



## LUCAN BIDDULPH COUNCIL AGENDA

TUESDAY, OCTOBER 6, 2020 6:00 PM  
Lucan Biddulph Township Office  
270 Main Street P.O. Box 190 Lucan, ON

### AGENDA

**MEETING TO BE HELD ELECTRONICALLY. THE MEETING WILL BE AVAILABLE AS FOLLOWS AT 6:00 P.M. ON OCTOBER 6, 2020**

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

(Note: Resolution required for the Council to adjourn its regular meeting in order to conduct a Public Meeting under the Planning Act.)

- a. Application for Official Plan Amendment (OPA-1-2020) and Zoning By-law Amendment (ZBA-2-2020)  
Walter Anton Lock and Zelinka Priamo Ltd. (Owner/Applicant)  
280 Main Street, Lucan, ON  
[PL-15-2020 Zelinka Priamo Ltd \(280 Main Street\) ZBA-2-2020 and OPA-1-2020](#)

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

6. **Delegations, Presentations & Petitions**

- a. **6:15 p.m.** Court of Revision  
Hodgins Drain Branch "B" 2020  
[Notice of Court of Revision](#)  
[Hodgins Drain- Branch B 2020 - Report REV](#)
- b. Dean Croker, OPP Detachment Coordinator

[Lucan Biddulph OPP Presentation](#)

[Highway Traffic Amendments related to Off Road Vehicles](#)

c. Andrew Henry, Director, Regional Water Supply

[Municipal Services Boards, Municipal Corporations and the Lake Huron Elgin Area Water Supply Systems](#)

## 7. Adoption of Minutes

[Council Minutes - September 15 2020](#)

## 8. Business Arising From the Minutes

[BA - Oct 6 2020](#)

## 9. Correspondence

a) [MMAH Letter Sept 18 2020 - Parkland Dedication, Development Charges and the Community Benefits Charges Authority](#)

b) Balance of Communications:

(1) [MPAC - Municipal Levy Letter](#)

(2) [Letter from Minister Steve Clark - Safe Restart Agreement](#)

(3) [Stop Illicit Cannabis Grow Operations](#)

(4) [Letter from Resident - Flower Pots and Beautification Program](#)

(5) [Emergency Declaration Status of neighbouring municipalities](#)

(6) [Enbridge Gas Inc - 2019 Earnings Sharing and Disposition of Deferral & Variance Account Balances - Notice of Application](#)

(7) [2020 Virtual Municipal Ag Ec Dev & Planning Forum](#)

(8) [2020 Municipal Leader's Forum](#)

(9) [South Huron - Notice of Public Meeting](#)

(10) [South Huron Notice of Public Meeting - \(Huron Green\) Plan of Subdivision](#)

(11) [Resolution - Town of Amherstburg - AODA Website Compliance Extension Request](#)

(12) [Resolution - Town of Amherstburg - Request for Amendments to Bill 108 re. The Ontario Heritage Act](#)

(13) [Resolution - Loyalist Township - Canadian Ferry Association request to MTO](#)

(14) [Resolution - Wollaston Township - Request for changes to Municipal Elections Act-](#)

(15) [Resolution - Township of North Glengarry - Long Term Care homes](#)

(16) [Support Resolution - Support of Long Term Care Facility Inspection](#)

(17) [Support Resolution - City of Oshawa - COVID-19 Funding](#)

(18) [Support Resolution - Town of Gravenhurst - Emancipation Day](#)

(19) [BRA September 2020 BOD Notes](#)

(20) [UTRCA - BOD Meeting Agenda & Reports](#) [UTRCA BOD Meeting Minutes and Video](#)

(21) [AMO Watchfile Sept 17](#) [AMO Watchfile Sept 24](#) [AMO Watchfile Oct 1](#)

## 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-13-2020 Activity Update](#)
  - [CL-08-2020 - Employee Code of Conduct](#)
- b) Building/By-law Enforcement
- c) Finance
  - [FIN-12-2020 Budget to Actual September 2020](#)
- d) Planning
- e) Public Works
  - [PW-24-2020 Hodgins Branch B Drain Tender](#)
  - [PW-25-2020 Damage to Right of Way](#)
  - [PW-26-2020 Public Safety and Traffic Calming Measures](#)
  - [PW-27-2020 Public Works Fall Update](#)
- f) Parks & Recreation
  - [PR-13-2020 - Rink Board Advertisements 2020-21](#)
  - [PR-14-2020 Public Skating](#)
- g) Economic Development
  - [EDC-05-2020 Fall EDC Update](#)

**12. Councillor's Comments**

**13. Changes to Budget**

**14. Notice of Motions**

**15. Motions and Accounts**

[Motions October 6, 2020](#)

**16. By-laws**

[45-2020 Remembrance Day Road Closure](#)

[46-2020 Confirming](#)

**17. Adjournment**



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

**MEETING:** October 6, 2020

## **PLANNERS INFORMATION REPORT**

**TO:** Chair and Members of Council  
Township of Lucan Biddulph

**FROM:** Dan FitzGerald MPI, Planner

**RE: Applications for Zoning Bylaw Amendment (ZBA 02/2020) and Application for Official Plan Amendment (OPA 1/2020)  
Walter Anton Lock and Zelinka Priamo Ltd. (Owner / Applicant)  
Part of Lot 4, North of the Proof Line Road (geographic Village of Lucan), Part 1 on Reference Plan 33R-12915 and Part of Lot 4, North of the Proof Line Road, Parts 1 to 6 (inclusive) on Reference Plan 33R-16464, in the Township of Lucan Biddulph**

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### **Purpose:**

The purpose of this report is to provide Council with an information report regarding a proposed Zoning By-law amendment and Official Plan Amendment for a property located along the north side of Main Street and legally described as Part of Lot 4, North of the Proof Line Road (geographic Village of Lucan), Part 1 on Reference Plan 33R-12915 and Part of Lot 4, North of the Proof Line Road, Parts 1 to 6 (inclusive) on Reference Plan 33R-16464, in the Township of Lucan Biddulph, and municipally known as 280 Main Street.

### **Background:**

The subject property is a 2.18 ac (0.88 ha) parcel situated on the north side of Main Street on the west end of Lucan. More specifically, the site is directly west of the Township office and library. Existing land uses surrounding the property include a commercial building to the west, vacant land to the north, the Township office and library to the east, and agricultural / commercial uses to the south. See attachment 1.

The subject property as a whole is an irregular flag shape property that contains two separate parcels of land. The flag shaped parcel on the north side of the site is vacant, undeveloped land. This parcel has a frontage of approximately 18 metres (60 feet) along Main Street and is approximately 1.47 acres (0.6 ha) in area. Access to the property is provided via Main Street along the east boundary of the property. The lands are predominately designated 'Residential' in the Township Official Plan, with exception of a portion of the front half of the property providing access being designated 'Highway Commercial'. Additionally, the lands are zoned a 'site specific' Highway Commercial Exception (C2-6) Zone in the Township of Lucan Biddulph Zoning By-law, which permits the following uses:

- apartment dwelling
- multiple unit dwelling
- nursing home
- townhouse dwelling
- all other permitted uses of the C2 zone

The second parcel of lands contains a commercial building supporting predominately professional office uses. This parcel of land has a frontage of approximately 50.39 metres (165 feet) along Main Street and an area of approximately 0.71 acres (0.29 ha). Access to the property is provided via Main Street. The lands are designated Highway Commercial in the Township Official Plan and zoned a 'site specific' Highway Commercial Exception (C2-5) Zone in the Township of Lucan Biddulph Zoning By-law, which includes the following uses:

- clinic
- office, general
- office, professional
- all other permitted uses of the C2 zone

The entirety of the property is within the Urban Settlement Area of Lucan and is designated 'Settlement Area (Urban and Community)' in the County of Middlesex Official Plan. The property currently has access to full municipal servicing.

A public meeting for the proposed Zoning By-law Amendment and Official Plan Amendment application was held on June 25, 2020. After hearing comments from the public regarding the initial proposal, the applicant revised the proposal as described in the Planning Justification Report provided by the agent. See attachment 2.

### **Application Revised Proposal:**

#### Conceptual Development Proposal:

The applicant is seeking a 'site specific' Zoning By-law amendment as well as a 'site specific' Official Plan amendment for the purpose of constructing two separate four (4) storey apartment buildings in two phases. The first residential building, proposed to be constructed in phase 1, would contain 54 dwelling units, conceptually comprised of 19 – one bedroom units and 35 – two bedroom units. The second mixed use building, proposed to be constructed in phase 2, would contain a total of 36 residential dwelling units, conceptually comprised of 19 – one bedroom units and 17 – two bedroom units. The second building would also contain a space for a professional office use (medical/clinic) comprising approximately 150 m<sup>2</sup> (1,615 ft<sup>2</sup>) of the ground floor of the building which directly faces Main Street.

The applicant is also proposing two (2) separate access points from Main Street to serve the development. A total of 141 at-grade parking spaces, with 136 spaces allocated for residential use and 5 spaces provided for the office/clinical use. The proposal would also include seven (7) barrier free parking spaces.

The applicant's proposal also includes the following:

- A total of 33.6% at-grade landscaped open space;
- Outdoor patios are provided with ground floor units and balconies with units above the first floor;
- Considerations added for efficient work from home solutions to residential units in the form of fast and secure internet, built in office work stations, centralized delivery box for mail, and pet friendly.

The applicant's proposed site plan and conceptual building elevation is included as attachment 3 and 4 to this report.

### Proposed Official Plan Amendment

As previously noted, the subject lands are designated 'Residential' and 'Highway Commercial' in the Township Official Plan. The 'Residential' designation applies to the rear (north) portion of the site and the front portion of the site (south) is designated 'Highway Commercial'. The 'Highway Commercial' designation does not permit residential uses and instead is primarily intended to cater to the needs of the automobile, the travelling public and single purpose shopping trips. Typical uses include motor vehicle sales and services, motor supply outlets, sale of bulk goods, restaurants and certain types of convenience retail and service outlets.

Given the above, the developer is seeking to establish residential uses in the 'Highway Commercial' designated lands through the establishment of a 'site-specific' special policy area Official Plan amendment to add residential uses to the 'Highway Commercial' designation. See attachment 5 – Proposed Official Plan Amendment – provided by the developer.

### Proposed Zoning By-Law Amendment

As previously noted, the existing zoning on the site is a 'site specific' Highway Commercial Exception (C2-6) Zone for the rear (north) portion of lands. The existing zoning permits the establishment of residential uses in addition to the uses included in the Highway Commercial (C2) Zone.

The lands located towards the front portion of the site (south) containing the existing commercial use are zoned a 'site-specific' Highway Commercial Exception (C2-5) Zone, which does not permit residential uses in-line with the Township Official Plan designation.

As a result of the above, the developer is seeking to establish a consolidated 'site specific' Highway Commercial Exception (C2-10) Zone across the entirety of the property which would permit the following:

#### Permitted Uses:

- |                                   |                                       |
|-----------------------------------|---------------------------------------|
| • apartment dwelling              | • garage, public                      |
| • clinic                          | • garden centre                       |
| • multiple unit dwelling          | • gas bar                             |
| • nursing home                    | • general retail store                |
| • office, general                 | • market garden                       |
| • office, professional            | • mobile food outlet                  |
| • townhouse dwelling              | • motel                               |
| • animal clinic                   | • motor vehicle sales establishment   |
| • car wash                        | • motor vehicle service establishment |
| • drive-in or take-out restaurant | • restaurant                          |
| • financial institution           | • service shop                        |

Additionally, the developer is seeking the following site specific exception Zoning By-law provisions:

#### Minimum Front Yard Depth:

apartment dwelling	16.5 m
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Maximum Height:	14.6 m
Minimum Rear Yard Setback:	4.0 m
Minimum Number of Parking Spaces:	
clinic	1 per 30 m <sup>2</sup> of net floor area

In summary, the proposed consolidated 'site specific' Zoning By-law amendment seeks to establish residential use permissions in the front portion of lands not currently permitted. Additionally, it seeks to establish reductions to the minimum front yard setback for apartment buildings from 54 metres to 16.5 metres; an increase in the maximum permissible height from 10 metres to 14.6 meters; a reduction in the require rear yard setback from 10.0 metres to 4.0 metres; and a reduction in the minimum number of parking stalls required for a clinic use from 1 per 15 m<sup>2</sup> of net floor area to 1 per 30 m<sup>2</sup> of net floor area. See attachment 6 – Proposed Zoning By-law Amendment.

### **Policy and Regulation:**

#### Provincial Policy Statement (PPS)

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

Section 1.1.1, which speaks to establishing and promoting healthy, liveable and safe communities. The following sub policies have been determine to be applicable:

- a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
- b) accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;
- c) avoiding development and land use patterns which may cause enviro
- d) avoiding development and land use patterns that would prevent the efficient expansion of settlement areas in those areas which are adjacent or close to settlement areas;
- e) promoting the integration of land use planning, growth management, transit-supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to minimize land consumption and servicing costs;
- f) improving accessibility for persons with disabilities and older persons by addressing land use barriers which restrict their full participation in society;

Section 1.1.3.1 speaks to Settlement Areas being the focus of growth and development-



The following policies have been deemed applicable to the proposed development from section 1.1.3.2, which states that land use patterns within settlement areas shall be based on densities and a mix of land uses which:

- a) efficiently use land and resources;
- b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;
- c) minimize negative impacts to air quality and climate change, and promote energy efficiency;
- d) prepare for the impacts of a changing climate;

Section 1.1.3.3 of the PPS states, Planning authorities shall identify appropriate locations and promote opportunities for transit-supportive development, accommodating a significant supply and range of housing options through intensification and redevelopment where this can be accommodated taking into account existing building stock or areas, including brownfield sites, and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs.

Section 1.1.3.4 states appropriate development standards should be promoted which facilitate intensification, redevelopment and compact form, while avoiding or mitigating risks to public health and safety.

Section 1.1.3.6 states new development taking place in designated growth areas should occur adjacent to the existing built-up area and shall have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities.

Section 1.3.1 of the PPS directs municipalities to promote economic development and competitiveness by providing for an appropriate mix and range of employment uses to meet long-term needs and providing opportunities for a diversified economic base that includes maintaining a range and choice of suitable sites for a variety of employment uses that support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses. Section 1.3.1 also provides policy direction that encourages compact, mixed-use development that incorporates compatible employment uses.

Section 1.4 of the PPS speaks to 'Housing'. More specifically, section 1.4.1 states 'to provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall:

- a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through *residential intensification* and *redevelopment* and, if necessary, lands which are *designated and available* for residential development; and ...'

Section 1.4.3 states planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area by:

- a) establishing and implementing minimum targets for the provision of housing which is affordable to low and moderate income households and which aligns with applicable housing and homelessness plans. However, where planning is conducted by an upper-tier municipality, the upper-tier municipality in consultation with the lower-tier municipalities may identify a higher target(s) which shall represent the minimum target(s) for these lower-tier municipalities;
- b) permitting and facilitating:
  1. all housing options required to meet the social, health, economic and well-being requirements of current and future residents, including special needs requirements and needs arising from demographic changes and employment opportunities; and
  2. all types of residential intensification, including additional residential units, and redevelopment in accordance with policy 1.1.3.3;
- c) directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs;
- d) promoting densities for new housing which efficiently use land, resources, infrastructure, and public service facilities, and support the use of active transportation and transit in areas where it exists or is to be developed; and
- f) establishing development standards for residential intensification, redevelopment and new residential development which minimize the cost of housing and facilitate compact form, while maintaining appropriate levels of public health and safety.

Section 1.6 of the PPS speaks to servicing. The PPS has a hierarchy for services, where municipal services are the preferred form of servicing.

Section 1.6.6.1a) states 'Planning for sewage and water services shall direct and accommodate expected growth or development in a manner that promotes the efficient use and optimization of existing municipal sewage services and municipal water services'.

Section 1.7.1 of the PPS speaks to long-term economic prosperity. The following policies from section 1.7.1 are deemed applicable:

- a) promoting opportunities for economic development and community investment-readiness;
- b) encouraging residential uses to respond to dynamic market-based needs and provide necessary housing supply and range of *housing options* for a diverse workforce;

- c) optimizing the long-term availability and use of land, resources, *infrastructure and public service facilities*;
- d) maintaining and, where possible, enhancing the vitality and viability of downtowns and mainstreets;
- e) encouraging a sense of place, by promoting well-designed built form and cultural planning, and by conserving features that help define character, including *built heritage resources and cultural heritage landscapes*;

#### County of Middlesex Official Plan

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

The subject property is designated Settlement Area by the County of Middlesex Official Plan. Section 3.2 of the Plan directs growth to settlement areas, and promotes a variety of housing types within Settlement Areas.

Section 2.3.4 of the County Official Plan states that economic development is an important component of the County's Growth Management policy framework and that many long-term goals and objectives depend on economic activity and the opportunity for residents to live and work in Middlesex County. The County consequently encourages diversity in its economic base.

Section 2.3.7 of the County of Middlesex Official Plan speaks to housing policies, and states that, 'it is the Policy of the County to encourage a wide variety of housing by type, size and tenure to meet projected demographic and market requirements of current and future residents of the County.' Further, subsection (a) promotes intensification and redevelopment, primarily within Settlement Areas, and in other areas where an appropriate level of physical services is or will be available in the immediately foreseeable future and subject to the policies of Section 2.3.6. In this regard, the County will require that 15 percent of all development occur by way of intensification and redevelopment'.

Section 2.3.8 of the County Official plan notes that urban areas shall be the focus for future residential growth on full services where warranted. Policies under this section further clarify that urban areas are the focus of growth and are expected to accommodate a significant portion of the projected growth. Also they state that new development shall be fully serviced by municipal or communal water and sewage disposal systems.

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

The County Official Plan provides a regional policy framework within which development proposals are to be evaluated. Section 3.2.1 of the County Official Plan dictates that growth within Middlesex is generally to be directed to the County's Settlement Areas in order to protect Agricultural Areas, protect natural heritage and promote efficient use of water and sewage services. It is noted that the

detailed land use policies, and particularly those that pertain to development within settlement areas, are provided in the official plans of the County's member municipalities. Section 3.2.4.1 of the County Official Plan provides for a variety of land uses, including commercial uses, to be located in the Urban Areas of Middlesex.

#### Township of Lucan Biddulph Official Plan

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

As noted, a portion of the subject property is designated 'Residential' in the Township Official Plan. Section 2.1.1 of the Township Official Plan provides the following related goals and objectives for development in the Village of Lucan:

- a) 'To encourage and direct the majority of population growth and residential development in the Municipality to the Village of Lucan'
- b) 'To ensure development and redevelopment in the Village is adequately serviced and that the necessary infrastructure is in place to accommodate such activity.'

A portion of the subject lands is also designated 'Highway Commercial' in the Township Official Plan. Section 2.1.3 states areas designated 'Highway Commercial' are situated along Main Street towards the periphery of the Village. They are generally developed in a space extensive manner with buildings set back from the street and with generous provision for on-site parking in marked contrast to the intensive and compact form of development characteristic of the downtown core. The 'Highway Commercial' designation includes existing commercial development as well as lands considered suitable to accommodate future commercial needs.

In respect to the Highway Commercial designation, section 2.1.3.1 Land use states in areas designated 'Highway Commercial' on Schedule "A", uses will be characterized by those which cater to the needs of the automobile, the travelling public and single purpose shopping trips. Typical uses include motor vehicle sales and services, garden supply outlets, sale of bulk goods, restaurants and certain types of convenience retail and service outlets. The actual uses permitted shall be specified in, and regulated by, the provisions of the Zoning By-law.

Further to the above, section 2.1.3.2 states commercial development will be characterized primarily by buildings set back from the street and extensive areas for parking, outside storage and display. Efforts will be made to internally link adjacent development to minimize vehicle entrances and enhance public safety. In view of the location of areas designated 'Highway Commercial' at the main entrances to the Village and the tendency of highway commercial establishments to exhibit a non-distinctive appearance, a high standard of site design, creativity and amenities will be encouraged.

Respecting the Residential designation of the land, section 2.1.5 of the Township Official Plan provides guidance for areas to accommodate future residential development. It states undeveloped lands designated for residential purposes within existing developed areas shall be the focus of growth where opportunities exist for redevelopment and infilling.

Section 2.1.5.1 of the Township Official Plan notes areas designated 'Residential' shall primarily be singled unit detached dwellings. However other forms of development are also permitted including, but not limited to, low-rise and small-scale apartment buildings.

Section 2.1.5.2 of the Township Official Plan states that the 'scale, density and form of new residential development shall respect and be sensitive to the 'small town' character of the Village. At the same time, it is recognized that multiple forms of residential development will provide the potential for more affordable housing as well as housing more able to meet the increasingly diverse needs and preferences of the community. To ensure compatibility with existing development, the density and height of new residential development will be limited.'

Section 2.1.5.5 of the Township Official Plan notes that medium density residential development in the form of apartments will be encouraged to locate where direct or proximate access to arterial or collector roads is available; where they are close to commercial areas, schools, and parks; and where municipal services are available or capable of being made available. The policy further clarifies that intrusions into existing residential areas of predominantly single unit dwellings shall be discouraged and compatibility with the character and design of neighbourhood is expected. Appropriate buffering and setbacks shall be provided and standards for density, height, parking and landscaped open space shall be addressed in the Zoning By-law. The policy also notes that site plan control shall apply.

Section 2.1.5.7 of the Township Official Plan encourages housing forms and densities designed to be affordable to moderate and lower income households. It is the intent to meet a 20 percent target annually for housing affordability for new and infill development.

Section 2.1.5.11, Intensification and Redevelopment seeks to provide guidance for more intense forms of residential development. Most notably, that the Township require that 15 percent of development occur by the way of intensification and redevelopment. Further its notes the Township shall encourage intensification and redevelopment within the Village of Lucan on vacant or underutilized sites in order to efficiently utilize designated settlement area land and available municipal services. Intensification and redevelopment shall be subject to the following:

- a) Forms of residential intensification and redevelopment shall only be permitted based on the level of water and wastewater servicing that is available in the Village of Lucan.
- b) Residential intensification and redevelopment may take the form of multi-unit dwellings, dwelling conversion, street infilling, rear yard infilling, and infill subdivisions.
- c) Residential intensification and redevelopment may only occur to a maximum density which maintains the minimum lot areas permitted in the Zoning By-law, and/or is deemed suitable by the Township to satisfy the proposed water supply and wastewater disposal systems.
- d) When considering proposals for residential intensification and redevelopment, and in addition to all other applicable development criteria in the Official Plan, the Township will ensure that:
  - b. For street infilling, the proposal is consistent with the established building line and setbacks of the surrounding area.
  - c. For rear yard infilling, the siting of buildings and parking areas must be done in a way which minimizes the impacts on neighbouring rear yards; allows for direct vehicular access provided to a public street with sufficient width to allow efficient vehicular use, on-site snow storage, and access and turn-around by emergency vehicles.

Section 8.10 of the Township Official Plan provides guidance and clarify around the site plan control process. Site plan shall address such requirements as the proposed use, the location of the buildings and structures, proposed ingress and egress, parking area, landscaping, grading and drainage, external lighting, buffering and other measures to protect adjoin lands.

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

A portion of the subject lands to the rear is currently zoned a 'site specific' Highway Commercial Exception (C2-5) Zone. The current zone permits the following:

Permitted Uses		<ul style="list-style-type: none"> <li>• clinic</li> <li>• office, general</li> <li>• office, professional</li> <li>• all other permitted uses of the C2 zone</li> </ul>
Minimum Lot Area		2,800 m <sup>2</sup>
Minimum Lot Frontage		50 m
Minimum Lot Depth		60 m
Maximum Lot Coverage		25%
Minimum Setback		28 m
Side Yard Width	Interior Lot	6 m
	Corner Lot	15 m on the side abutting the road and 6 m on the other side
Rear Yard Depth		10 m
Maximum Height		10 m
Minimum Number of Parking Spaces	animal clinic	1 per 30 m <sup>2</sup> of net floor area
	car wash	1 plus 2 for each drive through car wash bay and 1 plus 1 for each non-drive through car wash bay, excluding the car wash bay
	Clinic	1 per 15 m <sup>2</sup> of net floor area
	Office, General	1 per 30 m <sup>2</sup> of net floor area
	Office, professional	1 per 30 m <sup>2</sup> of net floor area
	drive-in or take-out restaurant	1 per 5 seats

	financial institution	1 per 30 m2 of net floor area
	garden centre	1 per 20 m2 of net floor area
	gas bar	2
	general retail store	1 per 30 m2 of net floor area
	market garden	1 per 20 m2 of net floor area
	motel	1 per 10 m2 of net floor area devoted to public use plus 1 per guest room
	service shop	1 per 30 m2 of net floor area
Minimum Outdoor Amenity Area	N/A	

A portion of the subject lands to the rear is currently zoned a 'site specific' Highway Commercial Exception (C2-6) Zone. The current zone permits the following:

Permitted Uses	<ul style="list-style-type: none"> <li>• apartment dwelling</li> <li>• multi unit dwelling</li> <li>• nursing home</li> <li>• townhouse dwelling</li> <li>• all other permitted uses of the C2 zone</li> </ul>	
Minimum Lot Area	4,000 m <sup>2</sup>	
Minimum Lot Frontage	18 m	
Minimum Lot Depth	60 m	
Maximum Lot Coverage	25%	
Front Yard Depth	Apartment dwelling	56 m
	Multiple unit dwelling	56 m
	Townhouse dwelling	56 m
Side Yard Width	Interior Lot	6 m
	Corner Lot	15 m on the side abutting the road and 6 m on the other side
Rear Yard Depth	10 m	
Maximum Height	10 m	
Minimum Number of Parking Spaces	animal clinic	1 per 30 m2 of net floor area
	car wash	1 plus 2 for each drive through car wash bay and 1 plus 1 for each non-drive through car

		wash bay, excluding the car wash bay
	drive-in or take-out restaurant	1 per 5 seats
	financial institution	1 per 30 m2 of net floor area
	garden centre	1 per 20 m2 of net floor area
	gas bar	2
	general retail store	1 per 30 m2 of net floor area
	market garden	1 per 20 m2 of net floor area
	motel	1 per 10 m2 of net floor area devoted to public use plus 1 per guest room
	service shop	1 per 30 m2 of net floor area
	apartment dwelling	1.5 per dwelling unit
	multiple unit dwelling	1.5 per dwelling unit
	nursing home	1 per 6 beds
	townhouse dwelling	1.5 per dwelling unit
Minimum Outdoor Amenity Area		N/A

**Consultation:**

Notice of the application was circulated to agencies, as well as property owners in accordance to the requirements to the Planning Act for the public meeting being held June 25, 2020. Additionally, due to the substantial change in development plans for the property, a second circulation was completed in advance of the second public meeting, in accordance with Planning Act requirements.

Public Comments:

No new comments were received by the public during the second submission circulation of the application.

Agency Comments

- a) County Engineer – No comment.
- b) Chief Building Official – No objections to the proposed OPA or ZBA. If successful, a site plan application will be required and shall address the following matters from building perspective: a design matrix and details pertaining to dead end fire route, accessibility of the



building for firefighting access and additional fire routes/turning radius, spatial separations, among others.

- c) Manager of Public Operations – if successful, and easement will be required for the property to the west for sanitary service and current capacity of Butler Street will be needed.
- d) Bell – no Concerns.
- e) Hydro One – no comment or concerns at this time.

**Recommendation:**

**THAT** council receives the planning report as information.

**Attachments:**

1. Location Map.
2. Planning Justification Report.
3. Proposed Conceptual Site Plan.
4. Proposed Conceptual Elevation.
5. Proposed Draft Official Plan Amendment by Applicant.
6. Proposed Draft Zoning By-law Amendment by Applicant.

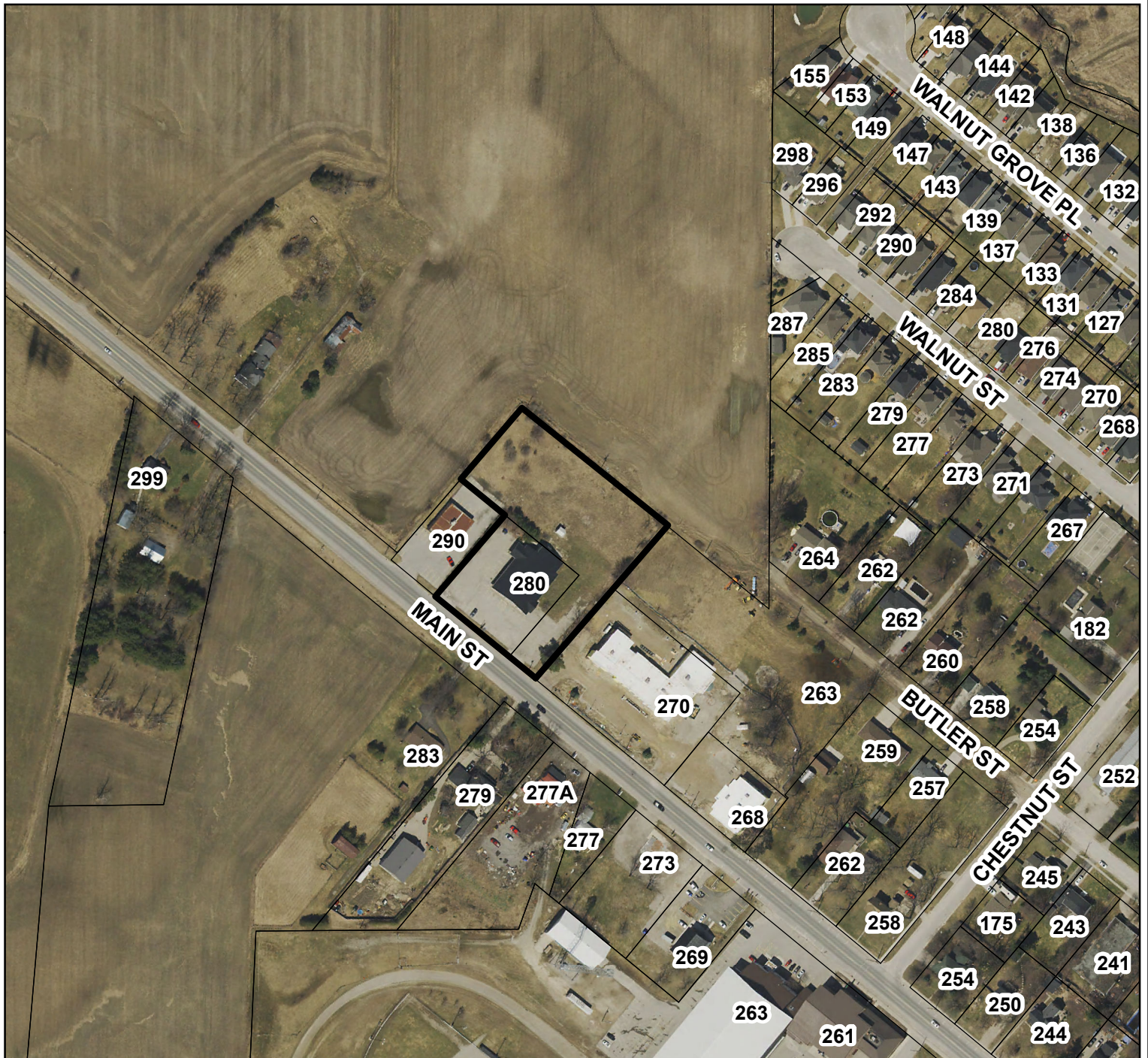
# APPLICATIONS FOR OFFICIAL PLAN AMENDMENT (OPA1-2020) AND ZONING BY-LAW AMENDMENT (ZBA 2-2020)

Walter Anton Lock (Owner)  
Zelinka Priamo Ltd. (Agent)


280 Main St  
Part Lot 4 NOTPLR, 33R-12915; 33R-16464, Parts 1; 1 to 6  
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  
May 2020

 Subject Lands

1:3,000  
Metres  
0 10 20 30 40

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.*



# Planning Justification Report

280 Main Street, Lucan

Township of Lucan Biddulph



August 2020



**ZELINKA PRIAMO LTD**  
*A Professional Planning Practice*

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## 1.0 INTRODUCTION

The purpose of the Planning Justification Report is to demonstrate that a proposed Amendment to the Official Plan and Zoning By-law to permit a mixed use development at 280 Main Street in the Community of Lucan is consistent with the Provincial Policy Statement and conforms to the Middlesex County Official Plan and the Lucan Biddulph Official Plan.

## 2.0 SUBJECT LANDS AND AREA CONTEXT

The subject lands are legally described as Part of Lot 4, North of the Proof Line Road (geographic Village of Lucan), Part 1 on Reference Plan 33R-12915 and Part of Lot 4, North of the Proof Line Road, Parts 1 to 6 (inclusive) on Reference Plan 33R-16464, in the Township of Lucan Biddulph.

The subject lands are located on the north side of Main Street, approximately 240 m (790 ft.) west of Chestnut Street at the north end of the built-up area of the Community of Lucan. The irregular flag shaped parcel has a lot area of approximately 0.875 ha (2.2 ac), frontage on Main Street of approximately 68.58 m (225 ft.) and depth of approximately 106 m (348 ft.) (see Figure 1).

**Figure 1 – Subject Lands (Outlined in Red and Surrounding Context)**



The front portion of the subject lands is occupied by a one storey medical and professional office building with approximately  $\pm 700 \text{ m}^2$  (7535 sq. ft.) gross floor area and a 37 parking space area together with a substantial area of vacant land. Parking provided complies with the requirements of the Zoning By-law. The area occupied by the building and parking is approximately 0.32 ha (0.79 ac.). Access is provided by two driveways along Main Street (Highway 4), a major road through Lucan. The rear portion of the subject lands (approx. 0.56 ha/1.39 ac) is currently vacant. Full municipal services are available.

Surrounding land uses are agriculture to the north; single detached dwellings to the northeast and south; institutional (Lucan Biddulph Township Office and Lucan Library Building), and low-rise apartment buildings (Lucan Woods) to the east; and a veterinary clinic building (formerly Canada

Trust ATM) to the west. The nearest single detached residence located on Butler Street is approximately 60 m from the rear lot line of the subject lands. Indoor and outdoor recreational facilities (the Lucan Community Memorial Centre & Arena) are located on the south side of Main Street within 100 m (328 ft.) of the subject lands. Library and medical services are located on the abutting lands to the east and west respectively. The site is within walking distance ( $\pm 700$  m /  $\pm 2300$  ft.) of the Central Commercial Area (Foodland, LCBO, restaurants, Fire Hall, etc.).

The housing form within the Lucan Community is predominantly single detached residential. The site offers an opportunity to redevelop the site to support an alternative form of housing in the primary settlement area of the Township of Lucan Biddulph. There are no natural or built heritage features on the site or adjacent to the site and there are no natural or manmade hazards.

Lucan is designated '*Settlement Areas (Urban and Community)*' in the County of Middlesex Official Plan. The subject lands are designated '*Residential*' and '*Highway Commercial*' in the Township's Official Plan and zoned '*Highway Commercial (C2-5) Zone*' and '*Highway Commercial (C2-6) Zone*' in the Township's Zoning By-law.

### **3.0 PROPOSAL**

The proposed redevelopment consists of the construction of a 4 storey apartment building on the vacant portion of the subject lands (Phase 1); and the demolition of the existing one storey clinic and general office building, to be replaced with a mixed-use building with a height of 4 storeys and consisting of residential and office/clinic uses (Phase 2)

The proposed apartment building will contain a total of 54 residential dwelling units on all levels, comprised of 19 one-bedroom and 35 two-bedroom units.

The proposed mixed-use building will contain a total of 36 residential dwelling units on all levels, comprised of 19 one-bedroom and 17 two-bedroom units. A medical office/clinic with a floor area of 150 m<sup>2</sup> (1,615 ft<sup>2</sup>) will be located on the ground floor of the building directly facing Main Street.

Existing access points along Main Street at both ends of the property will continue to service the proposed development. The proposed development will provide 141 at-grade parking spaces, including 7 barrier-free spaces; 5 spaces will be provided for the office/clinic use, and the remaining 136 spaces will be allocated to the residential dwelling units. An opportunity for shared parking between the residential and office/clinic use is possible if required.

A total of 33.6% of the site area is proposed as at-grade landscaped open space; and all of the dwelling units are to be provided with outdoor patio (ground floor units) or balcony (2<sup>nd</sup> – 4<sup>th</sup> storey units) space.

Indoor and outdoor recreational opportunities are available within convenient walking distance and as such no at-grade outdoor amenity area is proposed.

In light of social and economic impacts resulting from the COVID-19 virus, and their subsequent effects on the traditional office workspace environment, the following features will be, or considered to be, implemented within the proposed building to promote an efficient live/work environment:

- The building should be wired for fast and secure wireless internet, with signal repeaters throughout the building.
- The dwelling units should have a built-in office in the form of a “workstation” (unenclosed space). The workstation could have built in shelving provided by Developer with reinforced wall (plywood) to support standard computer monitor brackets. Same for large screen TV monitors in other rooms.
- The building may have a full time remote (third party) IT service department that residents could subscribe to and pay for.
- The building should have a centralized FED-EX or PUROLATOR delivery box exclusive for residents.
- The building should be pet friendly.

It is acknowledged that provisions of any of the above that require dedicated space within the building are considered accessory to the residential use and may result in the revision of the overall residential density of the proposed development.

The proposed development comprised of the proposed buildings, associated parking, driveways, access, height, and landscape strips are shown on the concept plan attached to this report (see Appendix 1). The elevations and renderings of the contemporary designed building are also attached (see Appendix 1).

#### **4.0 PROPOSED OFFICIAL PLAN AND ZONING BY-LAW AMENDMENT**

As previously noted, the subject lands are designated ‘*Residential*’ and ‘*Highway Commercial*’ in the Township’s Official Plan. The Residential designation applies to the majority of the rear (vacant) portion of the site; while the Highway Commercial designation applies to the front (developed) portion abutting Main Street, and the remaining portion of the vacant lands. The proposed development (Phase 2) includes residential dwelling units within the Highway Commercial designation, which does not permit residential uses. As such, an Official Plan Amendment (“OPA”) is required, based on previous discussions with Municipal Planning Staff, to allow for residential uses within the Highway Commercial portion of the subject lands.

As such, a site-specific Highway Commercial designation is being requested to add residential uses (i.e. apartment dwellings) to the existing permitted uses.

The subject lands are also within two site-specific Exception Zones. The existing office building is zoned Highway Commercial (C2-5) Zone which permits offices and highway commercial uses;

and the vacant lands are zoned Highway Commercial (C2-6) Zone which permits apartments and other multiple housing types. Permitted uses and regulations for these zones are contained in Section 5.3 of this report. An amendment to the Zoning By-law (“ZBA”) is required to facilitate the proposed redevelopment, which is considered intensification.

A consolidated Highway Commercial Exception Zone is requested which combines the permitted uses within the C2-5 and C2-6 zones, with exceptions to regulations for minimum setback of an apartment dwelling (16.5 m; whereas a minimum of 56 m is required); maximum height (14.6 m; whereas a maximum of 10 m is permitted); minimum rear yard setback (4.0 m; whereas a minimum of 10 m is required); and parking requirement for a clinic use (1 space per 30 m<sup>2</sup> net floor area; whereas 1 space per 15 m<sup>2</sup> is required) is required to permit the proposed development, to allow the proposed development to function as a single entity.

## 5.0 PLANNING DOCUMENT REVIEW AND POLICY ANALYSIS

The following sections demonstrate how the proposed OPA and ZBA to facilitate the proposed redevelopment are consistent with the applicable policies in the Provincial Policy Statement 2020 (“PPS”); and are in conformity with the Middlesex County Official Plan (“County OP”) and the Lucan Biddulph Official Plan (“LBOP”).

### 5.1 PROVINCIAL POLICY STATEMENT 2020 (PPS)

The PPS, issued under the authority of Section 3 of the Planning Act, provides policy direction on matters of provincial interest related to land use planning in order to ensure efficient development and protection of resources. All planning applications are required to be consistent with these policies. The latest version of the PPS came into effect on May 1, 2020 and the relevant sections are discussed below.

Policies in 1.1 Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns; 1.1.3 Settlement Areas; 1.4 Housing; and 1.6.6 Sewage Water and Stormwater apply to the subject lands.

#### **Section 1.1.1**

*Healthy, liveable and safe communities are sustained by:*

- b) accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;*
- c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;*
- f) improving accessibility for persons with disabilities and older persons by identifying, addressing land use barriers which restrict their full participation in society;*



- g) *ensuring that necessary infrastructure and public service facilities are or will be available to meet current and projected needs;*

The LBOP currently designates the subject lands to permit the proposed uses to meet the long term residential and commercial needs in the fabric of the Community of Lucan. The proposed development addresses multi-unit housing needs within the Community (Policy 1.1.1 b). There are no environmental or public and safety concerns resulting from the proposed development (Policy 1.1.1 c). The proposal incorporates features to remove land use barriers and promote accessibility (Policy 1.1.1 f); and infrastructure is available to provide full municipal services (sewer, water, storm water) and public service facilities (e.g. recreational, institutional, emergency services, medical) (Policy 1.1.1 g). Based on the above, the proposed development is consistent with the applicable policies in 1.1.1 Healthy, liveable and safe communities.

### **Section 1.1.3**

#### **1.1.3.1**

*Settlement areas shall be the focus of growth and development.*

#### **1.1.3.2**

*Land use patterns within settlement areas shall be based on densities and a mix of land uses which:*

- a) *efficiently use land and resources;*
- b) *are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;*
- c) *minimize negative impacts to air quality and climate change, and promote energy efficiency;*
- d) *prepare for the impacts of a changing climate;*
- e) *support active transportation.*

*Land use patterns within settlement areas shall also be based on a range of uses and opportunities for intensification and redevelopment in accordance with the criteria in policy 1.1.3.3, where this can be accommodated.*

#### **1.1.3.3**

*Planning authorities shall identify appropriate locations and promote opportunities for transit-supportive development, accommodating a significant supply and range of housing options through intensification and redevelopment where this can be accommodated taking into account existing building stock or areas, including brownfield sites, and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs.*

#### **1.1.3.4**

*Appropriate development standards should be promoted which facilitate intensification, redevelopment and compact form, while avoiding or mitigating risks to public health and safety.*

#### **1.1.3.6**

*New development taking place in designated growth areas should occur adjacent to the existing built-up area and shall have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities.*

The proposed OPA and ZBA to facilitate the proposed redevelopment and development is located in the Lucan Community. The Lucan Community is a designated settlement area in the County OP and the LBOP. Settlement areas are stated as the focus of growth in the PPS. The location of the proposed development in the settlement area of Lucan is consistent with the PPS policies directing development, intensification, redevelopment to settlement areas (Policies 1.1.3.1, 1.1.3.6). The Lucan Community is a fully serviced settlement area to support the proposed development (Policies 1.1.3.2a), 1.1.3.2b). Infrastructure, municipal services, municipal facilities, and services providing the day to day needs are located within walking distance of the subject lands, thus supporting active transportation and energy efficiency (Policies 1.1.3.2c) and 1.1.3.2e). The PPS encourages and is supportive of the development standards in the proposed amendment to the Zoning By-law which facilitates intensification and redevelopment at an appropriate location in Lucan with no known risks to public health and safety (Policy 1.1.3.4). The proposed development will have no negative impacts on the abutting uses; is generously separated ( $\pm 60$  m) from residential uses; and there are no natural or built heritage features on the subject lands or adjacent lands (Policies 1.1.3.3, 1.1.3.4, 1.1.3.6).

Based on the above, the proposed OPA and ZBA is consistent with the relevant policies in 1.1.3 Settlement Areas.

**Section 1.4.3**

*Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area by:*

- a) *establishing and implementing minimum targets for the provision of housing which is affordable to low and moderate income households and which aligns with applicable housing and homelessness plans. However, where planning is conducted by an upper-tier municipality, the upper-tier municipality in consultation with the lower-tier municipalities may identify a higher target(s) which shall represent the minimum target(s) for these lower-tier municipalities;*
- b) *permitting and facilitating:*
  - 2. *all types of residential intensification, including additional residential units, and redevelopment in accordance with policy 1.1.3.3;*
- c) *directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs;*
- d) *promoting densities for new housing which efficiently use land, resources, infrastructure, and public service facilities, and support the use of active transportation and transit in areas where it exists or is to be developed; and*
- f) *establishing development standards for residential intensification, redevelopment and new residential development which minimize the cost of housing and facilitate compact form, while maintaining appropriate levels of public health and safety.*

The proposed amendment OPA and ZBA facilitates the development of a mixed-use building and apartment building that will add to the range and mix of housing types and provide for an alternative affordable housing option in the Lucan Community (Policies 1.4.3, 1.4.3 a). The

proposal is consistent with Policy 1.1.3.3, as previously stated (Policy 1.4.3b)2.). Full municipal services are available to the subject site as well as accessibility to day to day services (Policies 1.4.3 c), 1.4.3 d). The proposed development standards permit and promote a development that uses land and public facilities efficiently and do not impact public health and safety (Policies 1.4.3 d), Policies 1.4.3 f). The proposed OPA and ZBA is consistent with the relevant housing policies in the PPS.

**Section 1.6.6.2**

*Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. Within settlement areas with existing municipal sewage services and municipal water services. Intensification and redevelopment shall be promoted wherever feasible to optimize the use of the services.*

Full municipal services are available to the subject lands. The proposal is appropriate intensification and redevelopment in the settlement area of Lucan and is consistent with Policy 1.6.6.2.

Based on the above, the proposed OPA and ZBA satisfies the intent of the PPS.

**5.1 MIDDLESEX COUNTY OFFICIAL PLAN**

The County OP was adopted by County Council on September 9, 1997. The current County OP is a consolidated version, dated August 2006.

The subject lands are designated “Settlement Areas (Urban and Community)” on Schedule A Land Use. Applicable policies are found in Sections 2.3 Growth Management and 3.2 Settlement Areas.

Lucan has full municipal services and the range of uses and services which qualifies it as a designated urban settlement area in Section 2.3.2 Growth Management Hierarchy. The Lucan Urban Area can accommodate the future growth population projections allocated to the Township in the County OP on full municipal services, as required by the County OP.

The County OP promotes communities that are diverse and have a sense of place with lifestyle choice and economic vitality in Section 2.3.5 General Policies. The subject lands are currently designated for development in the LBOP to meet the growth projections for the planning period and growth. The County op directs development to Settlement Areas in Section 2.3.5. The proposed development in the Urban Settlement Area of Lucan conforms to policies in Section 2.3.5.

Section 2.3.7 Housing Policies in the County OP encourages a wide variety of housing by type, size, and tenure to meet projected demographic and market requirements of current and future residents of the County. The County OP supports the proposed intensification and redevelopment, within the Lucan Settlement Area, where an appropriate level of physical services is available. The County OP also supports the provision of housing that is accessible to lower

and moderate income households. The proposed development adds to the range of housing types, housing densities and housing options to meet the needs of the Township's share of current and projected County residents.

Section 2.3.7.3 Intensification and Redevelopment, in the County OP, encourages residential intensification and redevelopment in areas designated for residential use at locations with the physical potential to accommodate residential intensification and have the physical services to support new households in the area and are physically compatible with the existing built form. The proposed special regulation amendments to the Zoning By-law to permit the proposed building height, minimum setback for apartment dwellings, and rear yard setback to allow intensification and redevelopment over the entire subject lands are appropriate as physical services are available; an appropriate range of mix of uses are being provided; and the proposed parking supply for the residential uses is consistent with the minimum parking requirements contained within the Zoning By-law.

In Section 2.3.7.4 Implementation, the County OP supports the proposed residential density, and residential intensification and redevelopment at this location.

In Section 2.3.8 Settlement Areas Urban Areas and Community Areas are identified as the focus for future growth including residential, commercial and industrial development. As previously stated, Lucan is a designated Urban Settlement Area in the LBOP and has concentrations and intensity of land uses. The Settlement Area policy supports the proposed development in the Urban Area of Lucan to accommodate a significant portion of the projected growth in the Township over the planning period.

Permitted uses are stated in Section 3.2.4.1 Permitted Use Urban Areas and include a variety of housing types and commercial uses. The proposed apartment dwellings and office/clinic use is are permitted uses in Settlement Urban Areas.

Based on the above, the proposed OPA and ZBA to permit the proposed development is in conformity with the Growth Management and Urban Areas policies in the County OP.

## **5.2 LUCAN BIDDULPH OFFICIAL PLAN**

The Official Plan of The Corporation of the Township of Lucan Biddulph ("LBOP") was adopted by the Council of the Township of Lucan Biddulph by By-law 37-2002 passed on June 4, 2002. The County of Middlesex approved the LBOP with modifications on June 10, 2003. This report relies on the consolidated version of the LBOP as of June 1, 2015.

The subject lands are identified on Figure 2 and are designated Highway Commercial and Residential on Schedule A Land Use. Residential use is proposed on part of the lands designated Highway Service Commercial. Policy 8.1.2 Land Use Boundaries allows flexibility in the interpretation of the land use boundaries, as follows:

**Section 8.1.2: Land Use Boundaries**

*The boundaries of the land use designations shown on the schedules to this Plan are to be considered approximate. Only where the boundaries are defined by public roads, the Little Ausable River, streams or similar physiographic barriers shall they be considered as absolute.*

The boundary between the designations on the subject lands are not considered absolute. Furthermore, the current C2-6 Zone which applies to the northerly portion of the subject lands is an implementing zone of the Highway Commercial designation and permits apartment dwellings, multiple unit dwellings and townhouse dwellings in addition to the uses permitted within the C2 zone, thus establishing the permission for mixed uses on the subject lands. In our opinion, an interpretation in accordance with Policy 8.1.2 could be made in this instance to permit the proposed development without amendment to the LBOP.

However, notwithstanding the above, previous discussions with planning staff suggest that, due to the prominence of residential uses on the property, an interpretation in accordance with Policy 8.1.2 in this instance is not in keeping with the intent of the Highway Commercial policies of the LBOP and the C2-6 zone which contains minimum front yard depth standards for apartment dwellings that would place them outside of the Highway Commercial designation. As such, a site-specific OPA is proposed to permit residential uses within the Highway Commercial designation portion of the subject lands.

Applicable polices are found in 2.1.3 Highway Commercial, 2.1.3.1 Land Use, 2.1.3.2 Form of Development for Highway Commercial; 2.1.5 Residential; 2.1.5.1 Land Use for Residential; 2.1.5.2 Scale, Density and Form for Residential; 2.1.5.5 Medium Density Residential; 2.1.5.7 Affordable Housing; and 2.1.5.11 Intensification and Redevelopment.

**Figure 2 Lucan Biddulph Official Plan, Schedule “A” – Land Use (Excerpt)**



**Section 2.1.3: Highway Commercial**

*Areas designated 'Highway Commercial' are situated along Main Street towards the periphery of the Village. They are generally developed in a space extensive manner with buildings set back from the street and with generous provision for on-site parking in marked contrast to the intensive and compact form of development characteristic of the downtown core. The 'Highway Commercial' designation includes existing commercial development as well as lands considered suitable to accommodate future commercial needs.*

The proposed redevelopment in Phase 2 generally maintains the footprint of the existing office building setback from Main Street with the parking area at the front of the building. The subject lands are suitable to accommodate the proposed redevelopment of a mixed-use building containing office and residential uses.

**Section 2.1.3.1: Land Use**

*In areas designated 'Highway Commercial' on Schedule "A", uses will be characterized by those which cater to the needs of the automobile, the travelling public and single purpose shopping trips. Typical uses include motor vehicle sales and services, garden supply outlets, sale of bulk goods, restaurants and certain types of convenience retail and service outlets. The actual uses permitted shall be specified in, and regulated by, the provisions of the Zoning By-law.*

It is recognized that a portion of the proposed development contains residential uses within the Highway Commercial designation, which does not permit residential uses. Furthermore, the exception zone that applies to the existing office building lands permits office uses and uses permitted in the Highway Commercial Zone. As previously noted, the exception zone that applies to the vacant portion of the subject lands permits residential uses under the Highway Commercial zone category, which is an implementing zone of the Highway Commercial designation. As such the proposed use(s) are already contemplated and permitted within the subject lands, notwithstanding the dual zoning of the property. The proposed uses within the 4 storey mixed-use building conforms to the Policy 2.1.3.1 provision regarding actual uses being specified and regulated in the Zoning By-law. The subject lands have long supported the existing office building and associated parking area and the site is suitable for redevelopment to accommodate mixed uses, including residential dwelling units and an office and/or retail component. As such, a site-specific OPA to include residential uses within the Highway Commercial designation is appropriate in this instance.

**Section 2.1.3.2: Form of Development**

*Commercial development will be characterized primarily by buildings set back from the street and extensive areas for parking, outside storage and display. Efforts will be made to internally link adjacent development to minimize vehicle entrances and enhance public safety. In view of the location of areas designated 'Highway Commercial' at the main entrances to the Village and the tendency of highway commercial establishments to exhibit a non-distinctive appearance, a high standard of site design, creativity and amenities will be encouraged.*

The proposed 4 storey mixed-use building is set back from Main Street with parking situated in the front yard, consistent with the existing development. The existing driveways are maintained. The proposed mixed-use building has a distinctive high standard contemporary appearance, demonstrated by the elevations attached to this report (see Appendix 1). The proposed buffer strip in the front yard provides ample space for landscaping to screen the parking area. The proposed landscaping and contemporary building design are appropriate features along a Main Street entrance to the Community of Lucan and complement the adjacent library and medical centre buildings and landscaping development.

**Section 2.1.5: Residential**

*Areas designated for existing and future residential purposes in the Village of Lucan include existing residential development as well as lands for accommodating future residential development. While residential development has been traditionally and continues to be primarily in the form of low-density single unit detached dwellings thereby contributing to the 'small town' residential character of the Village, a demand exists for other housing types to meet the socio-economic needs of the Community.*

*Undeveloped lands designated for residential purposes lie adjacent to existing residential areas to ensure contiguous development and the cost-efficient extension of services. Within existing developed areas, opportunities exist for redevelopment and infilling.*

As previously stated, residential development in the Lucan Community is predominantly low density single detached dwellings. The proposed 4 storey mixed-use and apartment buildings containing a total of 90 residential units provide a housing type that offers an alternative form of housing that has the potential to meet socio-economic needs of a growing Community and could provide alternative forms of housing for existing Lucan residents currently residing in single-detached dwellings. The proposed development is contiguous to existing development, including residential, institutional, and commercial uses.

**Section 2.1.5.1: Land Use**

*Within areas designated 'Residential' on Schedule "A", the primary use of land shall be for single unit detached dwellings. Other dwelling types are also permitted including semi-detached dwellings, duplex dwellings, converted dwellings, accessory apartments, townhouses and low-rise and small-scale apartment buildings. Secondary uses may also be permitted provided they complement and are compatible with these areas and do not detract from their predominantly residential character. These uses may include churches, schools, neighbourhood parks, nursing and rest homes, and home occupations. The actual uses permitted shall be specified in and regulated by the Zoning By-law.*

The proposed apartment building is a permitted use in the Residential designation.

**Section 2.1.5.2: Scale, Density and Form**

*The scale, density and form of new residential development shall respect and be sensitive to the 'small town' character of the Village. At the same time, it is recognized that multiple forms of residential development will provide the potential for more affordable housing as well as housing more able to meet*

*the increasingly diverse needs and preferences of the Community. To ensure compatibility with existing development, the density and height of new residential development will be limited.*

The subject lands are located in an area where intensification and redevelopment can be accommodated considering matters such as existing building stock, provision of affordable housing, the potential to meet socio-economic needs and suitable existing infrastructure and public service facilities. The subject lands are located at the interface of residential and non-residential land uses.

The requested amendments to the zone regulations for increases to height, reductions to front yard depth and rear yard setbacks provide appropriate development standards at this location as potential adverse impacts on adjacent institutional and commercial land uses are not anticipated. Existing residential development to the north is sufficiently separated from the proposed apartment building (approx. 60m) to mitigate possible concerns over privacy, overlook and shadowing.

As previously stated, there are no natural heritage or built heritage features on the subject lands or on adjacent lands. The proposed density, scale and form are appropriate at this location in the Community of Lucan.

**Section 2.1.5.5**

*Medium Density Housing Medium density residential development in the form of townhouses, apartments and other forms of multiple unit housing shall be encouraged to locate where direct or proximate access to arterial or collector roads is available; where proximity exists to commercial areas, schools, and/or parks and open space; and where municipal services are available or capable of being made available. Intrusions into existing residential areas of predominantly single unit dwellings shall be discouraged and compatibility with the character and design of neighbouring development expected. Appropriate buffering and setbacks shall be provided where necessary to ensure compatibility. Standards regarding housing types, density, height, parking, and landscaped open space shall be addressed in the Zoning By-law. Site plan control shall apply.*

The subject lands front on Main Street (Provincial Highway No. 4); are in close proximity to the main commercial area in Lucan and a major municipal indoor and outdoor recreational facility. Municipal services are available. The proposed mixed-use building would be situated within lands designated and zoned for highway commercial uses; and the proposed apartment building is situated within lands already designated and zoned for the intended use, notwithstanding the requirement for increased building height and reduced rear yard setback. As the nearest single-family dwelling is located approximately 60m from the rear of the subject lands, the proposed development does not intrude into existing residential areas and the proposed exceptions to regulations are appropriate to accommodate redevelopment, development, and intensification.



**Section 2.1.5.7: Affordable Housing**

*The Township shall encourage housing forms and densities designed to be affordable to moderate and lower income households. The County has set a target that 20 percent of all housing be affordable based on an annual benchmark. The County will monitor and provide this figure on an annual basis.*

The proposed apartment dwelling units are an affordable alternative to single and semi-detached detached dwellings and ground oriented attached dwellings such as town housing.

**Section 2.1.5.11: Intensification and Redevelopment**

*The Township supports intensification and redevelopment, most notably within Settlement Areas, as well as in areas where the appropriate levels of servicing are or will be available. As a result, the Township requires that 15 percent of development occur by the way of intensification and redevelopment.*

*The Township shall encourage intensification and redevelopment within the Village of Lucan on vacant or underutilized sites in order to efficiently utilize designated settlement area land and available municipal services.*

*Residential intensification and redevelopment is subject to the following policies:*

- a) *Forms of residential intensification and redevelopment shall only be permitted based on the level of water and wastewater servicing that is available in the Village of Lucan.*
- b) *Residential intensification and redevelopment may take the form of multi-unit dwellings, dwelling conversion, street infilling, rear yard infilling, and infill subdivisions.*
- c) *Residential intensification and redevelopment may only occur to a maximum density which maintains the minimum lot areas permitted in the Zoning By-law, and/or is deemed suitable by the Township to satisfy the proposed water supply and wastewater disposal systems.*
- d) *When considering proposals for residential intensification and redevelopment, and in addition to all other applicable development criteria in the Official Plan, the Township will ensure that:*
  - i. *For dwelling conversions, the exterior design of the dwelling is compatible with the surrounding area in terms of height, bulk, scale, and layout;*
  - ii. *For street infilling, the proposal is consistent with the established building line and setbacks of the surrounding area.*
  - iii. *For rear yard infilling, the siting of buildings and parking areas must be done in a way which minimizes the impacts on neighbouring rear yards; allows for direct vehicular access provided to a public street with sufficient width to allow efficient vehicular use, on-site snow storage, and access and turn-around by emergency vehicles.*
  - iv. *For infill subdivisions, measures shall be considered, to buffer and screen the development from surrounding residential uses.*

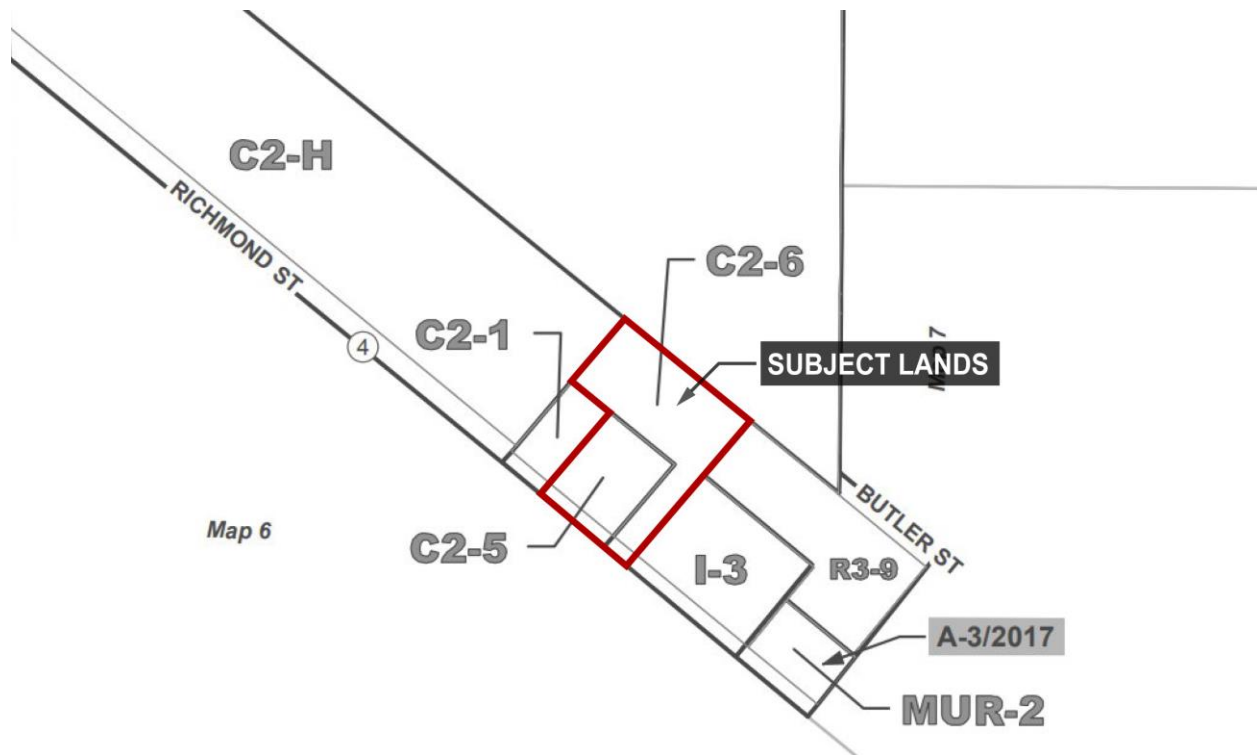
The proposed redevelopment of a mixed-use building and apartment building containing multiple residential units is supported by Policy 2.1.5.11. The proposal is within the designated Settlement Area of Lucan and the subject lands are underutilized and vacant. As previously stated, there are municipal services and public facilities to support the proposal. No adverse impacts are expected on the abutting institutional uses or the nearest residences. The existing vehicular access to Main Street is maintained, there is sufficient space to accommodate the emergency vehicles maneuvering requirements and for on-site snow storage.

Based on the above, the proposed OPA and ZBA to permit the proposed development is in conformity with the LBOP.

### 5.3 LUCAN BIDDULPH ZONING BY-LAW NO. 100-2003

The Lucan Biddulph Zoning By-law No. 100-2003 (“ZBL”) was adopted on October 7, 2003. The consolidated version of the ZBL dated July 2018, is used in this report to describe the existing zoning that applies to the subject lands. The lands are zoned C2-5 and C2-6 on Schedule “B” Map 2 in the ZBL (Figure 3).

**Figure 3 Zoning By-Law Map from Schedule “B” Map2**



The C2-5 and C2-6 zones are Exception zones. The defined area for the zones is the subject lands (280 Main Street). *Highway Commercial (C2-5) Exception Zone* applies to the existing one storey medical and professional office building. The C2-5 Zone permits clinic; office; general office; and all other permitted uses of the C2 zone including: animal clinic; car wash; drive-in or take-out restaurant; financial institution; garage, public; garden centre; gas bar; general retail store; market garden; mobile food outlet; motel; motor vehicle sales establishment; motor vehicle service establishment; restaurant; and service shop. The exception zoning that applies to the C2-5 Zone include: a Minimum Lot Area 2,800m<sup>2</sup>; a Minimum Lot Frontage of 50 m; and the Minimum Number of Parking Spaces for permitted uses are: clinic 1 per 15 m<sup>2</sup> of net floor area; office, general 1 per 30 m<sup>2</sup> of net floor area; and office, professional 1 per 30 m<sup>2</sup> of net floor area.

The *Highway Commercial (C2-6) Exception Zone* applies on the balance of the lands that are currently vacant. The C2-6 Zone permits: apartment dwelling; multiple unit dwelling; nursing

home; townhouse dwelling; and all other permitted uses of the C2 zone. Exception regulations that apply to the C2-6 Zone are: Minimum Lot Frontage 18 m; Front Yard Depth apartment dwelling 56 m; multiple unit dwelling 56 m; townhouse dwelling 56 m; and the Minimum Number of Parking Spaces are: apartment dwelling 1.5 per dwelling unit; multiple unit dwelling 1.5 per dwelling unit; nursing home 1 per 6 beds; townhouse dwelling 1.5 per dwelling unit.

As previously noted, it is proposed that the ZBA consolidate the existing zones into one zone for the proposed development on the subject lands. The standard Highway Commercial (C2) Zone regulations from which relief is requested are the Maximum Height (10 m is permitted, whereas 14.6 m is requested); and Rear Yard Depth (10 m minimum is required; whereas 4.0 m is requested). Relief is also required from Section 15.3.5.e) of the C2-5 Zone regulations to request a reduced parking rate for clinic uses of 1 space per 30 m<sup>2</sup> of net floor area, whereas 1 space per 15 m<sup>2</sup> is required; and Section 15.3.6.d) of the C2-6 Zone to permit a minimum front yard depth of 16.5 m for apartment dwellings, whereas a minimum of 56 m is required. It is important to note that Phase 1 can proceed, subject to the increased height and decreased rear yard setback requirements; Phase 2 requires the front yard setback reduction for apartment uses (consistent with the proposed OPA), increased height, and reduced parking requirement for clinic uses.

The proposed building height of 4 storeys (maximum 14.6 m) is appropriate in this instance as the buildings will be setback greater than the minimum required interior setbacks, thus increasing separation from abutting commercial uses to the east and west; and the nearest singled-detached dwelling is located approximately 60m from the proposed development, thus providing minimal, if any, overlook and privacy concerns. As such, based on the proposed height of the apartment building and distance to the nearest residential dwelling, the proposed apartment building is not expected to create any adverse impacts with respect to shadowing or overlook on adjacent residential lands.

The proposed reduction in the front yard depth for apartment dwellings is consistent with the proposed site-specific OPA to permit residential uses within the Highway Commercial designation portion of the subject lands. The spirit and intent of the Highway Commercial designation is being maintained by positioning office and/or general retail uses directly facing Main Street, with residential in behind on the ground floor. It is proposed that the site-specific front yard depth of 16.5m apply to all permitted uses within the subject lands.

The proposed reduction in the rear yard depth is appropriate as the subject lands do not back on to lands that are designated or zoned for residential purposes, and the nearest residential use (single detached dwelling) is approximately 60m from the proposed apartment building. Thus, there are no overlook or privacy concerns created from the proposed development on abutting land uses, and there is sufficient space for landscaping, buffering, and amenity space between the proposed building and the rear property line.

The proposed reduction in the parking requirement for a clinic use is appropriate as the number of parking spaces provided for this use (5 spaces) are sufficient for the intended use.

Furthermore, patients of the clinic can utilize visitor parking spaces provided for the residential uses on the subject lands, if necessary.

The requested amendments to the zone regulations for increases to height, and reductions to front yard and rear yard depth setbacks provide appropriate development standards at this location as potential adverse impacts on adjacent institutional and commercial land uses are not anticipated. Existing residential development is sufficiently separated from the proposed buildings to mitigate possible concerns over privacy, overlook and shadowing, as noted above. A future Site Plan Approval process will further address matters relating to any compatibility issues with abutting land uses.

The proposed special regulation amendments to the Zoning By-law to permit the proposed building height, reduced rear yard depth, reduced front yard depth for apartment dwellings, and parking for clinic uses to allow intensification and redevelopment are appropriate as physical services are available, and the proposal is compatible with the surrounding built form at this location.

## **6.0 SUMMARY AND CONCLUSIONS**

The purpose of this report is to demonstrate that an application proposing an OPA and ZBA to facilitate the redevelopment of an existing office building to create a mixed use development consisting of residential and office uses on lands that are currently underutilized is consistent with the applicable PPS policies and conforms to the applicable policies in the Middlesex County Official Plan and the applicable policies in the Lucan Biddulph Official Plan.

The proposed OPA to include residential uses within the Highway Commercial designation is appropriate in this instance, as the intended uses are being maintained, and residential uses are already permitted within the adjacent designation and zoning on the subject lands.

The proposed ZBA to consolidate the current exception zones to facilitate the redevelopment of the existing office building and development of a new mixed-use building and apartment building is appropriate at 280 Main Street in Lucan.

The proposed amendments are consistent with the PPS that encourages a range and mix of land uses to support development, redevelopment, and intensification in settlement areas. The proposed amendments are consistent with the direction to locate the proposed form and density of development in appropriate locations in settlement areas that have the public facilities and services to support the development. The proposed development is consistent with the direction to provide affordable housing opportunities.

The County OP and the LBOP contemplate this form of development at appropriate locations. Both Plans, encourage development, redevelopment, and intensification in serviced settlement areas. Both Official Plans encourage the provision of affordable housing and a variety of housing types. The proposed development fulfills a need within the Community and provides a desirable

residential development opportunity within Lucan that can accommodate existing residents, as well as attract new residents to the Community.

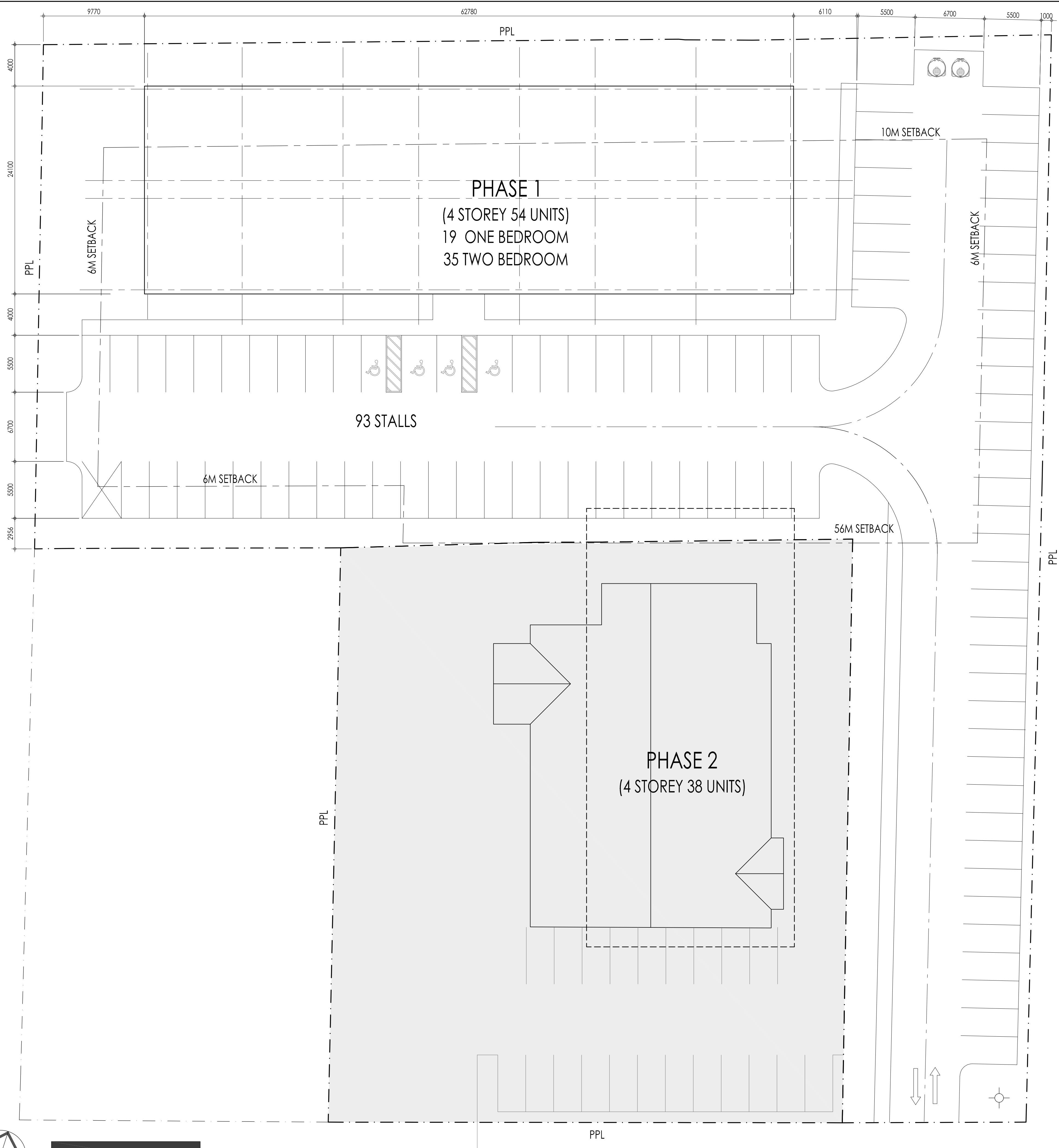
The proposed ZBA provides appropriate development standards to regulate the form of residential intensification and office redevelopment. Adverse impacts are not anticipated on adjacent institutional and commercial land uses and existing residential uses are adequately separated from the subject lands.

The proposed ZBA is consistent with the PPS and in conformity with the County and Township Official Plans.

Based on the above, the proposed OPA and ZBA is appropriate and represents sound land use planning principles.

# **APPENDIX 1**

## **Concept Plan & Building Renderings**



PHASE 1

ZONING DATA CHART: EXIST. - C2-6 ZONE (PERMITTED USES APARTMENT DWELLING)		
	REQ'D./ MAX./ MIN.	PROPOSED
PROPOSED ZONED USE		APARTMENT
LOT AREA (SM) MIN.	4,000 SM	5,750 SM (.575 HA)
LOT FRONTAGE (M) MIN.	18 M	18 M
FRONT YARD DEPTH (M) MIN.	56 M	80.1 M
REAR YARD DEPTH (M) MIN.	10 M	4 M
INTERIOR SIDE YARD DEPTH (M) MIN.	6 M	9.7 M
LOT COVERAGE (%) MAX.	25% MAX.	22.3%
BUILDING HEIGHT (M) MIN.	10 M	14.6 M
LANDSCAPED OPEN SPACE		31%
PARKING 1.5/UNIT	1.5x54 = 81 STALLS REQ'D (HCP 81x4%=4 STALLS REQ'D)	93 STALLS PROVIDED



KEY PLAN  
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p: 519.601.6274  
www.matterinc.ca

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280 Main Street Lucan, ON

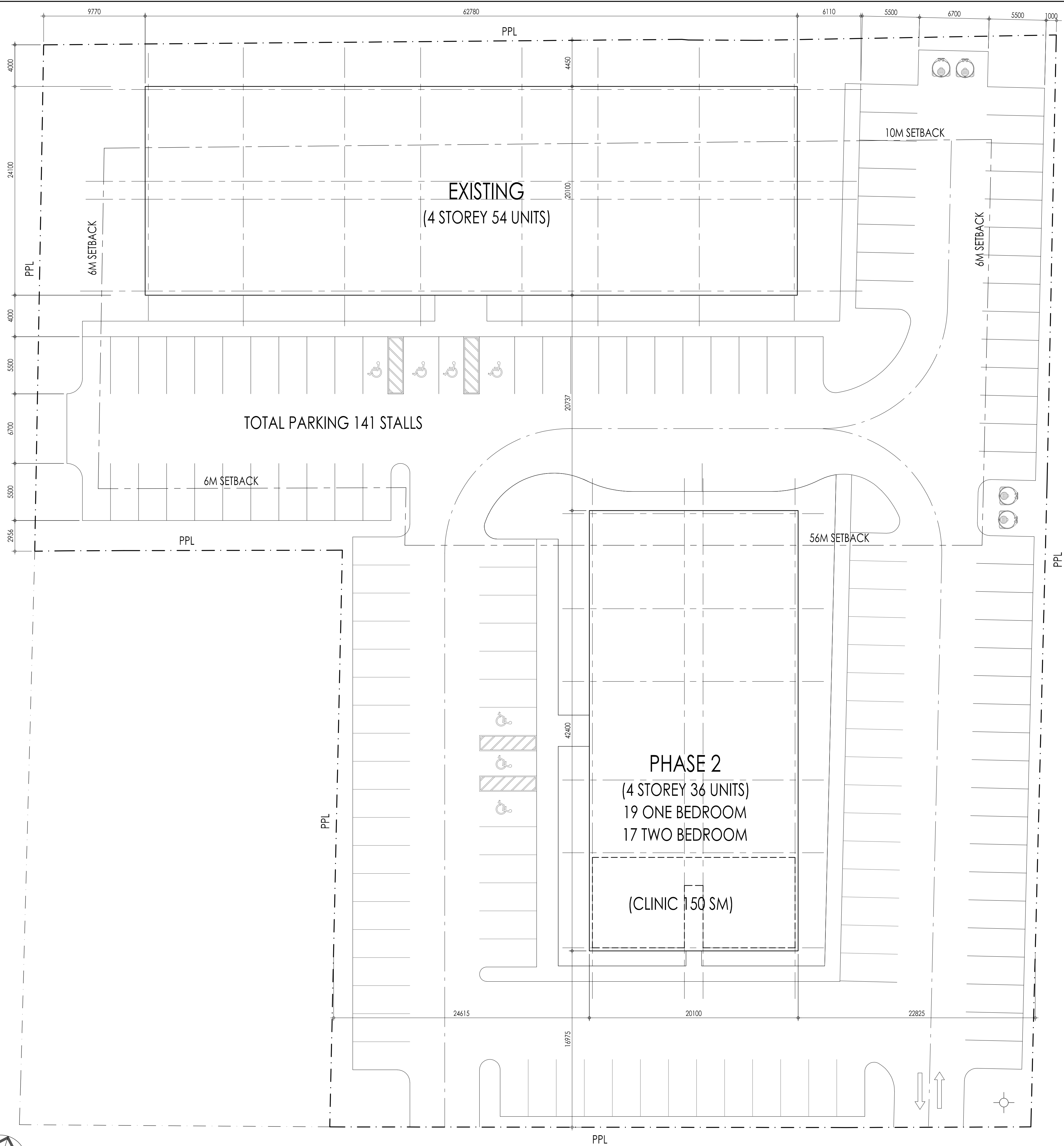
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Scale:  
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Project No:  
**19-061**

Sheet No:  
**A100**

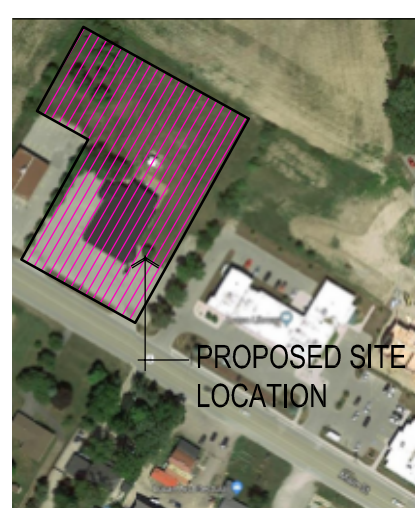
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PHASE 1

ZONING DATA CHART: EXIST. - C2-6 ZONE (PERMITTED USES APARTMENT DWELLING)

	REQ'D./ MAX./ MIN.	PROPOSED
PROPOSED ZONED USE		APARTMENT
LOT AREA (SM) MIN.	4,000 SM	8,532 SM (.853 HA)
LOT FRONTAGE (M) MIN.	18 M	67.5 M
FRONT YARD DEPTH (M) MIN.	56 M	17 M
REAR YARD DEPTH (M) MIN.	10 M	4 M
INTERIOR SIDE YARD DEPTH (M) MIN.	6 M	9.7 M
LOT COVERAGE (%) MAX.	25% MAX.	25%
BUILDING HEIGHT (M) MIN.	10 M	14.6 M
LANDSCAPED OPEN SPACE		33.6%
PARKING 1.5/UNIT CLINIC 1/30 SM	PHASE 1 (54 UNITS) 81 REQ'D PHASE 2 (36 UNITS) 54 REQ'D CLINIC (150 / 30) 5 REQ'D TOTAL PARKING REQ'D 140	141 STALLS PROVIDED
PHASE 2 (3 HCP PARKING REQ'D)		



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Scale: AS SHOWN Project No: 19-061  
Sheet No: A300

## **REFERENCES**

Provincial Policy Statement (2020)

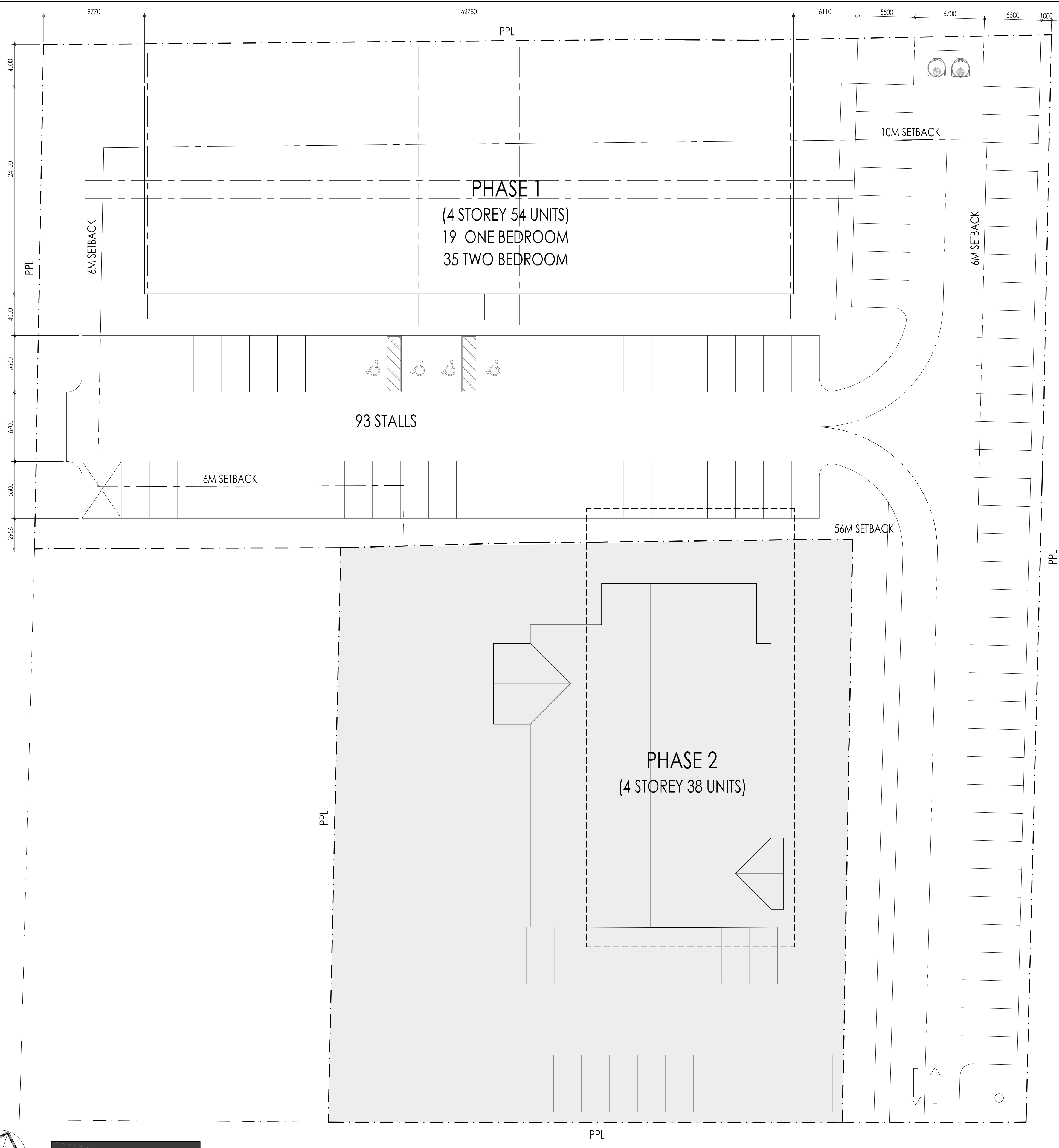
County of Middlesex Official Plan (Consolidated Version) (August 2006)

Lucan Biddulph Official Plan (September 2017)

Lucan Biddulph Zoning By-law (May 2005)

The Minimum Distance Separation (MDS) Document – Publication 853 (March 2017)

Guidelines on Permitted Uses in Prime Agricultural Areas – Publication 851 (2016)



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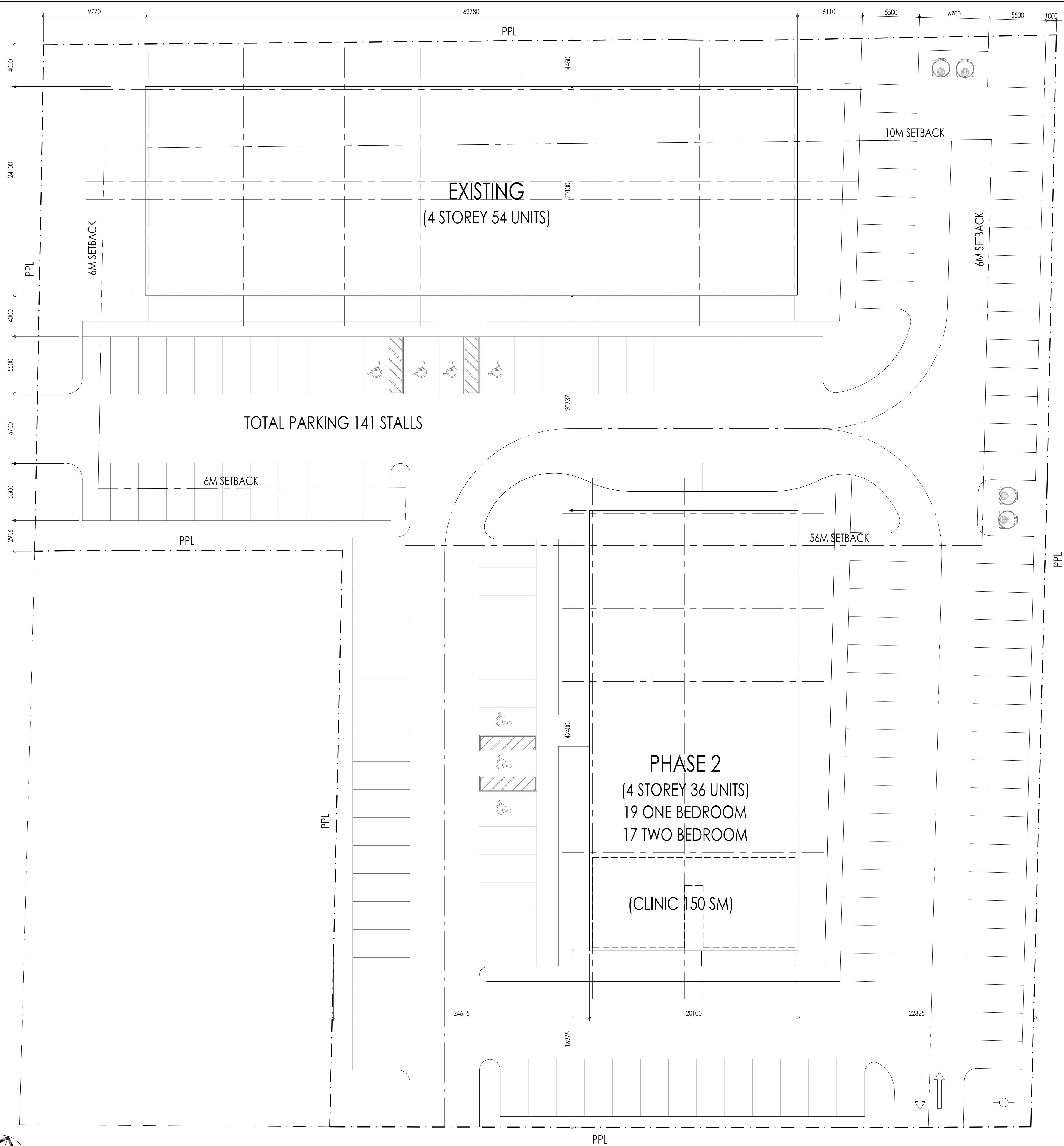
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Project No:  
**19-061**

Sheet No:  
**A100**

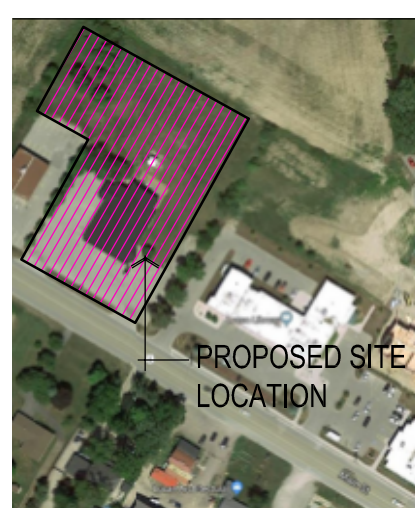
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A100 Scale: 1:200



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280 Main Street Lucan, ON

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19-061

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Scale: AS SHOWN Project No: 19-061  
Sheet No: A300

**AMENDMENT NO. \_\_\_  
TO THE  
OFFICIAL PLAN  
OF THE  
TOWNSHIP OF LUCAN BIDDULPH**

**SUBJECT: WALTER ANTON LOCK**

**Part of Lot 4, North of the Proof Line Road  
(Geographic Village of Lucan)  
Township of Lucan Biddulph,  
County of Middlesex**

**THE CONSTITUTIONAL STATEMENT**

PART A - THE PREAMBLE does not constitute part of this amendment. The Preamble provides an explanation of the proposed amendment including the purpose, location, and background information but does not form part of this amendment.

PART B - THE AMENDMENT, consisting of the following text and schedule constitutes Amendment No. \_\_ to the Official Plan for the Township of Lucan Biddulph.

## **PART A - THE PREAMBLE**

### **1. PURPOSE AND EFFECT**

The purpose and effect of this application is to amend the Lucan Biddulph Official Plan by re-designating certain lands from the “Highway Commercial” designation to a “Highway Commercial-Special Policy Area 1” designation to permit the establishment of residential uses. This Amendment would re-designate the southerly portion of the lands comprised of approximately 0.875 hectares (2.2 ac.) at 280 Main Street.

The subject lands are located on the north side of Main Street, Provincial Highway 4, near the west boundary of Lucan. These lands are currently owned by Walter Anton Lock and currently contain a one storey medical and general office building in the south portion of the property; the north portion of the property is vacant.

The proposed redevelopment consists of the construction of a 4 storey apartment building on the vacant portion of the subject lands (Phase 1); and the demolition of the existing one storey clinic and general office building, to be replaced with a mixed-use building with a height of 4 storeys and consisting of residential and office/clinic uses (Phase 2)

Surrounding land uses are agriculture to the north; single detached dwellings to the northeast and south; institutional (Lucan Biddulph Township Office and Lucan Library Building), and low-rise apartment buildings (Lucan Woods) to the east; and a veterinary clinic building (formerly Canada Trust ATM) to the west. The nearest single detached residence located on Butler Street is approximately 60 m from the rear lot line of the subject lands. Indoor and outdoor recreational facilities (the Lucan Community Memorial Centre & Arena) are located on the south side of Main Street within 100 m (328 ft.) of the subject lands. Library and medical services are located on the abutting lands to the east and west respectively. The site is within walking distance ( $\pm 700$  m /  $\pm 2300$  ft.) of the Central Commercial Area (Foodland, LCBO, restaurants, Fire Hall, etc.).

### **2. BASIS**

The Planning Act requires all decisions made under the Act “be consistent with” the Provincial Policy Statement, 2020 (PPS). The PPS provides direction for growth and development to occur within settlement areas, and to promote appropriate development standards which facilitate intensification, redevelopment, compact form, and a mix of uses densities that allow for the efficient use of land, infrastructure and public service facilities, while avoiding or mitigating risks to public health and safety. The subject proposal satisfies such criteria.

According to the Middlesex County Official Plan, the subject lands are within the Settlement Areas (Urban and Community) designation. Permitted uses within this designation include a variety of housing types and commercial uses. Settlement Areas Urban Areas and Community Areas are identified as the focus for future growth including residential, commercial, and industrial development. Lucan is a designated Urban Settlement Area in the Township Official Plan and has concentrations and intensity of land uses. The Settlement Area policy supports the proposed development in the Urban Area of Lucan to accommodate a significant portion of the projected growth in the Township over the planning period.

The Lucan Biddulph Official Plan designates the lands as “Highway Commercial” and “Residential” and provides a broad framework for proposed amendments thereto. The subject



proposal complies with the policies of the Lucan Biddulph Official Plan in that it is consistent with the PPS and in conformity with the County Official Plan. In addition, the subject proposal is justifiable in that the re-designation would facilitate the development of a mixed-use building and apartment building with a form and density that is in an appropriate location, and will provide more housing variety in terms of type, form, and affordability.

According to the Lucan Biddulph Zoning By-law, the lands at 280 Main Street are currently zoned Highway Commercial (C2-5 & C2-6) Exception Zone. The applicants have applied to re-zone the lands to a consolidated 'site specific' Highway Commercial (C2-10) Exception Zone to permit all the uses currently included in the C2-5 and C2-6 zones; a maximum height of 14.6 metres (4 storeys), whereas 10 metres (3 storeys) is currently permitted; a reduction in the minimum rear yard depth to 4.0 metres, whereas 10 metres is currently required; a reduction to the minimum front yard depth of all permitted uses to 16.5 metres, whereas 56 metres is currently required for apartment dwellings; and a reduction in the minimum number of parking stalls for a clinic use (1 per 30 m<sup>2</sup> of net floor area), whereas 1 per 15 m<sup>2</sup> of net floor area is currently required.

Based on the foregoing, the subject proposal is consistent with the Provincial Policy Statement and conforms to the Middlesex County Official Plan and constitutes sound land use planning.

## **PART B - THE AMENDMENT**

All of this part of the Amendment entitled 'Part B - The Amendment', including the attached Schedule 'A', constitutes Amendment No. \_ to the Official Plan of the Township of Lucan Biddulph.

## **DETAILS OF THE AMENDMENT**

The Official Plan of the Township of Lucan Biddulph is hereby amended in accordance with the following:

1. That Section 2.1.3.1 with the addition of the following policy:

“(1) Highway Commercial Special Policy Area 1

Notwithstanding any other policy of this Plan, residential uses may be permitted on the property legally described as Part of Lot 4, North of Proof Line Road (geographic Village of Lucan), Township of Lucan Biddulph, County of Middlesex, and known municipally as 280 Main Street and shown on Schedule 'A' as Highway Commercial Special Policy Area 1.”

2. That Schedule 'A' – Land Use Plan of the Official Plan is hereby amended by changing the designation of certain lands known municipally as 280 Main Street, legally described as Part of Lot 4, North of Proof Line Road (geographic Village of Lucan), Township of Lucan Biddulph, County of Middlesex, from 'Highway Commercial' to 'Highway Commercial Special Policy Area 1'.



# SCHEDULE "A"

## AMENDMENT NO. \_ OF THE OFFICIAL PLAN OF THE TOWNSHIP OF LUCAN BIDDULPH



### LAND USE DESIGNATIONS

- |  |                    |  |                       |
|--|--------------------|--|-----------------------|
|  | RESIDENTIAL        |  | CENTRAL COMMERCIAL    |
|  | HIGHWAY COMMERCIAL |  | MIXED USE RESIDENTIAL |
|  | INDUSTRIAL         |  | PARKS AND OPEN SPACE  |
|  | AGRICULTURAL       |  |                       |

### ROAD DESIGNATIONS

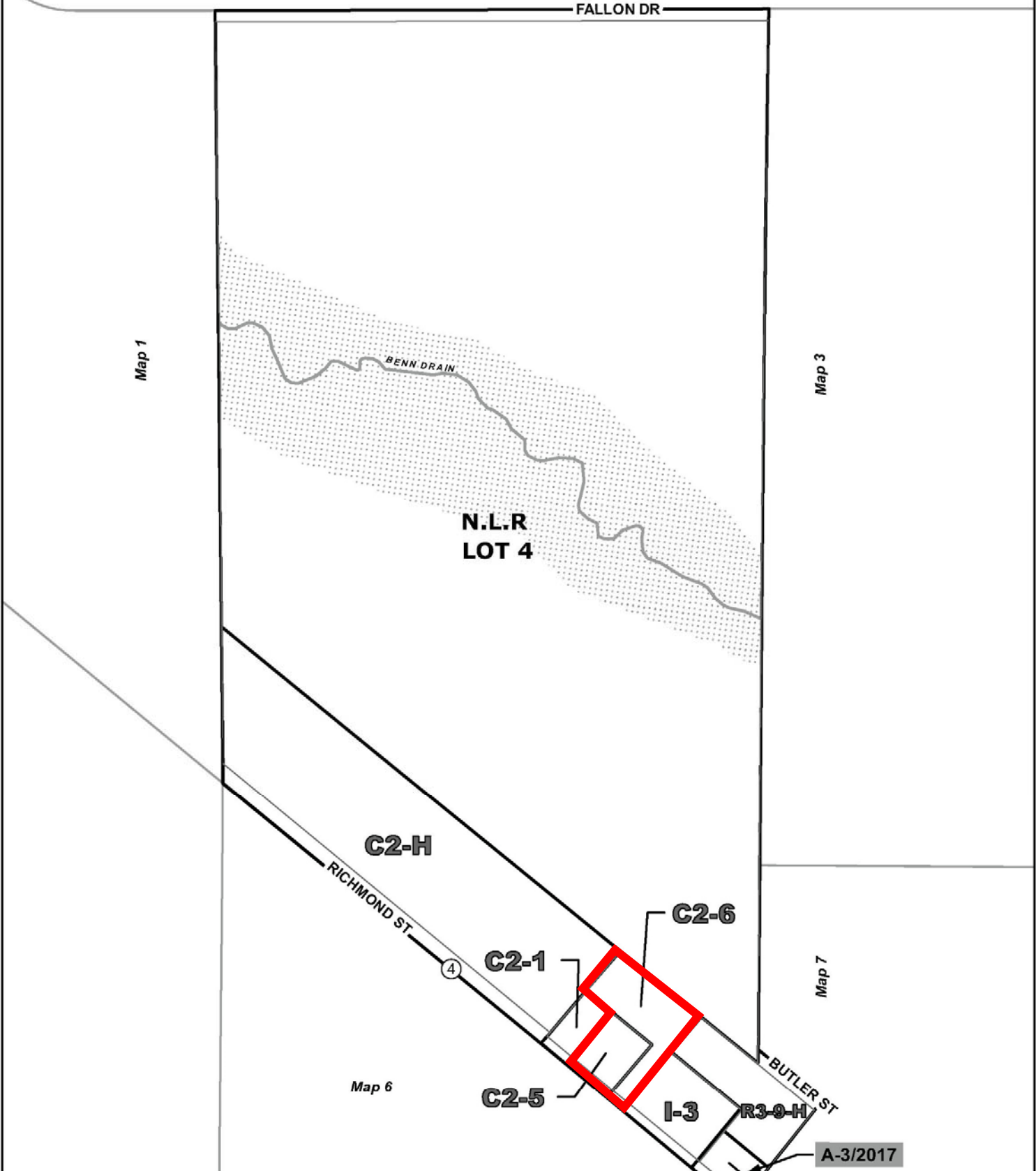
- |  |            |
|--|------------|
|  | PROVINCIAL |
|  | COUNTY     |
|  | TOWNSHIP   |

N.T.S



**PROPOSED ZONING BY-LAW AMENDMENT**

- 15.3.10 a) Defined Area (280 Main Street)  
C2-10 as shown on Schedule “B” on Map 2 to this By-law
- b) Permitted Uses  
apartment dwelling  
clinic  
multiple unit dwelling  
nursing home  
office, general  
office, professional  
townhouse dwelling  
all other permitted uses of the C2 zone
- c) Minimum Front Yard Depth 16.5 m
- d) Minimum Rear Yard Depth 4 m
- e) Maximum Height 14.6 m
- f) Minimum Number of Parking Spaces
- |                        |   |
|------------------------|---|
| apartment dwelling     | 1.5 per dwelling unit                     |
| clinic                 | 1 per 30 m <sup>2</sup> of net floor area |
| multiple unit dwelling | 1.5 per dwelling unit                     |
| nursing home           | 1 per 6 beds                              |
| office, general        | 1 per 30 m <sup>2</sup> of net floor area |
| office, professional   | 1 per 30 m <sup>2</sup> of net floor area |
| townhouse dwelling     | 1.5 per dwelling unit                     |



**REZONE FROM HIGHWAY COMMERCIAL EXCEPTION C2-5 & C2-6 TO HIGHWAY COMMERCIAL EXCEPTION C2-10**

**NOTICE OF SITTING OF COURT OF REVISION**

The Drainage Act, R.S.O. 1990, chapter D17, section 46(1) (2).

**CORPORATION OF THE TOWNSHIP OF LUCAN BIDDULPH  
BOX 190, LUCAN, ON NOM 2J0**

**RE: Hodgins Municipal Drain Branch B**

Notice is hereby given that a Court of Revision will be held at the Township of Lucan Biddulph offices, 270 Main Street, Lucan, Ontario N0M 2J0 on the 6th day of October, 2020 at 6:15 p.m. to hear any owner of land, or where roads in the local municipality are assessed, any ratepayer, who complains that his/her or any other land or road has been assessed too high or too low or that any land or road that should have been assessed has not been assessed, or that due consideration has not been given or allowance made as to type or use of land, who personally, or by his/her agent, has given notice in writing to the Clerk of the municipality that he/she considers himself aggrieved for any or all such causes and such notice to be given to the Clerk of the initiating municipality not later than 10 days prior to the first sitting of the Court of Revision.

Ron Reymer, Clerk  
Township of Lucan Biddulph

Dated this 16th day of September, 2020

If no notice of intention to make application to quash a By-law is served upon the Clerk of the municipality within 10 days after the passing of the By-law or, where a notice of intention has been given, if an application to quash is not made to the referee within three months after the passing of the By-law, the By-law, or so much thereof as is not the subject of or is not quashed upon any such application, is valid and binding according to its terms, so far as it prescribes or directs anything within the proper competence of the Council:

The Drainage Act, R.S.O. 1990, chapter D17, section 58 (2).

Enclosed herewith, please find a copy of the Township of Lucan Biddulph's Provisional By-law No. 40-2020. A copy of the Engineer's Report together with a schedule of assessments on this drain was previously forwarded to you.

**HODGINS DRAIN - BRANCH "B" 2020**

**Township of Lucan Biddulph**



**SPRIET  
ASSOCIATES**  
ENGINEERS & ARCHITECTS

155 York Street  
London, Ontario N6A 1A8  
Tel. (519) 672-4100  
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Our Job No. 219164

First submitted July 9, 2020  
Resubmitted August 27, 2020

London, Ontario  
First submitted July 9, 2020  
Resubmitted August 27, 2020

## **HODGINS DRAIN - BRANCH "B" 2020**

### **Township of Lucan Biddulph**

To the Mayor and Council of  
The Township of Lucan Biddulph

Mayor and Council:

We are pleased to present our report on the reconstruction of Branch "B" of the Hodgins Municipal Drain serving parts of Lots 22 to 24, Concessions 12 and 13, in the Township of Lucan Biddulph. The total watershed area contains approximately 47.1 hectares.

#### **AUTHORIZATION**

This report was prepared pursuant to Sections 4 and 78 of the Drainage Act. Instructions were received from your Municipality with respect to a motion of Council. The work on Branch "B" was initiated by a request signed by one of the affected landowners.

The work on Branch '1' was initiated by a petition signed by the owner whose lands contain over 60 percent of the area requiring drainage.

#### **DRAINAGE AREA**

The total watershed area for Branch '1' contains approximately 3.1 hectares. The area requiring drainage for Branch '1' is described as part of Lot 23, Concession 12.

#### **HISTORY**

The Hodgins Drain Branch "B" was originally constructed many years ago as an award ditch. It was incorporated as Branch "B" of the Hodgins Drain in a report by W.G. McGeorge, O.L.S dated September 24, 1945. The open portion extended from its outlet in the Hodgins Main Drain at the north limits of Lot 20, Concession 11, southeasterly across Breen Drive and a further distance of 285 meters into Lot 21, Concession 11.

The existing ditch was backfilled and replaced with a closed drainage system consisting of 600mm to 525mm diameter concrete tile and surface water swale, pursuant to a report by A.J. Devos, P. Eng., dated August 31, 1977. The closed drain was extended upstream with 525mm to 300mm concrete tile, to the west side of Granton Line (County Road No. 59) at the Granton Drain No. 1 outlet in the south part of Lot 23. This extension replaced the previous closed portion of Branch "B" of the Hodgins Drain.





## HISTORY (cont'd)

The lower portion was most recently reconstructed pursuant to a report submitted by M.P. DeVos, P.Eng., dated May 17, 2002. This report twinned the existing tile from its outlet to the line between Lot 22 and Lot 23, Concession 12 with 450mm to 600mm tile.

## EXISTING DRAINAGE CONDITIONS

At a site meeting held with respect to the project and through later discussions, the owners reported the following:

- that the existing drainage systems are not functioning satisfactorily and requested that the remaining single tile portion be twinned to provide improved outlet capacity
- that we investigate a branch to go to the County Road
- that we provide an estimate for a 50mm design capacity above the standard 38mm design

A field investigation and survey were completed. Upon reviewing our findings, we note the following:

- that the existing 1977 tile is undersized by today's standards but is in good working condition
- that the north-easterly portion of the watershed area in Lot 23, Concession 12 does not have proper sub-surface or surface drainage outlet
- the County of Middlesex constructed a storm drainage system on Granton Line through the Village of Granton during the reconstruction of Granton Line in 1992. The portion of the Granton Line north of Ann Street and the tributary Village roads were drained with two 300mm diameter storm sewers which outlet into the 300mm diameter agricultural tile at the head of Branch "B" of the Hodgins Drain. Accordingly, additional capacity is required in Branch "B" in order to properly accommodate the discharge from the Granton drainage system

Preliminary design, cost estimates and assessments were prepared, and an informal public meeting was held to review the findings and preliminary proposals. Further input and requests were provided by the affected owners at that time and at later dates.

- that the owners decided to go forward with the 50mm design at this time
- that prior to the Meeting to Consider the report, the owners of the residential property (Roll no. 40-095-01) requested that the proposed drain through their property be relocated to its southerly perimeter



## DESIGN CRITERIA AND CONSIDERATIONS

The Drainage Coefficient method contained in the "DRAINAGE GUIDE FOR ONTARIO", Publication 29 by the Ontario Ministry of Agriculture, Food, and Rural Affairs is typically used to design municipal drains. The Drainage Coefficient defines a depth of water that can be removed in a 24-hour period and is expressed in millimetres per 24 hours. The coefficient used to design this drain with respect to capacity was 50mm per 24 hrs for agricultural areas and additional flow from the urban upstream in Granton.

We would like to point out that there have been no indications of any adverse soil conditions, but this region is known to have stones present. It should be noted that no formal soil investigation has been made, with this information being provided by the owners.

All of the proposed work has been generally designed and shall be constructed in accordance with the DESIGN AND CONSTRUCTION GUIDELINES FOR WORK UNDER THE DRAINAGE ACT.

## RECOMMENDATIONS

We are therefore recommending the following:

- that a new 300mm to 750mm tile, to be known as Branch "B", be constructed adjacent and work in conjunction with the existing tile, including cross connections and related appurtenances, from the line between Lot 22 and Lot 23 to the Branch '1' junction and that it be replaced from there to the west side of County Road No. 59 in Granton
- that a new closed drain, to be known as Branch '1' of the Hodgins Drain, consisting of 200mm tile, including related appurtenances, be constructed to provide a proper surface and sub-surface drainage outlet
- that as requested by the owners of property 40-095-01, the proposed drain be located parallel and within 3 meters of their south property line to avoid trees and allow better use of their property
- that catchbasins be installed at various locations on the proposed drains to allow direct surface water entry into the tiles and thereby reduce surface flow and erosion

Due to the indications of poor soil conditions our design includes the wrapping of tile joints with geotextile and a contingency allowance for crushed stone bedding wrapped with geotextile where and if necessary. These areas are typically identified at the time of construction but may only become apparent after construction is completed. In this case, the extra costs for removal and reinstallation on stone bedding would be an extra to the project and if already billed become a supplementary billing.

Our design includes the wrapping of tile joints with geotextile to prevent the incursion of fine soil particles into the drain. If areas of poor soil are encountered at the time of construction, it may become necessary to install the tile on crushed stone bedding wrapped with geotextile or substitute plastic filter tile through such areas. The additional costs of such work would be an extra to the project. These areas are typically identified at the time of construction but may only become apparent after construction is completed. In this case, the extra costs for removal and



## RECOMMENDATIONS (cont'd)

reinstallation on stone bedding would be an extra to the project and if already billed become a supplementary billing.

In accordance with the principals of Section 14(2) of the Drainage Act, the existing surface waterway along the route of the tile drain(s) shall be part of the drainage works for future maintenance. The width available for the waterway shall be equal to the maintenance working width as noted on the Contract Drawings.

## ENVIRONMENTAL CONSIDERATIONS AND MITIGATION MEASURES

Based on the information available, there are no significant wetlands, sensitive areas or endangered species within the affected watershed area or along the route of the drains. The proposed construction of the Hodgins Drain Branch "B" 2020 includes surface inlets which greatly help reduce the overland surface flows and any subsequent erosion. A temporary flow check of silt fencing is to be installed in the ditch downstream of the tile outlet for the duration of the construction.

## SUMMARY OF PROPOSED WORK

The proposed work consists of approximately 1,185 lineal meters of 200mm to 750mm concrete field tile and plastic sewer pipe including related appurtenances.

## SCHEDULES

Three schedules are attached hereto and form part of this report, being Schedule 'A' - Allowances, Schedule 'B' - Cost Estimate, and Schedule 'C' - Assessment for Construction.

Schedule 'A' - Allowances. In accordance with Sections 29 and 30 of the Drainage Act, allowances are provided for right-of-way and damages to lands and crops along the route of the drain as defined below.

Schedule 'B' - Cost Estimate. This schedule provides for a detailed cost estimate of the proposed work which is in the amount of \$165,000.00. This estimate includes engineering and administrative costs associated with this project.

Schedule 'C' - Assessment for Construction. This schedule outlines the distribution of the total estimated cost of construction over the roads and lands which are involved.

Drawing No. 1, Job No. 219164 and specifications form part of this report. They show and describe in detail the location and extent of the work to be done and the lands which are affected.



## ALLOWANCES

**RIGHT-OF-WAY:** Section 29 of the Drainage Act provides for an allowance to the owners whose land must be used for the construction, repair, or future maintenance of a drainage works.

For tile drains where the owners will be able to continue to use the land, the allowance provides for the right to enter upon such lands, and at various times for the purpose of inspecting such drain, removing obstructions, and making repairs. Also, the allowance provides for the restrictions imposed on those lands to protect the right-of-way from obstruction or derogation. The amounts granted for right-of-way on tile drains is based on a percentage of the value of the land designated for future maintenance. Therefore, the amounts granted are based on \$6,750.00/ha. through cropped lands. This value is multiplied by the hectares derived from the width granted for future maintenance and the applicable lengths. No right-of-way was previously provided for any of the existing drains being replaced or twinned.

Where the new tile drain is installed adjacent to the existing drain as a dual tile system, the allowance for right-of-way was granted in a previous report, and then right-of-way is granted only for the additional working width provided.

**DAMAGES:** Section 30 of the Drainage Act provides for the compensation to landowners along the drain for damages to lands and crops caused by the construction of the drain. The amount granted is based on \$3,510.00/ha for closed drains installed with a wheel machine. This base rate is multiplied by the hectares derived from the working widths shown on the plans and the applicable lengths.

## ASSESSMENT DEFINITIONS

In accordance with the Drainage Act, lands that make use of a drainage works are liable for assessment for part of the cost of constructing and maintaining the system. These assessments are known as benefit, outlet liability and special benefit as set out under Sections 22 and 23 of the Act.

### SECTION 22

**Benefit** as defined in the Drainage Act means the advantages to any lands, roads, buildings or other structures from the construction, improvement, repair or maintenance of a drainage works such as will result in a higher market value or increased crop production or improved appearance or better control of surface water, or any other advantages relating to the betterment of lands, roads, buildings or other structures.

### SECTION 23

**Outlet** liability is assessed to lands or roads that may make use of a drainage works as an outlet either directly or indirectly through the medium of any other drainage works or of a swale, ravine, creek or watercourse.

In addition, a Public Utility or Road Authority shall be assessed for and pay all the increased cost to a drainage works due to the construction and operation of the Public Utility or Road Authority. This may be shown as either benefit or special assessment.



**ASSESSMENT**

A modified "Todgham Method" is typically used to calculate the assessments shown on Schedule 'C'- Assessment for Construction. This entails breaking down the costs of the drain into sections along its route. Special Assessments and Special Benefit Assessments are then extracted from each section.

The remainder is then separated into Benefit and Outlet Assessments. The Benefit is distributed to those properties receiving benefit as defined under "Assessment Definitions", with such properties usually being located along or close to the route of the drain. The Outlet is distributed to all properties within the watershed area of that section on an adjusted basis. The areas are adjusted for location along that section, and relative run-off rates. Due to their different relative run-off rates, forested lands are assessed for outlet at lower rates than cleared lands. Also, roads and residential properties are assessed for outlet at higher rates than cleared farmlands.

The actual cost of the work involving this report, with the exception of Special Assessments, is to be assessed on a pro-rata basis against the lands and roads liable for assessment for benefit and outlet as shown in detail below and on Schedule 'C' - Assessment for Construction. The Special Assessments shall be levied as noted in the Section "Special Assessment".

The cost to restore water supply for any well determined to be impacted by any construction covered under this report shall become part of this report and be pro-rated with the costs provided for in this report.

**SPECIAL ASSESSMENT**

In accordance with Section 26 of the Drainage Act, a Special Assessment has been made against the County of Middlesex being the increased cost to the drainage work for removing and restoring their sidewalk on Granton Line. The Special Assessments shall be made up of the actual cost of this work and both the final and estimated values of the Special Assessment are to be calculated as follows:

Drain	Cost of Work	Less Equivalent Drain Cost (Fixed)	Plus Administration Cost	Plus Interest & Net H.S.T.	Special Assessment
Sidewalk	\$2,900.00	N/A	\$1,100.00	\$200.00	\$4,200.00

In accordance with Section 26 of the Drainage Act, a Special Assessment has been made against the Township of Lucan Biddulph for the cost of locating and determining the elevation of their sanitary sewers and construction of the drain over the sewer, being the increased cost to the drainage works due to the construction and operation of their utilities. The Special Assessment shall be as shown on Schedule 'C'.

In accordance with Section 26 of the Drainage Act, a Special Assessment has been made against Quadro Communications for the cost of locating and determining the elevation of their fibre optic cables, being the increased cost to the drainage works due to the construction and operation of their utilities. The Special Assessment shall be as shown on Schedule 'C'.

## SPECIAL ASSESSMENT (cont'd)

In accordance with Section 26 of the Drainage Act, a Special Assessment has been made against Enbridge Gas Inc. for the cost of locating and determining the elevation of their gasmain, being the increased cost to the drainage works due to the construction and operation of their utilities. The Special Assessment shall be as shown on Schedule 'C'.

If any additional work is required to the drainage works due to the existence of buried utilities such as gas/water/oil pipe lines, communications cables, etc. or if any of the utilities require relocation or repair, then, the extra costs incurred shall be borne by the utility involved in accordance with the provisions of Section 26 of the Drainage Act.

## GRANTS

In accordance with the provisions of Section 85 of the Drainage Act, a grant **may** be available for assessments against privately owned parcels of land which are used for agricultural purposes and eligible for the Farm Property Class Tax rate. Section 88 of the Drainage Act directs the Municipality to make application for this grant upon certification of completion of this drain. The Municipality will then deduct the grant from the assessments prior to collecting the final assessments. It should be noted that all costs to increase the design standard on Branch "B" of the Hodgins Drain above the 38mm per 24 hours is assessed separately and shown not to receive the grant.

## MAINTENANCE

Upon completion of construction, all owners are hereby made aware of Sections 80 and 82 of the Drainage Act which forbid the obstruction of or damage or injury to a municipal drain. This includes tree roots penetrating tiles from trees planted by owners or naturally occurring. For tiles through bush areas we recommend the owner maintain the cleared space by either mowing (hay) or growing a crop over it. If no maintenance is completed over several years, we recommend the Municipality complete the mowing/clearing as part of maintenance at the discretion of the Drainage Superintendent.

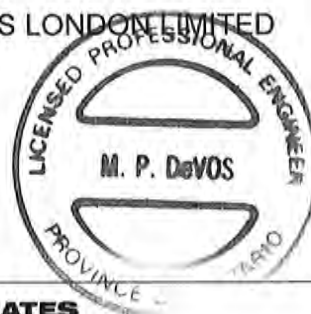
After completion, the entire Branch "B" of the Hodgins Drain shall be maintained by the Township of Lucan Biddulph at the expense of all upstream lands and roads assessed in Schedule 'C' - Assessment for Construction and in the same relative proportions until such time as the assessment is changed under the Drainage Act.

Special Assessments shall **not** be pro-rated for future maintenance purposes but shall be applied as an actual cost special if part of the maintenance. Special Benefit Assessments shall only be pro-rated for future maintenance purposes, if the work assessed for special benefit is part of the maintenance.

Respectfully submitted,

SPRIET ASSOCIATES LONDON LIMITED

M.P. DeVos, P. Eng.



MPD:bv



**SPRIET ASSOCIATES**  
engineers & architects

SCHEDULE 'A' - ALLOWANCES

**HODGINS DRAIN - BRANCH "B" 2020**

**Township of Lucan Biddulph**

In accordance with Sections 29 and 30 of the Drainage Act, we determine the allowances payable to owners entitled thereto as follows:

CON.	LOT	ROLL NUMBER (Owner)	Section 29 Right-of-Way	Section 30 Damages	TOTALS
<b>BRANCH 'B'</b>					
12	22	40-098 (H. & K. Dietrich)	\$	\$ 100.00	\$ 100.00
12	23	40-096 (Hugh Dietrich Farms)	2,970.00	6,450.00	9,420.00
12	SEPt. 23	40-095-01 (T. & L. Foster)		330.00	330.00
Total Allowances			\$ 2,970.00	\$ 6,880.00	\$ 9,850.00
<b>TOTAL ALLOWANCES ON THE BRANCH 'B'</b>					<b>\$ <u>9,850.00</u></b>
<b>BRANCH "1"</b>					
12	23	40-096 (Hugh Dietrich Farms)	\$ 1,360.00	\$ 1,410.00	\$ 2,770.00
Total Allowances			\$ 1,360.00	\$ 1,410.00	\$ 2,770.00
<b>TOTAL ALLOWANCES ON THE BRANCH "1"</b>					<b>\$ <u>2,770.00</u></b>
<b>TOTAL ALLOWANCES ON THE HODGINS DRAIN - BRANCH "B" 2020</b>					<b>\$ <u>12,620.00</u></b>

SCHEDULE 'B' - COST ESTIMATE

HODGINS DRAIN - BRANCH "B" 2020

Township of Lucan Biddulph

We have made an estimate of the cost of the proposed work which is outlined in detail as follows:

**BRANCH 'B'**

Mobilization of equipment		\$	500.00
Disconnect exist. 450mm tile and connect new 750mm tile to exist. 900mm x 1500mm catchbasin		\$	800.00
Connect exist. 400mm and new 675mm tile to new 750mm tile with 750mm x 450mm wye including supply, installation and compaction of granular A bedding and cover material		\$	750.00
Installation of the following concrete field tile including supply & installation of geotextile around tile joints (approx. 1710m req'd)			
90 meters of 300mm dia. concrete tile		\$	1,680.00
152 meters of 350mm dia. concrete tile		\$	3,110.00
117 meters of 450mm dia. concrete tile		\$	2,620.00
3 meters of 525mm dia. concrete tile		\$	70.00
205 meters of 600mm dia. concrete tile		\$	5,300.00
330 meters of 675mm dia. concrete tile		\$	8,800.00
20 meters of 750mm dia. concrete tile		\$	540.00
Supply of the above listed tile		\$	43,520.00
Supply & Installation of the following HDPE sewer pipe (with rubber gaskets) across lawn area and past trees including supply & installation of bedding and backfill materials, restoration of lawn areas			
50 meters of 450mm dia. pipe (lawn areas)		\$	4,000.00
17 meters of 450mm dia. pipe (field areas)		\$	940.00
Supply of the above listed sewer pipe		\$	4,390.00
Supply & installation of 4 meters of 450mm PVC SDR 35 sewer pipe over existing 200mm sanitary sewer		\$	1,000.00
Contingency Allowance for stony conditions (25 pull outs)		\$	5,600.00
Removal and disposal of existing sidewalk as indicated on plans including restoration upon completion		\$	2,900.00
Strip, stockpile and relevel topsoil from tile trench and adjacent working area (4m wide) specified on drawings (approx. 934m)		\$	3,740.00
Exposing and locating existing tile drains	(preconstruction)	\$	450.00
	(construction)	\$	1,710.00
Exposing and locating utilities	(preconstruction)	\$	740.00
	(construction)	\$	1,340.00
Destroy existing tile -Sta. 0+797 to 0+879		\$	330.00
Tile connections, including bends and fittings as noted on plan		\$	2,900.00



## SCHEDULE 'B' - COST ESTIMATE (cont'd)

**HODGINS DRAIN - BRANCH "B" 2020**  
Township of Lucan Biddulph**BRANCH 'B' (cont'd)**

Tender security	\$	1,470.00
Tile connections and contingencies	\$	2,500.00
Allowances under Sections 29 & 30 of the Drainage Act	\$	9,850.00

**BRANCH "1"**

Mobilization of equipment	\$	500.00
Installation of the following concrete field tile including supply & installation of geotextile around tile joints (approx. 160m req'd) 201 meters of 200mm dia. concrete tile	\$	2,930.00
Supply of the above listed tile	\$	2,730.00
Contingency Allowance for stony conditions (7 pull outs)	\$	1,580.00
Supply and install one 600mm x 600mm ditch inlet catchbasin including lead, berm, ditching	\$	1,900.00
Strip, stockpile and relevel topsoil from tile trench and adjacent working area (4m wide) specified on drawings (approx. 201m)	\$	1,080.00
Supply and install fittings	\$	500.00
Tender security	\$	170.00
Tile connections and contingencies	\$	300.00
Allowances under Sections 29 & 30 of the Drainage Act	\$	2,770.00

**ADMINISTRATION**

Conservation Authority Review Fee	\$	300.00
Interest and Net Harmonized Sales Tax	\$	5,144.00
Survey, Plan and Final Report	\$	26,693.00
Expenses	\$	1,103.00
Supervision and Final Inspection	\$	<u>5,750.00</u>

**TOTAL ESTIMATED COST** **\$ 165,000.00**

SCHEDULE 'C' - ASSESSMENT FOR CONSTRUCTION

**HODGINS DRAIN - BRANCH "B" 2020**

**Township of Lucan Biddulph**

Job No. 219164

Originally submitted July 9, 2020

Resubmitted August 27, 2020

\* = Non-agricultural \*\* = Agricultural Non-grantable

CON.	LOT	HECTARES AFFECTED	ROLL No. (OWNER)	BENEFIT	OUTLET	TOTAL
<b>BRANCH 'B'</b>						
12	22	4.1	40-098 (H. & K. Dietrich)	\$	\$ 1,282.00	\$ 1,282.00
12	23	34.4	40-096 (Hugh Dietrich Farms)	30,230.00	26,569.00	56,799.00
			** 40-096 (Hugh Dietrich Farms)	13,600.00		13,600.00
* 12	SEPt. 23	0.12	40-095 (C. Barker)		178.00	178.00
* 12	SEPt. 23	0.19	40-095-01 (T. & L. Foster)	4,130.00	345.00	4,475.00
* 12	SEPt. 23	0.08	40-094 (Granton Masonic Hall)		155.00	155.00
* 12	SEPt. 23	0.22	40-096-02 (J. Hack & J. Simpson)		487.00	487.00
* 12	SEPt. 23	0.05	41-022 (G. Lewis & C. O'Connor)		147.00	147.00
* 12	SEPt. 23	0.05	41-022-50 (R. Joyce-Maynard & A. Maynard)		147.00	147.00
12	WPt. 24	1.7	41-083 (Hugh Dietrich Farms)		1,969.00	1,969.00
* 12	NEPt. 24	0.07	41-063-01 (R. McLeod & H. Smith)		207.00	207.00
* 12	NEPt. 24	0.09	41-064 (K. Shearme)		266.00	266.00
* 12	NEPt. 24	0.13	41-065 (K. Marshall)		339.00	339.00
* 12	NEPt. 24	0.03	41-066 (J. & W. Harding)		88.00	88.00
* 12	NEPt. 24	0.02	41-067 (M. Brittney & N. Plunkett)		59.00	59.00
* 12	NEPt. 24	0.08	41-062 (J. & K. Armstrong)		236.00	236.00
* 12	NEPt. 24	0.08	41-061 (J. Garrett)		236.00	236.00
* 12	NEPt. 24	0.16	41-060 (D. & M. Angus)		354.00	354.00
* 12	NEPt. 24	0.08	41-059-01 (L. Nagle & C. Jason)		236.00	236.00
* 12	NEPt. 24	0.08	41-023 (M. Holden)		236.00	236.00
* 12	NEPt. 24	0.08	41-024 (D. & H. Anderson)		236.00	236.00
* 12	NEPt. 24	0.08	41-025 (V. & C. Middleton)		236.00	236.00
* 12	NEPt. 24	0.08	41-026 (M. Harding)		236.00	236.00
* 12	NEPt. 24	0.08	41-027 (K. & D. Lambourn)		236.00	236.00
* 12	NEPt. 24	0.06	41-028 (K. Lambourn)		178.00	178.00
* 12	NEPt. 24	0.08	41-029 (K. Patterson & C. Angus)		236.00	236.00
* 12	NEPt. 24	0.05	41-031 (P. & C. Marshall)		147.00	147.00
* 12	NEPt. 24	0.04	41-032 (T. & K. Francis)		118.00	118.00
* 13	SWPt. 23	0.12	41-020-01 (United Church of Canada)		310.00	310.00
* 13	SWPt. 23	0.11	41-020 (C. & L. Finkbeiner)		280.00	280.00
* 13	SWPt. 23	0.11	41-019-90 (B. Brodhagen & C. Van Aert)		280.00	280.00
* 13	SWPt. 23	0.05	41-019-95 (J. Das Neves)		147.00	147.00
* 13	SWPt. 23	0.09	41-101 (P. Moore)		266.00	266.00
* 13	NWPt. 24	0.08	41-012 (W. & E. Henning)		236.00	236.00
* 13	NWPt. 24	0.08	41-013 (K. Packwood & K. Crittenden)		236.00	236.00
* 13	NWPt. 24	0.12	41-014 (A. & A. Wakem)		310.00	310.00
* 13	NWPt. 24	0.12	41-015 (J. Noon)		310.00	310.00
* 13	NWPt. 24	0.08	41-016 (T. Spence)		236.00	236.00
* 13	NWPt. 24	0.08	41-017 (A. Freeman & T. Klomp)		236.00	236.00
* 13	NWPt. 24	0.08	41-018 (J. Mckinnon & B. Graham)		236.00	236.00
* 13	NWPt. 24	0.08	41-019 (P. Guindon)		236.00	236.00
* 13	NWPt. 24	0.02	41-092 (Lucan Biddulph Township)		59.00	59.00

SCHEDULE 'C' - ASSESSMENT FOR CONSTRUCTION (cont'd)

**HODGINS DRAIN - BRANCH "B" 2020**  
**Township of Lucan Biddulph**

\* = Non-agricultural

CON.	LOT	HECTARES AFFECTED	ROLL No. (OWNER)	BENEFIT	OUTLET	TOTAL
<b>BRANCH 'B' (cont'd)</b>						
* 13	NWPt. 24	0.14	41-093 (A. & E. Fluhrer)		369.00	369.00
* 13	NWPt. 24	0.08	41-095 (L. & A. Van Leeuwen)		236.00	236.00
* 13	NWPt. 24	0.08	41-096 (R. Vandergast)		236.00	236.00
* 13	NWPt. 24	0.08	41-097 (D. & M. Traher)		236.00	236.00
* 13	NWPt. 24	0.08	41-096-95 ( R. & E. Salter)		236.00	236.00
* 13	NWPt. 24	0.08	41-098 (B. Harrigan)		236.00	236.00
* 13	NWPt. 24	0.08	41-099 (T. Blue)		236.00	236.00
* 13	NWPt. 24	0.08	41-100 (J. & J. St. Pierre)		236.00	236.00
* 13	NWPt. 24	0.12	41-102 (Lucan Biddulph Township)		310.00	310.00
* 13	NWPt. 24	0.08	41-105 (B. Bilcke)		236.00	236.00
* 13	NWPt. 24	0.08	41-106 (R. McCurdy)		236.00	236.00
* 13	NWPt. 24	0.08	41-107 (G. Westman)		236.00	236.00
* 13	NWPt. 24	0.08	41-109 (N. Reeb)		236.00	236.00
* 13	NWPt. 24	0.18	41-105-01 ( A. & H. Ker)		532.00	532.00
* 13	NWPt. 24	0.12	41-121 (Lucan Biddulph Township)		310.00	310.00
13	Ept. 24	0.50	41-108 (509459 Ontario Ltd.)		738.00	738.00
<b>TOTAL ASSESSMENT ON LANDS</b>				<b>\$ 47,960.00</b>	<b>\$ 43,392.00</b>	<b>\$ 91,352.00</b>
Granton Line		1.00	County of Middlesex	\$ 17,170.00	\$ 5,257.00	\$ 22,427.00
Head Street		0.10	Township of Lucan Biddulph	2,500.00	561.00	3,061.00
High Street		0.10	Township of Lucan Biddulph	2,500.00	561.00	3,061.00
King Street		0.10	Township of Lucan Biddulph	2,500.00	561.00	3,061.00
Queen Street		0.22	Township of Lucan Biddulph	3,800.00	1,225.00	5,025.00
Ann Street		0.06	Township of Lucan Biddulph	1,250.00	339.00	1,589.00
Isabella Street		0.14	Township of Lucan Biddulph	3,150.00	724.00	3,874.00
<b>TOTAL ASSESSMENT ON ROADS</b>				<b>\$ 32,870.00</b>	<b>\$ 9,228.00</b>	<b>\$ 42,098.00</b>
<b>SPECIAL ASSESSMENT</b> against the County of Middlesex for the increased cost of removing and restoring their sidewalk on Granton Line						<b>\$ 4,200.00</b>
<b>SPECIAL ASSESSMENT</b> against the Township of Lucan Biddulph for the increased cost of locating, exposing, determining the elevation and constructing the proposed drain over their sanitary sewer						<b>\$ 5,390.00</b>
<b>SPECIAL ASSESSMENT</b> against the Quadro Communications for the increased cost locating their fibre optic cables on Granton Line						<b>\$ 1,460.00</b>
<b>SPECIAL ASSESSMENT</b> against the Enbridge Gas Inc. for the increased cost locating their gas main on Granton Line						<b>\$ 1,460.00</b>
<b>TOTAL ASSESSMENT ON THE BRANCH 'B'</b>						<b>\$ <u>145,960.00</u></b>

SCHEDULE 'C' - ASSESSMENT FOR CONSTRUCTION (Cont'd)

**HODGINS DRAIN - BRANCH "B" 2020**

**Township of Lucan Biddulph**

\* = Non-agricultural

CON.	LOT	HECTARES DETERMINED	ROLL No. (OWNER)	BENEFIT	OUTLET	TOTAL
<b>BRANCH "1"</b>						
12	23	2.7	40-096 (Hugh Dietrich Farms)	9,650.00	4,175.00	13,825.00
TOTAL ASSESSMENT ON LANDS				\$ 9,650.00	\$ 4,175.00	\$ 13,825.00
Granton Line		0.4	County of Middlesex	2,020.00	3,195.00	5,215.00
TOTAL ASSESSMENT ON ROADS				\$ 2,020.00	\$ 3,195.00	\$ 5,215.00
TOTAL ASSESSMENT ON THE BRANCH "1"						<u>\$ 19,040.00</u>
TOTAL ASSESSMENT ON THE HODGINS DRAIN - BRANCH "B" 2020						<u>\$ 165,000.00</u>

SCHEDULE OF NET ASSESSMENT

HODGINS DRAIN - BRANCH "B" 2020

Township of Lucan Biddulph

(FOR INFORMATION PURPOSES ONLY)

Originally submitted July 9, 2020

Resubmitted August 27, 2020

Job No. 219164

\* = Non-agricultural \*\* = Agricultural Non-grantable

ROLL NUMBER (OWNER)	TOTAL ASSESSMENT	GRANT	ALLOWANCES	APPROX. NET
40-098 (H. & K. Dietrich)	\$ 1,282.00	\$ 427.00	\$ 100.00	\$ 755.00
40-096 (Hugh Dietrich Farms)	70,624.00	23,541.00	12,190.00	34,893.00
** 40-096 (Hugh Dietrich Farms)	13,600.00			13,600.00
* 40-095 (C. Barker)	178.00			178.00
* 40-095-01 (T. & L. Foster)	4,475.00		330.00	4,145.00
* 40-094 (Granton Masonic Hall)	155.00			155.00
* 40-096-02 (J. Hack & J. Simpson)	487.00			487.00
* 41-022 (G. Lewis & C. O'Connor)	147.00			147.00
* 41-022-50 (R. Joyce-Maynard & A. Maynard)	147.00			147.00
41-083 (Hugh Dietrich Farms)	1,969.00	656.00		1,313.00
* 41-063-01(R. McLeod & H. Smith)	207.00			207.00
* 41-064 (K. Shearme)	266.00			266.00
* 41-065 (K. Marshall)	339.00			339.00
* 41-066 (J. & W. Harding)	88.00			88.00
* 41-067 (M. Brittney & N. Plunkett)	59.00			59.00
* 41-062 (J. & K. Armstrong)	236.00			236.00
* 41-061 (J. Garrett)	236.00			236.00
* 41-060 (D. & M. Angus)	354.00			354.00
* 41-059-01 (L. Nagle & C. Jason)	236.00			236.00
* 41-023 (M. Holden)	236.00			236.00
* 41-024 (D. & H. Anderson)	236.00			236.00
* 41-025 (V. & C. Middleton)	236.00			236.00
* 41-026 (M. Harding)	236.00			236.00
* 41-027 (K. & D. Lambourn)	236.00			236.00
* 41-028 (K. Lambourn)	178.00			178.00
* 41-029 (K. Patterson & C. Angus)	236.00			236.00
* 41-031 (P. & C. Marshall)	147.00			147.00
* 41-032 (T. & K. Francis)	118.00			118.00
* 41-020-01 (United Church of Canada)	310.00			310.00
* 41-020 (C. & L. Finkbeiner)	280.00			280.00
* 41-019-90 (B. Brodhagen & C. Van Aert)	280.00			280.00
* 41-019-95 (J. Das Neves)	147.00			147.00
* 41-101 (P. Moore)	266.00			266.00
* 41-012 (W. & E. Henning)	236.00			236.00
* 41-013 (K. Packwood & K. Crittenden)	236.00			236.00
* 41-014 (A. & A. Wakem)	310.00			310.00
* 41-015 (J. Noon)	310.00			310.00

SCHEDULE OF NET ASSESSMENT (cont'd)

**HODGINS DRAIN - BRANCH "B" 2020**

**Township of Lucan Biddulph**

\* = Non-agricultural

	ROLL NUMBER (OWNER)	TOTAL ASSESSMENT	GRANT	ALLOWANCES	APPROX. NET
*	41-016 (T. Spence)	236.00			236.00
*	41-017 (A. Freeman & T. Klomp)	236.00			236.00
*	41-018 (J. Mckinnon & B. Graham)	236.00			236.00
*	41-019 (P. Guindon)	236.00			236.00
*	41-092 (Lucan Biddulph Township)	59.00			59.00
*	41-093 (A. & E. Fluhrer)	369.00			369.00
*	41-095 (L. & A. Van Leeuwen)	236.00			236.00
*	41-096 (R. Vandergast)	236.00			236.00
*	41-097 (D. & M. Traher)	236.00			236.00
*	41-096-95 ( R. & E. Salter)	236.00			236.00
*	41-098 (B. Harrigan)	236.00			236.00
*	41-099 (T. Blue)	236.00			236.00
*	41-100 (J. & J. St. Pierre)	236.00			236.00
*	41-102 (Lucan Biddulph Township)	310.00			310.00
*	41-105 (B. Bilcke)	236.00			236.00
*	41-106 (R. McCurdy)	236.00			236.00
*	41-107 (G. Westman)	236.00			236.00
*	41-109 (N. Reeb)	236.00			236.00
*	41-105-01 ( A. & H. Ker)	532.00			532.00
*	41-121 (Lucan Biddulph Township)	310.00			310.00
	41-108 (509459 Ontario Ltd.)	738.00	246.00		492.00
*	Granton Line	27,642.00			27,642.00
*	Head Street	3,061.00			3,061.00
*	High Street	3,061.00			3,061.00
*	King Street	3,061.00			3,061.00
*	Queen Street	5,025.00			5,025.00
*	Ann Street	1,589.00			1,589.00
*	Isabella Street	3,874.00			3,874.00
	<u>Non-Prorated Special Assessments</u>				
*	Granton Line - Sidewalk	4,200.00			4,200.00
*	Lucan-Biddulph - Sanitary	5,390.00			5,390.00
*	Quadro - Fibre Optic	1,460.00			1,460.00
*	Enbridge - Gasmain	1,460.00			1,460.00
<b>TOTALS</b>		<b>\$ 165,000.00</b>	<b>\$ 24,870.00</b>	<b>\$ 12,620.00</b>	<b>\$ 127,510.00</b>

**SPECIFICATIONS FOR CONSTRUCTION  
OF  
MUNICIPAL DRAINAGE WORKS**

**G E N E R A L I N D E X**

SECTION A	General Work	Pages 1 to 6
SECTION B	Open Drain	Pages 7 to 9
SECTION C	Tile Drain	Pages 10 to 15
STANDARD DETAILED DRAWINGS		SDD-01 to SDD-05







**SECTION A - GENERAL WORK****I N D E X**

<u>SECTION NUMBER</u>	<u>PAGE NO.</u>
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A.2 WORKING AREA AND ACCESS.....	1
A.3 ROAD CROSSINGS.....	1
A.4 SURPLUS EXCAVATED MATERIAL AND GRAVEL.....	3
A.5 FENCES.....	3
A.6 LIVESTOCK.....	4
A.7 STANDING CROPS.....	4
A.8 RAILWAYS, HIGHWAYS, UTILITIES.....	4
A.9 LOCATION OF UTILITIES.....	4
A.10 IRON BARS.....	4
A.11 STAKES.....	4
A.12 RIP-RAP.....	5
A.13 GABION BASKETS.....	5
A.14 RESTORATION OF LAWNS.....	5
A.15 RESTORATION OF ROADS AND LANEWAYS.....	6



**SECTION A****GENERAL WORK****A.1 COMMENCEMENT AND COMPLETION OF WORK**

The work must commence immediately after the Contractor is notified of the acceptance of his tender or at a later date, if set out as a condition of the tender. If weather creates poor ground or working conditions the Contractor may be required, at the discretion of the Engineer, to postpone or halt work until conditions become acceptable.

As noted on the drawn, the contractor must first arrange for a preconstruction meeting to be held on the site with the Contractor and affected owners attending to review in detail the construction scheduling, access and other pertinent details. The Contractor's costs for attending this meeting shall be included in his lump sum tender price. If the Contractor leaves the job site for a period of time after initiation of work, he shall give the Engineer and the Superintendent a minimum of twenty-four (24) hours' notice prior to returning to the project.

The work must be proceeded with in such a manner as to ensure its completion at the earliest possible date and within the time limit set out in the tender or in the contract documents.

**A.2 WORKING AREA AND ACCESS**

The working area available to the Contractor to construct the drain and related works including an access route to the drain shall be as specified on the drawings.

Should the specified widths become inadequate due to unusual conditions, the Contractor shall notify the Engineer immediately in order that negotiations with the affected owners can take place.

Where a Contractor exceeds the specified widths due to the nature of his operations and without authorization, he shall be held responsible for the costs of all additional damages and the amount shall be deducted from his contract price and paid to the affected owners by the Municipality.

**A.3 ROAD CROSSINGS****.1 General**

- .1 Scope: These specifications apply to all road crossings - Municipal, County, Regional, or Highway Roads. Where the word "Authority" is used, it shall be deemed to apply to the appropriate owning authority. These specifications in no way limit the Authority's Specifications and Regulations governing the construction of drains on their Road Allowance. The Authority will supply no labour, equipment or materials for the construction of the road crossing unless otherwise noted on the drawings.
- .2 Road Occupancy Permit: Where applicable the Contractor must submit an Application for a Road Occupancy Permit to the Authority and allow a minimum of 5 working days (exclusive of holidays) for its review and issuance.
- .3 Road Closure Request and Construction Notification: The Contractor shall submit written notification of construction and request for road closure (if applicable) to the Road Authority/Public Works Manager and the Drainage Engineer or Superintendent for review and approval a minimum of five (5) working days (exclusive of holidays) prior to proceeding with any work on road allowance. It shall be the Road Authority's responsibility to notify all the applicable emergency services, schools, etc. of the road closure or construction taking place.
- .4 Traffic Control: Where the Contractor is permitted to close the road to through traffic, the Contractor shall provide for and adequately sign the detour route to the satisfaction of the Road Authority. Otherwise, the Contractor shall keep the road open to traffic at all times. The Contractor shall provide, for the supply, erection and maintenance, suitable warning signs and/or flagmen in accordance with the Manual of Uniform Traffic Control Devices and to the satisfaction of the Road Authority to notify the motorists of work on the road ahead.

**A.3 ROAD CROSSINGS (cont'd)**

- .5 Site Meeting/Inspection: A site meeting shall be held with the affected parties to review in detail the crossing and/or its related works. The Authority's Inspector and/or the Drainage Engineer will inspect the work while in progress to ensure that the work is done in strict accordance with the specifications.
- .6 Weather: No construction shall take place during inclement weather or periods of poor visibility.
- .7 Equipment: No construction material and/or equipment is to be left within 3 meters of the edge of pavement overnight or during periods of inclement weather.

**.2 Jacking and Boring**

- .1 Material: The bore pipe shall consist of new, smooth wall steel pipe, meeting the requirements of H20 loading for road crossings and E80 loading for railway crossings. The minimum size, wall thickness and length shall be as shown on the drawings. Where welding is required, the entire circumference of any joint shall be welded using currently accepted welding practices.
- .2 Site Preparation and Excavation: Where necessary, fences shall be carefully taken down as specified in the General Conditions. Prior to any excavation taking place, all areas which will be disturbed shall be stripped of topsoil. The topsoil is to be stockpiled in locations away from the bore operation, off the line of future tile placement and out of existing water runs or ditches. The bore pit shall be located at the upstream end of the bore unless otherwise specified or approved. Bore pits shall be kept back at least 1 meter from the edge of pavement and where bore pits are made in any portion of the shoulder, the excavated material shall be disposed of off the road allowance and the pit backfilled with thoroughly compacted Granular "A" for its entire depth.
- .3 Installation: The pipe shall be installed in specified line and grade by a combination of jacking and boring. Upon completion of the operations, both ends of the bore pipe shall be left uncovered until the elevation has been confirmed by the Engineer or Superintendent. The ends of the bore pipe shall be securely blocked off and the location marked by means of a stake extending from the pipe invert to 300mm above the surrounding ground surface.
- .4 Unstable Soil or Rock: The Contractor shall contact the Engineer immediately should unstable soil be encountered or if boulders of sufficient size and number to warrant concern are encountered. Any bore pipe partially installed shall be left in place until alternative methods or techniques are determined by the Engineer after consultation with the Contractor, the Superintendent and the owning authority.
- .5 Tile Connections: Prior to commencement of backfilling, all tile encountered in excavations shall be reconnected using material of a size comparable to the existing material. Where the excavation is below the tile grade, a compacted granular base is to be placed prior to laying the tile. Payment for each connection will be made at the rate outlined in the Form of Tender and Agreement.
- .6 Backfill: Unless otherwise specified, the area below the proposed grade shall be backfilled with a crushed stone bedding. Bore pits and excavations outside of the shoulder area may be backfilled with native material compacted to a density of 95% Standard Proctor. All disturbed areas shall be neatly shaped, have the topsoil replaced and hand seeded. Surplus material from the boring operation shall be removed from the site at the Contractor's expense.
- .7 Restoration: The entire affected area shall be shaped and graded to original lines and grades, the topsoil replaced, and the area seeded down at the rate of 85 kg/per ha. unless otherwise specified or in accordance with the M.T.O. Encroachment Permit. Fences shall be restored to their original condition in accordance with the General Conditions.
- .8 Acceptance: All work undertaken by the Contractor shall be to the satisfaction of the Engineer.

**A.3 ROAD CROSSINGS (cont'd)****.3 Open Cut**

- .1 **Material:** The culvert or sub-drain crossing pipe material shall be specified on the drawings.
- .2 **Site Preparation and Excavation:** Where necessary, fences shall be carefully taken down as specified in the general conditions. Prior to any excavation taking place, the areas which will be disturbed shall be stripped of topsoil. The topsoil is to be stockpiled in locations away from the construction area.
- .3 **Installation:** The pipe shall be installed using bedding and cover material in accordance with Standard Detailed Drawing No. 2 or detail provided on drawings.
- .4 **Unstable Soil or Rock:** The Contractor shall contact the Engineer immediately should unstable soil be encountered or if boulders of sufficient size and number to warrant concern are encountered.
- .5 **Tile Connections:** Prior to commencement of backfilling, all tiles encountered in excavations shall be reconnected using material of a size comparable to the existing material. Where the excavation is below the tile grade, a compacted granular base is to be placed prior to laying the tile. Payment for connections not shown on the drawings shall be an extra to the contract.
- .6 **Backfill:** Backfill from the top of the cover material up to the underside of road base shall meet the requirements for M.T.O. Granular "B". The backfill shall be placed in lifts not exceeding 300mm in thickness and each lift shall be thoroughly compacted to produce a density of 98% Standard Proctor. Granular "B" road base for County Roads and Highways shall be placed to a 450mm thickness and Granular "A" shall be placed to a thickness of 200mm, both meeting M.T.O. requirements. Granular road base materials shall be thoroughly compacted to produce a density of 100% Standard Proctor.

Where the road surface is paved, the Contractor shall be responsible for placing an HL-4 Hot Mix Asphalt patch of the same thickness as the existing pavement. The asphalt patch shall be flush with the existing roadway on each side and not overlap. If specified, the asphalt patch shall not be placed immediately over the road base and the Granular "A" shall be brought up flush with the existing asphalt and a liberal amount of calcium chloride shall be spread on the gravel surface. The asphalt patch must be completed within the time period set out on the drawing.

The excavated material from the trench beyond a point 2.5 meters from the travelled portion or beyond the outside edge of the gravel shoulder, may be used as backfill in the trench in the case of covered drains. This material should be compacted in layers not exceeding 600mm.

**A.4 SURPLUS EXCAVATED MATERIAL AND GRAVEL**

Excess excavated material from open cut installation through roads, railways, laneways and lawn/grass areas, shall be removed and disposed of off-site by the Contractor as part of their lump sum installation price. If as a result of any work, gravel or crushed stone is required and not all the gravel or crushed stone is used in the construction of the works, the Contractor shall haul away such surplus gravel or stone unless otherwise approved.

**A.5 FENCES**

No earth shall be placed against fences and all fences removed by the Contractor are to be replaced by him in as good condition as found. In general, the Contractor will not be allowed to cut existing fences but shall disconnect existing fences at the nearest anchor post or other such fixed joint and shall carefully roll it back out of the way. Where the distance to the closest anchor post or fixed joint exceeds 50 meters, the Contractor will be allowed to cut and splice in accordance with accepted methods and to the satisfaction of the owner and the Engineer or Superintendent. Where existing fences are deteriorated to the extent that existing materials are not salvageable for replacement, the Contractor shall notify the Engineer or the Superintendent prior to dismantling. Fences damaged beyond salvaging by the Contractor's negligence shall be replaced with new materials, similar to those existing, at the Contractor's expense. The replacement of the fences shall be done to the satisfaction of the owner and the Engineer or Superintendent. The site examination should indicate to the Contractor such work, if any, and an allowance should be made in the tendered price.

The Contractor shall not leave any fence open when he is not at work in the immediate vicinity.

**A.6 LIVESTOCK**

The Contractor shall provide each property owner with 48 hours' notice prior to removing any fences along fields which could possibly contain livestock. Thereafter, the property owner shall be responsible to keep all livestock clear of the construction areas until further notified. Where necessary, the Contractor will be directed to erect temporary fences. The Contractor shall be held responsible for loss or injury to livestock or damage caused by livestock, where the injury or damage is caused by his failure to notify the property owner or through negligence or carelessness on the part of the Contractor.

The Contractor constructing a tile drain shall not be held responsible for damages or injury to livestock occasioned by leaving trenches open for inspection by the Engineer if he notifies the owner at least 48 hours prior to commencement of the work on that portion. The Contractor will be held liable for such damages or injury if the backfilling of such trenches is delayed more than 1 day after acceptance by the Engineer.

**A.7 STANDING CROPS**

The Contractor shall not be held responsible for damages to standing crops within the working area available and the access route provided if he notifies the owner thereof at least 48 hours prior to commencement of the work on that portion.

**A.8 RAILWAYS, HIGHWAYS, UTILITIES**

A minimum of forty-eight (48) hours' notice to Railways, Highways and Utilities, exclusive of Saturdays, Sundays and Holidays, shall be required by the Contractor prior to any work being performed and in the case of a pipe being installed by open cutting or boring under a Highway or Railway, a minimum of 72 hours' notice is required.

**A.9 UTILITIES**

The attention of the Contractor is drawn to the presence of utilities along the course of the drain. The Contractor will be responsible for determining the location of all utilities and will be held liable for any damage to all utilities caused by his operations. The Contractor shall co-operate with all authorities to ensure that all utilities are protected from damage during the performance of the work. The cost of any necessary relocation work shall be borne by the utility. No allowance or claims of any nature will be allowed on account for delays or inconveniences due to utilities relocation, or for inconveniences and delays caused by working around or with existing utilities not relocated.

**A.10 IRON BARS**

The Contractor shall be held liable for the cost of an Ontario Land Surveyor to replace any iron bars destroyed during the course of construction.

**A.11 STAKES**

At the time of the survey, stakes are set along the course of the drain at intervals of 50 meters. The Contractor shall ensure that the stakes are not disturbed unless approval is obtained from the Engineer. Any stakes removed by the Contractor without the authority of the Engineer, shall be replaced at the expense of the Contractor. At the request of the Contractor, any stakes which are removed or disturbed by others or by livestock, shall be replaced at the expense of the drain.

**A.12 RIP-RAP**

Rip-rap shall be specified on the drawings and shall conform to the following:

- .1 **Quarry Stone:** shall range in size from 150mm to 300mm evenly distributed and shall be placed to a 300mm thickness on a filter blanket at a 1.5 to 1 slope unless otherwise noted. Filter blanket to be Mirafi 160N or approved equal.
- .2 **Broken Concrete:** may be used in areas outside of regular flows if first broken in maximum 450mm sized pieces and mixed to blend with quarry stone as above. No exposed reinforcing steel shall be permitted.
- .3 **Shot Rock:** shall range in size from 150mm to 600mm placed to a depth of 450mm thickness on a filter blanket at a 1.5:1 slope unless otherwise noted. Filter blanket to be Mirafi 160N or approved equal.

**A.13 GABION BASKETS**

Supply and install gabion basket rip-rap protection as shown on the drawings.

Gabion baskets shall be as manufactured by Maccaferri Gabions of Canada Ltd. or approved equal and shall be assembled and installed in strict accordance with the manufacturer's recommendations.

The gabion fill material shall consist solely of fractured field stone or gabion stone graded in size from 100mm to 200mm (4" to 8") and shall be free of undersized fragments and unsuitable material.

**A.14 RESTORATION OF LAWNS**

- .1 **General:** Areas noted on the drawings to be restored with seeding or sodding shall conform to this specification, and the Contractor shall allow for all costs in his lump sum bid for the following works.
- .2 **Topsoil:** Prior to excavation, the working area shall be stripped of existing topsoil. The topsoil stockpile shall be located so as to prevent contamination with material excavated from the trench. Upon completion of backfilling operations, topsoil shall be spread over the working area to a depth equal to that which previously existed but not less than the following:
  - Seeding and sodding - minimum depth of 100mm
  - Gardens - minimum depth of 300mm

In all cases where a shortfall of topsoil occurs, whether due to lack of sufficient original depth or rejection of stockpiled material due to Contractor's operations, imported topsoil from acceptable sources shall be imported at the Contractor's expense to provide the specified depths. Topsoil shall be uniformly spread, graded, and cultivated prior to seeding or sodding. All clods or lumps shall be pulverized, and any roots or foreign matter shall be raked up and removed as directed.

**.3 Sodding**

- .1 **Materials:** Nursery sod to be supplied by the Contractor shall meet the current requirements of the Ontario Sod Growers Association for No. 1 Bluegrass Fescue Sod.
- .2 **Fertilizer:** Prior to sod placement, approved fertilizer shall be spread at the rate of 5kg/100m<sup>2</sup> of surface area and shall be incorporated into such surfaces by raking, discing or harrowing. All surfaces on which sod is to be placed shall be loose at the time of placing sod to a depth of 25mm.
- .3 **Placing Sod:** Sod shall be laid lengthwise across the face of slopes with ends close together. Sod shall be counter sunk along the joints between the existing grade and the new sodding to allow for the free flow of water across the joint. Joints in adjacent rows shall be staggered and all joints shall be pounded and rolled to a uniform surface.

On slopes steeper than 3 to 1, and in unstable areas, the Engineer may direct the Contractor to stake sod and/or provide an approved mesh to prevent slippages. In all cases where such additional work is required, it will be deemed an extra to the contract and shall be paid for in accordance with the General Conditions. No sod shall be laid when frozen nor upon frozen ground nor under any other condition not favourable to the growth of the sod. Upon completion of sod laying the Contractor shall thoroughly soak the area with water to a depth of 50mm. Thereafter it will be the responsibility of the property owner to maintain the area in a manner so as to promote growth.

**A.14 RESTORATION OF LAWNS (cont'd)**

- .4 **Seeding:** Seed to be supplied by the Contractor shall be "high quality grass seed" harvested during the previous year, and shall be supplied to the project in the supplier's original bags on which a tag setting out the following information is affixed:

- Year or Harvest - recommended rate of application
- Type of Mixture - fertilizer requirements

Placement of seed shall be by means of an approved mechanical spreader. All areas on which seed is to be placed shall be loose at the time of placing seed, to a depth of 25mm. Seed and fertilizer shall be spread in accordance with the supplier's recommendations unless otherwise directed by the Engineer. Thereafter it will be the responsibility of the property owner to maintain the area in a manner so as to promote growth.

- .5 **Settlement:** The Contractor shall be responsible during the one-year guarantee period for the necessary repair of restored areas due to trench settlement. Areas where settlement does not exceed 50mm may be repaired by top dressing with fine topsoil. In areas where settlement exceeds 50mm, the Contractor will be required to backfill the area with topsoil and restore with seeding and/or sodding as originally specified.

**A.15 RESTORATION OF ROADS AND LANEWAYS**

- .1 **Gravel:** Restoration shall be in accordance with the applicable standard detailed drawing or as shown on the drawings.
- .2 **Asphalt and Tar and Chip:** Prior to restoration all joints shall be neatly sawcut. Restoration shall be as a in gravel above with the addition of the following:
- .1 Roads shall have the finished grade of Granular 'A', allow two courses of hot-mix asphalt (M.T.O. 310), 80mm HL6 and 40mm HL3 or to such greater thickness as may be required to match the existing.
  - .2 Laneways shall have the finished grade of Granular 'A' allow one 50mm minimum course of hot-mix asphalt (HL3) or greater as may be required to match existing.





**SECTION B - OPEN DRAIN****I N D E X**

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**SECTION B****OPEN DRAIN****B.1 PROFILE**

The profile drawing shows the depth of cuts from the ground beside the stake to the final invert of the ditch in meters and decimals of a meter and also the approximate depth of cuts from the existing bottom of the ditch to the elevation of the ditch bottom. These cuts are established for the convenience of the Contractor; however, benchmarks will govern the final elevation of the drain. Benchmarks have been established along the course of the drain and their locations and elevations are noted on the profile drawing. A uniform grade shall be maintained between stakes in accordance with the profile drawing.

**B.2 ALIGNMENT**

The drain shall be constructed in a straight line and shall follow the course of the present drain or water run unless otherwise noted on the drawings. Where it is necessary to straighten any bends or irregularities in alignment not noted on the drawings, the Contractor shall contact the Engineer or Superintendent before commencing the work.

**B.3 CLEARING AND GRUBBING**

Prior to commencement of work, all trees, scrub, fallen timber and debris shall be removed from the side slopes of the ditch and for such a distance on the working side so as to eliminate any interference with the construction of the drain or the spreading of the spoil. The side slopes shall be neatly cut and cleared flush with slope whether or not they are affected directly by the excavation. With the exception of large stumps causing damage to the drain, the side slope shall not be grubbed. All other cleared areas shall be grubbed and the stumps put into piles for disposal by the owner.

All trees or limbs 150mm (6") or larger, that it is necessary to remove, shall be considered as logs and shall be cut and trimmed, and left in the working width separate from the brush, for use or disposal by the owner. Trees or limbs less than 150mm in diameter shall be cut in lengths not greater than 5 meters and placed in separate piles with stumps spaced not less than 75 meters apart in the working width, for the use or disposal of the owner. In all cases, these piles shall be placed clear of excavated materials, and not be piled against standing trees. No windrowing will be permitted. The clearing and grubbing and construction of the drain are to be carried out in two separate operations and not simultaneously at the same location.

**B.4 EXCAVATION**

The bottom width and the side slopes of the ditch shall be those shown on the profile drawing.

Unless otherwise specified on the drawings, only the existing ditch bottom is to be cleaned out and the side slopes are not to be disturbed. Where existing side slopes become unstable because of construction, the Contractor shall immediately contact the Engineer or Superintendent. Alternative methods of construction and/or methods of protection will then be determined, prior to continuing the work.

Where an existing drain is being relocated or where a new drain is being constructed, the Contractor shall, unless otherwise specified, strip the topsoil for the full width of the drain, including the location of the spoil pile. Upon completion of levelling, the topsoil shall be spread to an even depth across the full width of the spoil.

**B.5 EXCAVATED MATERIAL**

Excavated material shall be deposited on either or both sides of the drain as indicated on the drawings or as directed by the Engineer or Superintendent. A buffer strip of not less than 3 meters in width through farmed lands and 2 meters in width through bush areas shall be left along the top edges of the drain. The buffer strip shall be seeded and/or incorporated as specified on the drawings. The material shall be deposited beyond the specified buffer strip.

**B.5 EXCAVATED MATERIAL** (cont'd)

No excavated material shall be placed in tributary drains, depressions, or low areas which direct water into the ditch so that water will be trapped behind the spoil bank. The excavated material shall be placed and levelled to a minimum width to depth ratio of 50 to 1 unless instructed otherwise. The edge of the spoil bank away from the ditch shall be feathered down to the existing ground; the edge of the spoil bank nearest the ditch shall have a maximum slope of 2 to 1. The material shall be levelled such that it may be cultivated with ordinary farm equipment without causing undue hardship on machinery and personnel. No excavated material shall cover any logs, scrub, debris, etc. of any kind.

Where it is necessary to straighten any unnecessary bends or irregularities in the alignment of the ditch, the excavated material from the new cut shall be used for backfilling the original ditch. Regardless of the distance between the new ditch and the old ditch no extra compensation will be allowed for this work and must be included in the Contractor's lump sum price for the open work.

Any stones 150mm or larger left exposed on top of the levelled excavated material shall be removed and disposed of as an extra to the contract unless otherwise noted on plans.

**B.6 EXCAVATION THROUGH BRIDGES AND CULVERTS**

The Contractor shall excavate the drain to the full specified depth and width under all bridges. Where the bridge or culvert pipe is located within a road allowance, the excavated material shall be levelled within the road allowance. Care shall be taken not to adversely affect existing drainage patterns. Temporary bridges may be carefully removed and left on the bank of the drain but shall be replaced by the Contractor when the excavation is completed unless otherwise specified. Permanent bridges must be left intact. All necessary care and precautions shall be taken to protect the structure. The Contractor shall notify the Engineer or Superintendent if excavation may cause the structure to undermine or collapse.

**B.7 PIPE CULVERTS**

Where specified on the drawings, the existing culvert shall be carefully removed, salvaged and either left at the site for the owner or reinstalled at a new grade or location. The value of any damage caused to the culvert due to the Contractor's negligence in salvage operation will be determined and deducted from the contract price.

All pipe culverts shall be installed in accordance with the standard detail drawings as noted on the drawings. If couplers are required, 5 corrugation couplers shall be used for up to and including 1200mm dia. pipe and 10 corrugation couplers for greater than 1200mm dia.

**B.8 MOVING DRAINS OFF ROADS**

Where an open drain is being removed from a road allowance, it must be reconstructed wholly on the adjacent lands with a minimum distance of 2.0 meters between the property line and the top of the bank, unless otherwise noted on the drawings. The excavated material shall be used to fill the existing open ditch and any excess excavated material shall be placed and levelled on the adjacent lands beyond the buffer strip, unless otherwise noted. Any work done on the road allowance, with respect to excavation, disposal of materials, installation of culverts, cleaning under bridges, etc., shall be to the satisfaction of the Road Authority and the Engineer.

**B.9 TRIBUTARY OUTLETS**

The Contractor shall guard against damaging the outlets of tributary drains. Prior to commencement of excavation on each property the Contractor shall contact the owner and request that all known outlet pipes be marked by the owner. All outlets so marked or visible or as noted on the profile, and subsequently damaged by the Contractor's operations will be repaired by the Contractor at his cost. All outlet pipes repaired by the Contractor under direction of the Drainage Superintendent or Engineer which were not part of the Contract shall be considered an extra to the contract price.

**B.10 SEDIMENT BASINS AND TRAPS**

The Contractor shall excavate sediment basins prior to commencement of upstream work as shown on the plan and profile. The dimension of the basin will be in a parabolic shape with a depth of 450mm below the proposed ditch bottom and the basin will extend along the drain for a minimum length of 15 meters.

A sediment trap 300mm deep and 5 meters long with silt fence placed across ditch bottom on the downstream end of the trap shall be constructed prior to and maintained during construction, to prevent silt from flushing downstream. The silt fence shall be removed and disposed of after construction.

**B.11 SEEDING**

.1 **Delivery:** The materials shall be delivered to the site in the original unopened containers which shall bear the vendor's guarantee of analysis and seed will have a tag showing the year of harvest.

.2 **Hydro Seeding:** Areas specified on drawings shall be hydro seeded and mulched upon completion of construction in accordance with O.P.S.S. 572 and with the following application rates:

Primary Seed (85 kg/ha.):	50% Creeping Red Fescue 40% Perennial Ryegrass 5% White Clover
Nurse Crop	Italian (Annual) Ryegrass at 25% of Total Weight
Fertilizer (300 kg/ha.)	8-32-16
Hydraulic Mulch (2000 kg/ha.)	Type "B"
Water (52,700 litres/ha.)	

Seeding shall not be completed after September 30.

.3 **Hand Seeding:** Hand seeding shall be completed daily with the seed mixture and fertilizer and application rate shown under "Hydro Seeding" above. Placement of the seed shall be by means of an approved mechanical spreader. Seeding shall not be completed after September 30.





## SECTION C - TILE DRAIN

### I N D E X

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**SECTION C****TILE DRAIN****C.1 PIPE MATERIALS**

- .1 **Concrete Tile:** All tile installed under these specifications shall be sound and of first quality and shall meet all A.S.T.M. Specifications current at the time of tendering. Concrete tile shall conform to Designation C412 "Extra Quality" except that the minimum compression strengths shall be increased by 25%. Heavy Duty tile shall conform to Designation C412 "Heavy Duty Extra Quality".
- .2 **Corrugated Steel Pipe:** Unless otherwise specified, all metal pipe shall be corrugated, riveted steel pipe or helical corrugated steel pipe with a minimum wall thickness of 1.6mm (16 gauge) and shall be fully galvanized.
- .3 **Plastic Tubing:** The plans will specify the type of tubing or pipe, such as non-perforated or perforated (with or without filter material).
  - i) Corrugated Plastic Drainage Tubing shall conform to the current O.F.D.A. Standards
  - ii) Heavy Duty Corrugated Plastic Pipe shall be "Boss 1000" manufactured by the Big 'O' Drain Tile Co. Ltd. or approved equal
- .4 **Concrete Sewer Pipe:** The Designations for concrete sewer pipe shall be C14 for concrete sewer pipe 450mm (18") diameter or less; and C76 for concrete sewer pipe greater than 450mm (18") diameter. Where closed joints are specified, joints shall conform to the A.S.T.M. Specification C443.

Where concrete sewer pipe "seconds" are permitted the pipe should exhibit no damages or cracks on the barrel section and shall be capable of satisfying the crushing strength requirements for No.1, Pipe Specifications (C14 or C76). The pipe may contain cracks or chips in the bell or spigot which could be serious enough to prevent the use of rubber gaskets, but which are not so severe that the joint could not be mortared conventionally.
- .5 **Plastic Sewer Pipe:** The plans will specify the type of sewer pipe, such as non-perforated or perforated (with or without filter material). All plastic sewer pipe and fittings shall be "Boss Poly-Tite", ULTRA-RIB", "Challenger 3000" or approved equal with a minimum stiffness of 320 kpa at 5% deflection.
- .6 **Plastic Fittings:** All plastic fittings shall be "Boss 2000" or "Challenger 2000" with split coupler joints or approved equal.

**C.2 TESTING**

The manufacturer shall provide specimens for testing if required. The random selection and testing procedures would follow the appropriate A.S.T.M. requirements for the material being supplied. The only variation is the number of tiles tested: 200mm to 525mm dia. - 5 tile tested, 600mm to 900mm dia. - 3 tile tested. The drain will be responsible for all testing costs for successful test results. Where specimens fail to meet the minimum test requirements, the manufacturer will be responsible for the costs of the unsuccessful tests. Alternately, the Engineer may accept materials on the basis of visual inspections and the receipt in writing from the Manufacturer of the results of daily production testing carried out by the Manufacturer for the types and sizes of the material being supplied.

**C.3 LINE**

Prior to stringing the tile, the Contractor shall contact the Superintendent or the Engineer in order to establish the course of the drain.

Where an existing drain is to be removed and replaced in the same trench by the new drain or where the new drain is to be installed parallel to an existing drain, the Contractor shall excavate test holes to locate the existing drain (including repairing drainage tile) at intervals along the course of the drain as directed by the Engineer and/or the Superintendent. The costs for this work shall be included in the tender price.

Where an existing drain is to be removed and replaced in the same trench by the new drain, all existing tiles shall be destroyed, and all broken tile shall be disposed of offsite.

**C.3 LINE** (cont'd)

The drain shall run in as straight a line as possible throughout its length, except that at intersections of other water courses or at sharp corners, it shall run on a curve of at least a 15-meter radius. The new tile drain shall be constructed at an offset from and generally parallel with any ditch or defined watercourse in order that fresh backfill in the trench will not be eroded by the flow of surface water. The Contractor shall exercise care not to disturb any existing tile drain or drains which parallel the course of the new drain, particularly where the new and the existing tile act together to provide the necessary capacity.

**C.4 CLEARING AND GRUBBING**

Prior to commencement of drain construction, all trees, scrub, fallen timber and debris shall be cleared and grubbed from the working area. Unless otherwise specified, the minimum width to be cleared and grubbed shall be 20 meters in all hardwood areas and 30 meters in all softwood areas (willow, poplar, etc.), the width being centred on the line of the drain.

All trees or limbs 150mm (6") or larger, that it is necessary to remove, shall be considered as logs and shall be cut and trimmed, and left in the working width separate from the brush, for use or disposal by the owner. Trees or limbs less than 150mm in diameter shall be cut in lengths not greater than 5 meters and placed in separate piles with stumps spaced not less than 75 meters apart in the working width, for the use or disposal of the owner. In all cases, these piles shall be placed clear of excavated materials, and not be piled against standing trees. No windrowing will be permitted. The clearing and grubbing and construction of the drain are to be carried out in two separate operations and not simultaneously at the same location.

**C.5 PROFILE**

The profile drawing shows the depth of cuts from the ground beside the stake to the final invert of the drain in meters and decimals of a meter. These cuts are established for the convenience of the Contractor; however, benchmarks will govern the final elevation of the drain. Benchmarks have been established along the course of the drain and their locations and elevations are noted on the profile drawing.

**C.6 GRADE**

The Contractor shall provide and maintain in good working condition, an approved system of establishing a grade sight line to ensure the completed works conform to the profile drawing. In order to confirm the condition of his system and to eliminate the possibility of minor errors on the drawings, he shall ensure his grade sight line has been confirmed to be correct between a minimum of two control points (bench marks) and shall spot check the actual cuts and compare with the plan cuts prior to commencement of tile installation. He shall continue this procedure from control point to control point as construction of the drain progresses. When installing a drain towards a fixed point such as a bore pipe, the Contractor shall uncover the pipe and confirm the elevation, using the sight line, a sufficient distance away from the pipe in order to allow for any necessary minor grade adjustments to be made in order to conform to the as built elevation of the bore pipe. All tile improperly installed due to the Contractor not following these procedures shall be removed and replaced entirely at the Contractor's cost.

When following the procedures and a significant variation is found, the Contractor shall immediately cease operations and advise the Engineer.

**C.7 EXCAVATION**

- .1 **Trench:** Unless otherwise specified, all trenching shall be done with a recognized farm tiling machine approved by the Engineer or Superintendent. The machine shall shape the bottom of the trench to conform to the outside diameter of the pipe for a minimum width of one-half of the outside diameter. The minimum trench width shall be equal to the outside diameter of the tile to be installed plus 100mm (4") on each side unless otherwise approved. The maximum trench width shall be equal to the outside diameter of the tile to be installed plus 250mm (10") on each side unless otherwise approved.

**C.7 EXCAVATION (cont'd)**

- .2 **Scalping:** Where the depths of cuts in isolated areas along the course of the drain as shown on the profile exceed the capacity of the Contractor's tiling machine, he shall lower the surface grade in order that the tiling machine may trench to the correct depth. Topsoil is to be stripped over a sufficient width that no subsoil will be deposited on top of topsoil. Subsoil will then be removed to the required depth and piled separately. Upon completion of backfilling, the topsoil will then be replaced to an even depth over the disturbed area. The cost for this work shall be included in his tender price.
- .3 **Excavator:** Where the Contractor's tiling machine consistently does not have the capacity to dig to the depths required or to excavate the minimum trench width required, he shall indicate in the appropriate place provided on the tender form his proposed methods of excavation.  
Where the use of an excavator is either specified on the drawings or approved as evidenced by the acceptance of his tender on which he has indicated the proposed use of a backhoe he shall conform to the following requirements:
- a) the topsoil shall be stripped and replaced in accordance with Section .2 "Scalping".
  - b) all tile shall be installed on a bed of 19mm crushed stone with a minimum depth of 150mm which has been shaped to conform to the lower segment of the tile.
  - c) the Contractor shall allow for the cost of the preceding requirements (including the supply of the crushed stone) in his lump sum tender price unless it is otherwise provided for in the contract documents.
- .4 **Backfilling Ditch:** Where the contract includes for a closed drain to replace an open drain and the ditch is to be backfilled, the Contractor shall install the tile and backfill the trench prior to backfilling the ditch unless otherwise noted. The distance the trench shall be located away from the ditch shall be as noted on the drawings, (beyond area required for stockpiling topsoil and backfilling). After tile installation is complete topsoil (if present) shall be stripped and stockpiled within the above limits prior to backfilling of ditch. Only tracked equipment shall be permitted to cross backfilled tile trench and must be at 90 degrees to line of tile.

**C.8 INSTALLATION**

The tile is to be laid with close fitting joints and in regular grade and alignment in accordance with the plan and profile drawings. The tiles are to be bevelled, if necessary, to ensure close joints (in particular around curves). Where, in heavy clay soils, the width of a joint exceeds 10mm the joint shall be wrapped with filter cloth as below. Where the width of a joint exceeds 12mm the tile shall first be removed and the joint bevelled to reduce the gap. The maximum deflection of one tile joint shall be 15 degrees. Where a drain connects to standard or ditch inlet catchbasins or junction box structures, the Contractor shall include in his tender price for the supply and installation of compacted Granular 'A' bedding under areas backfilled from the underside of the pipe to undisturbed soil. The connections will then be grouted.

Where a tile drain passes through a bore pit, the Tile Contractor shall include in his tender price for the supply and placement of compacted Granular "A" bedding from the underside of the pipe down to undisturbed soil within the limits of the bore pit.

As above and where soil conditions warrant, the Engineer may require (or as specified on the drawings) that each tile joint be wrapped with synthetic filter cloth. The width of the filter cloth shall be 300mm wide for tile sizes of 150mm to 300mm and 400mm wide for sizes of 350mm to 750mm. The filter cloth shall cover the full perimeter of the tile and overlap a minimum of 100mm or as specified on the drawings. The type of cloth shall be Mirafi 140NL for loam soils and 150N for sandy soil. Any such work not shown on the drawings shall be considered as an addition to the contract price unless specified on the drawings.

**C.9 ROAD AND LANEWAY SUB-SURFACE CROSSINGS**

All road and laneway crossings may be made with an open cut in accordance with standard detailed drawings in the specifications or on the drawings. The exact location of the crossing shall be verified and approved by the Road Authority and the Engineer and/or Superintendent.

**C.10 BACKFILLING**

As the laying of the tile progresses, blinding up to the springline including compaction by tamping (by hand) is to be made on both sides of the tile. No tile shall be backfilled until inspected by the Engineer or Drainage Superintendent unless otherwise approved by the Engineer.

The remainder of the trench shall be backfilled with special care being taken in backfilling up to a height approximately 150mm above the top of the tile to ensure that no tile breakage occurs. During the backfilling operation no equipment shall be operated in a way that would transfer loads onto the tile trench. Surplus material is to be mounded over the tile trench so that when settlement takes place the natural surface of the ground will be restored. Upon completion, a minimum cover of 600mm is required over all tile. Where stones larger than 150mm are present in the backfill material, they shall be separated from the material and disposed of by the Contractor.

Where a drain crosses a lawn area, the backfilling shall be carried out as above except that, unless otherwise specified, the backfill material shall be mechanically compacted to eliminate settlement.

**C.11 UNSTABLE SOIL**

The Contractor shall immediately contact the Engineer or Superintendent if quicksand is encountered, such that installation with a tiling machine is not possible. The Engineer shall, after consultation with the Superintendent and Contractor, determine the action necessary and a price for additions or deletions shall be agreed upon prior to further drain installation. Where directed by the Engineer, test holes are to be dug to determine the extent of the affected area. Cost of test holes shall be considered an addition to the contract price.

**C.12 ROCKS**

The Contractor shall immediately contact the Engineer or Superintendent if boulders of sufficient size and number are encountered such that the Contractor cannot continue trenching with a tiling machine. The Engineer or Superintendent may direct the Contractor to use some other method of excavating to install the drain. The basis of payment for this work shall be determined by the Engineer and Drainage Superintendent.

If only scattered large stones or boulders are removed on any project, the Contractor shall haul same to a nearby bush or fence line, or such other convenient location as approved by the Landowners(s).

**C.13 BROKEN, DAMAGED TILE OR EXCESS TILE**

The Contractor shall remove and dispose of off-site all broken (existing or new), damaged or excess tile or tiles. If the tile is supplied by the Municipality, the Contractor shall stockpile all excess tile in readily accessible locations for pickup by the Municipality upon the completion of the job.

**C.14 TRIBUTARY DRAINS**

Any tributary tile encountered in the course of the drain shall be carefully taken up by the Contractor and placed clear of the excavated earth. If the tributary tile drains encountered are clean or reasonably clean, they shall be connected into the new drain. Where existing drains are full of sediment, or contain pollutants, the decision to connect those drains to the new drain shall be left to the Engineer or Superintendent. Each tributary tile connection made by the Contractor shall be located and marked with a stake and no backfilling shall take place until the connection has been approved by the Engineer or Superintendent.

For tributary drains 150mm dia. or smaller connected to new tiles 250mm dia. or larger, and for 200mm dia. connected to 350mm dia. or larger, the Contractor shall neatly cut a hole in the middle of a tile length. The connections shall be made using a prefabricated adaptor. All other connections shall be made with prefabricated wyes or tees conforming to Boss 2000 split coupler or approved equal.

Where an open drain is being replaced by a new tile drain, existing tile outlets entering the ditch from the side opposite the new drain shall be extended to the new drain. All existing metal outlet pipes shall be carefully removed, salvaged, and left for the owner. Where the grade of the connection passes through the newly placed backfill in the ditch, the backfill material below the connection shall be thoroughly compacted and metal pipe of a size compatible with the tile outlet shall be installed so that a minimum length of 2 meters at each end is extending into undisturbed soil.

**C.14 TRIBUTARY DRAINS** (cont'd)

Where locations of tiles are shown on the drawings the Contractor shall include in his tender price, all costs for connecting those tiles to the new drain regardless of length.

Where tiles not shown on the drawings are encountered in the course of the drain, and are to be connected to the new drain, the Contractor shall be paid for each connection at the rate outlined in the Form of Tender and Agreement.

**C.15 OUTLET PIPES**

Corrugated steel pipe shall be used to protect the tile at its outlet. It shall have a hinged metal grate with a maximum spacing between bars of 40mm. The corrugated steel pipe shall be bevelled at the end to generally conform to the slope of the ditch bank and shall be of sufficient size that the tile can be inserted into it to provide a solid connection. The connection will then be grouted immediately.

The installation of the outlet pipe and the required rip-rap protection shall conform to the standard detailed drawing as noted on the drawing.

**C.16 CATCHBASINS AND JUNCTION BOXES**

- Catchbasins:** Unless otherwise noted or approved, catchbasins shall be in accordance with O.P.S.D. 705.010, 705.030. All catchbasins shall include two - 150mm riser sections for future adjustments. All ditch inlet catchbasins shall include one 150mm riser section for future adjustments. The catchbasin top shall be a "Bird Cage" type substantial steel grate, removable for cleaning and shall be inset into a recess provided around the top of the structure. The grate shall be fastened to the catchbasin with bolts into the concrete. Spacing of bars on grates for use on 600mmx600mm structures shall be 65mm centre to centre. Spacing of bars on grates for use on structures larger than 600mmx600mm shall be 90mm with a steel angle frame.

The exact location and elevation of catchbasins shall be approved by the Road Authority or the Engineer/Superintendent. Catchbasins offset from the drain shall have "Boss 2000" 200mm diameter leads or approved equal unless otherwise noted and the leads shall have a minimum of 600mm of cover. The leads shall be securely grouted at the structures and the drain.

- Junction Boxes:** Junction boxes shall be the precast type unless otherwise approved. Dimensions for precast junction boxes shall conform to those for catchbasins. The inside dimensions of the box shall be a minimum of 100mm larger than the outside diameter of the largest pipe being connected. The minimum cover over the junction box shall be 600mm. Benching to spring line shall be supplied with all junction boxes.
- Connections:** Catchbasins and junction boxes shall not be ordered until elevations of existing pipes being connected have been verified in the field as indicated on the drawings. All connections shall be securely grouted at both the inside and outside walls of the structure.

- Installation:** Where the native material is clay, all catchbasins shall be backfilled with an approved granular material placed and compacted to a minimum width of 300mm on all sides with the following exception. Where the native material is sandy or granular in nature it may be used as backfill. Filter cloth shall be placed between the riser sections of all catchbasins.

Where the Contractor has over excavated or where ground conditions warrant, the structure shall be installed on a compacted granular base.

The Contractor shall include in his tender price for the construction of a berm behind all ditch inlet structures. The berm shall be constructed of compacted clay keyed 300mm into undisturbed soil. Topsoil shall be distributed to a 65mm thickness and seeded unless otherwise specified. The Contractor shall also include for regrading, shaping and seeding of road ditches for a maximum of 15 meters each way from all catchbasins.

**C.17 BLIND INLETS**

Where specified, blind inlets shall be installed along the course of the drain in accordance with details on the drawings.

**C.18 GRASSED WATERWAY**

Topsoil to be stripped from construction area and stockpiled prior to construction of waterway. Waterway to be graded into a parabolic shape to the width shown on the drawings. Topsoil to be relevelled over the waterway and other areas disturbed by construction.

Waterway to be prepared for seeding by harrowing and then seeded by drilling followed by rolling. Seeding rate to be 85 Kg/Ha with the following mixture:

- 30% Canon Canada Bluegrass
- 25% Koket Chewings Fescue
- 30% Rebel Tall Fescue
- 15% Diplomat Perennial Rye
- Plus #125 Birdsfoot Trefoil (25% of Total Weight)

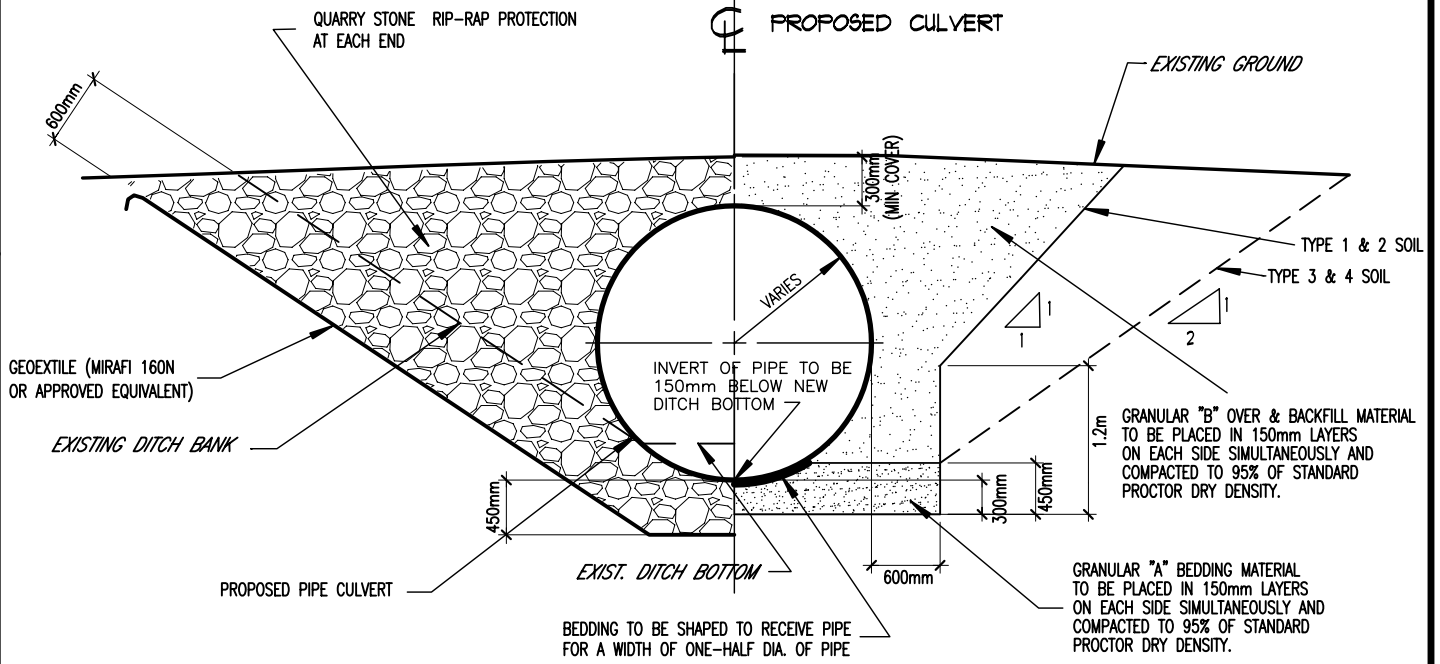
**C.19 BACKFILLING EXISTING DITCHES**

The Contractor shall backfill the ditch sufficiently for traversing by farm machinery. If sufficient material is not available from the old spoil banks to fill in the existing ditch, the topsoil shall be stripped and the subsoil shall be bulldozed into the ditch and the topsoil shall then be spread over the backfilled ditch unless otherwise specified on the contract drawings. The Contractor shall ensure sufficient compaction of the backfill and if required, repair excess settlement up to the end of the warranty period. The final grade of the backfilled ditch shall provide an outlet for surface water.

**C.20 RECOMMENDED PRACTICE FOR CONSTRUCTION OF SUBSURFACE DRAINAGE SYSTEM**

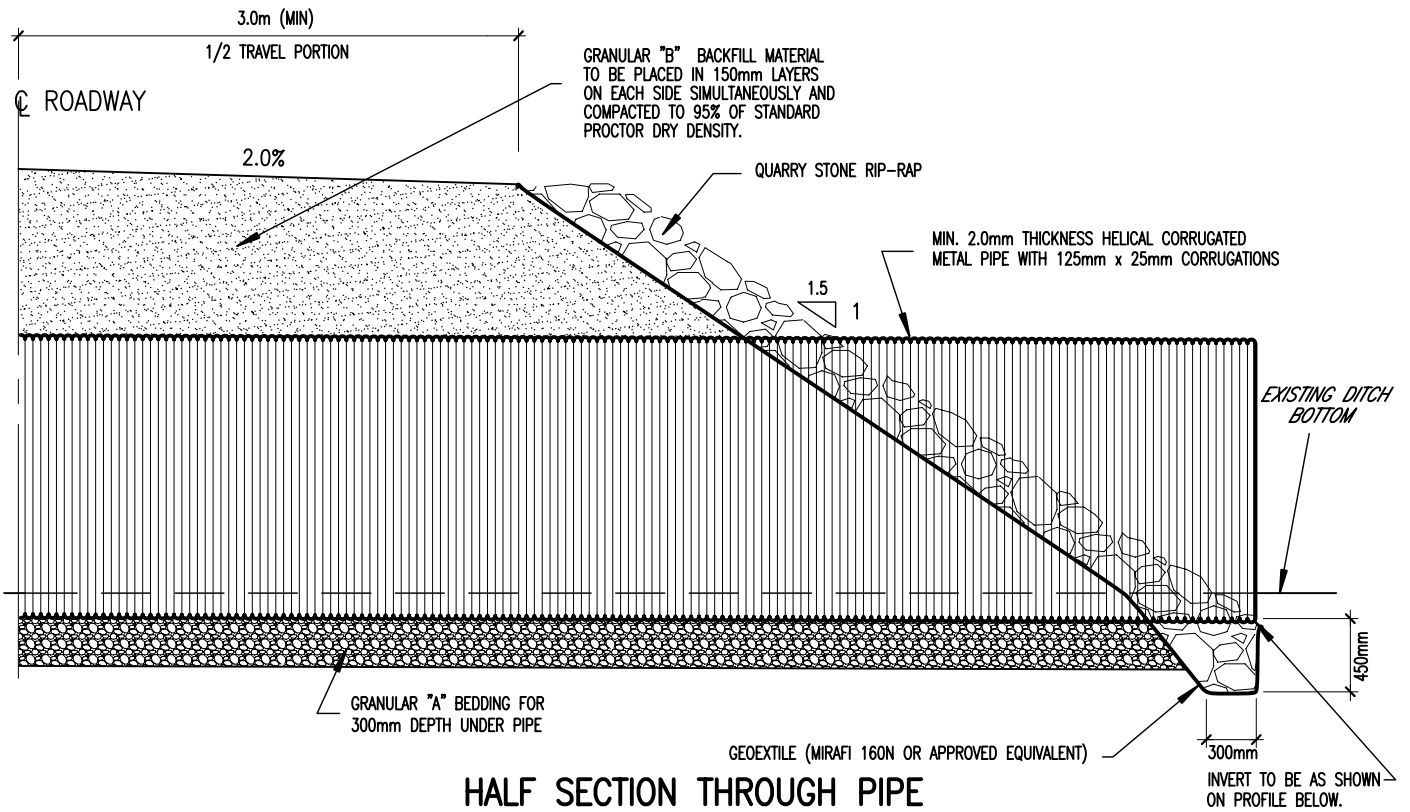
Drainage guide for Ontario, Ministry of Agriculture, Food and Rural Affairs Publication Number 29 and its amendments, dealing with the construction of Subsurface Drainage systems, shall be the guide to all methods and materials to be used in the construction of tile drains except where superseded by other specifications of this contract.

The requirements of licensing of operators, etc. which apply to the installation of closed drains under the Tile Drainage Act shall also be applicable to this contract in full unless approval otherwise is given in advance by the Engineer.



**HALF ELEVATION**

**HALF SECTION**



**HALF SECTION THROUGH PIPE**

**NOTES**

- 1) WHERE THE CULVERT IS TO BE INSTALLED IN POOR SOIL CONDITIONS, THE BEDDING MATERIAL SHALL BE 19mm CRUSHED STONE COMPLETELY WRAPPED IN GEOEXITILE SUCH AS MIRAFI 160N OR APPROVED EQUIVALENT.

**TYPICAL FARM CULVERT INSTALLATION DETAIL**

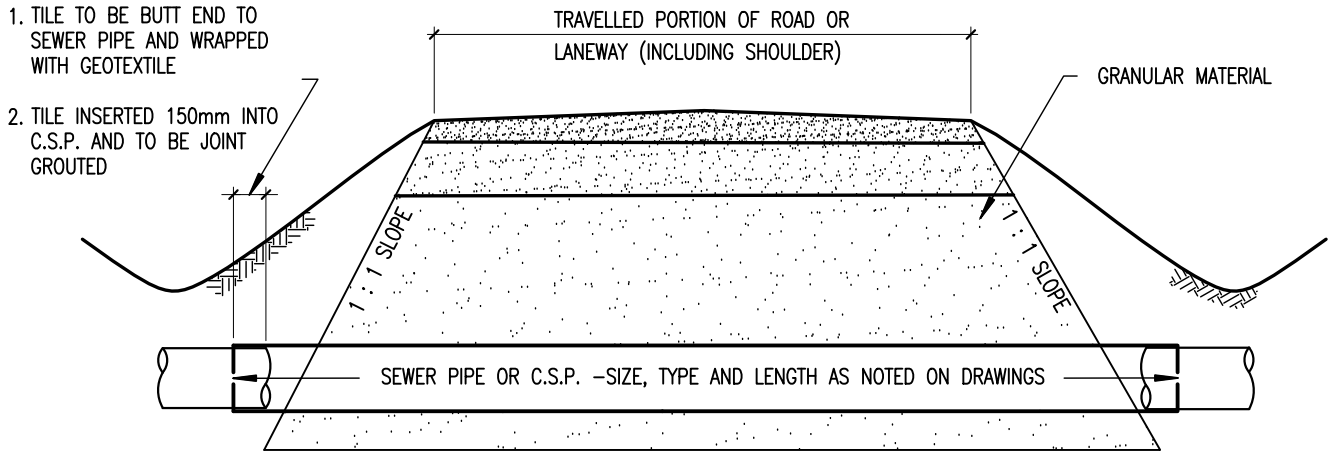
Scale: N.T.S.	Approved by:	Date: January 1983
Drawn by: jk	M.P.D.	Revised: November 2000

ELEVATION & SECTION

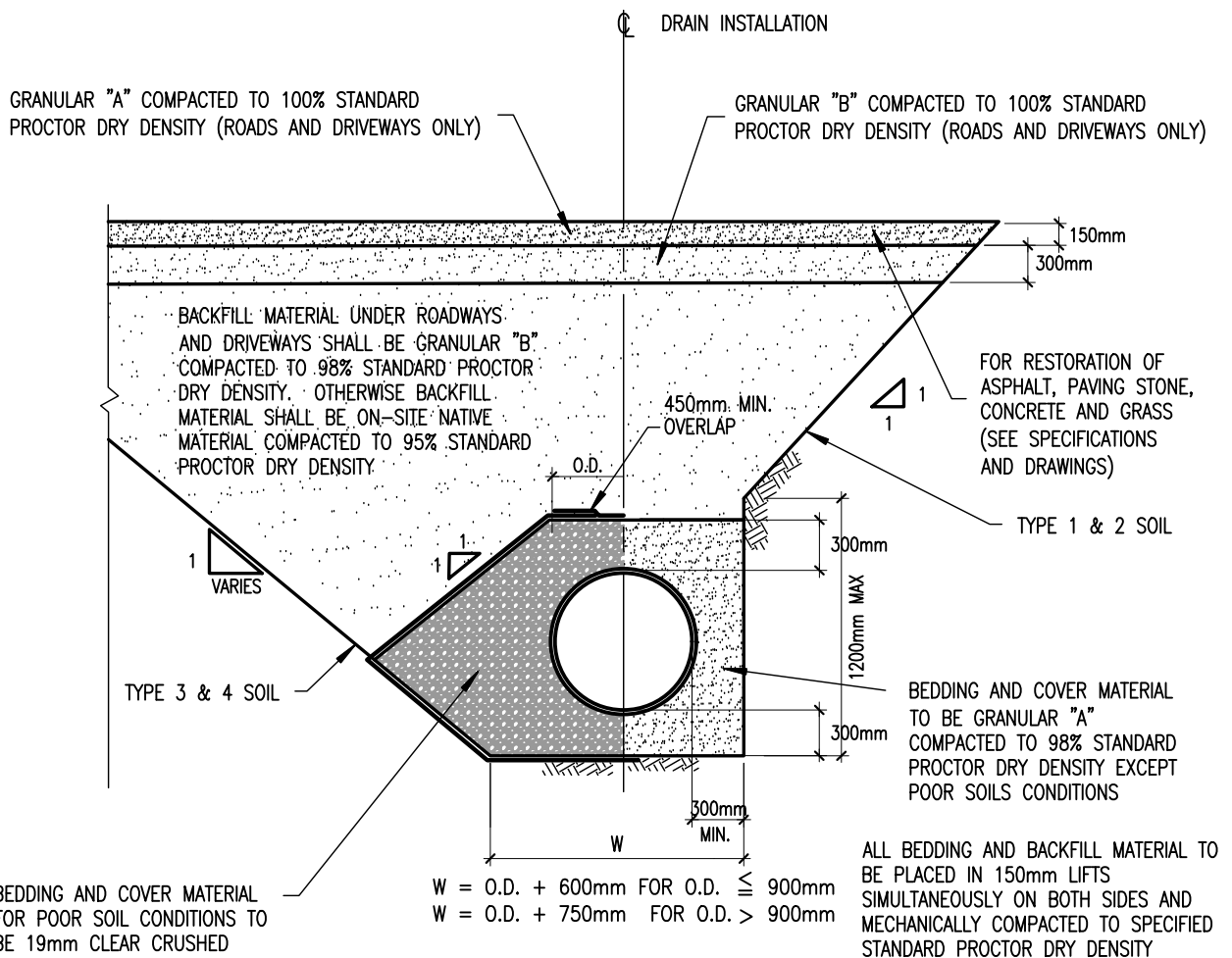


**SPRIET ASSOCIATES LONDON LIMITED**  
CONSULTING ENGINEERS ARCHITECTS

STANDARD  
DETAILED  
DRAWING  
No. 01



**SECTION THROUGH PIPE**



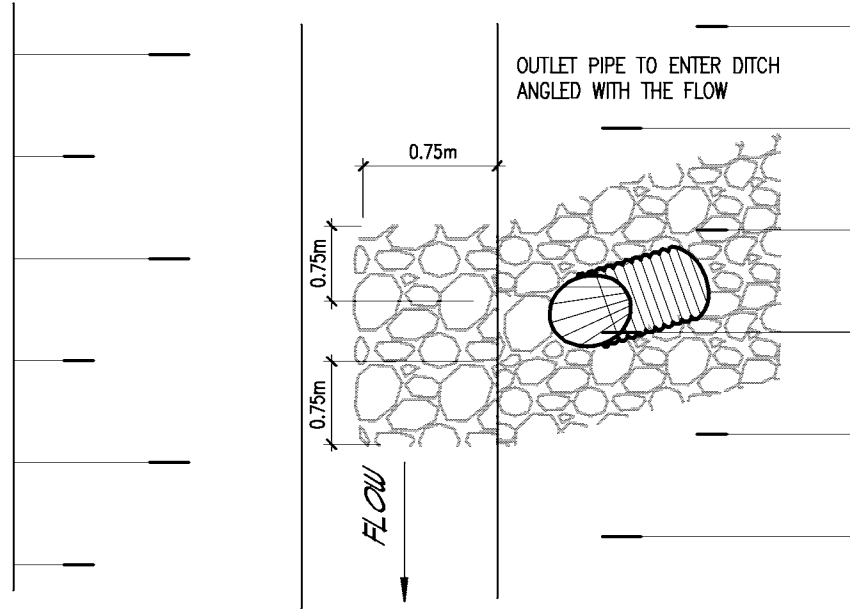
**CROSS SECTION**

**TYPICAL INSTALLATION DETAIL FOR SEWER PIPE UNDER DRIVEWAYS AND TRAVELLED PORTIONS OF ROADS**

Scale: N.T.S.	Approved by: M.P.D.	Date: January 1983
Drawn by: jk		Revised: JULY 2018

ELEVATION & SECTION		STANDARD DETAILED DRAWING No. 02
<b>SPRIET ASSOCIATES LONDON LIMITED</b> CONSULTING ENGINEERS ARCHITECTS		

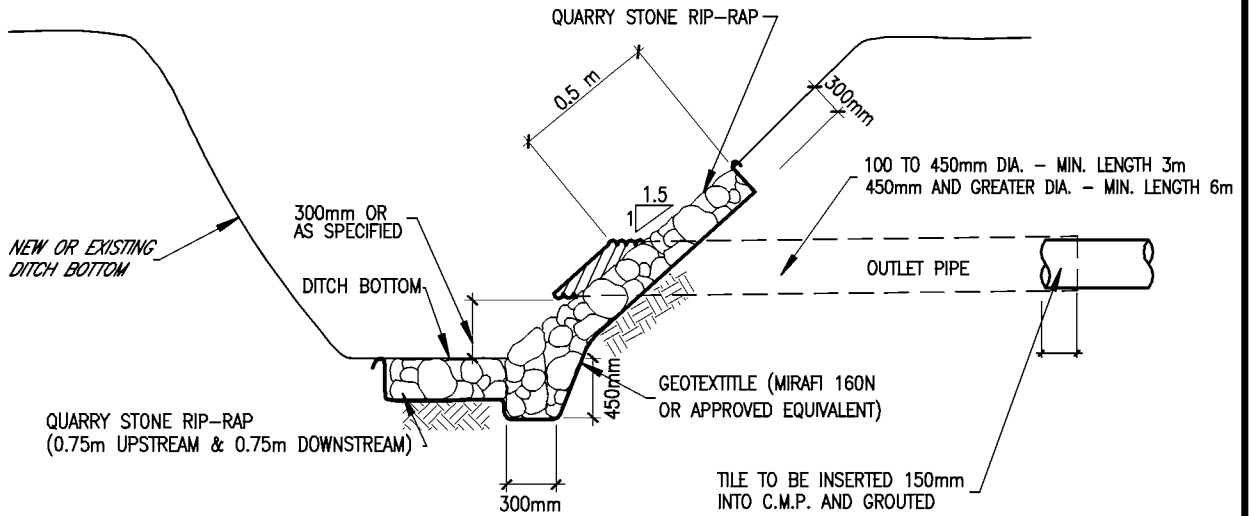




**PLAN**

**NOTES**

1. WHERE THE DISTURBED AREA EXCEEDS THE MIN. WIDTHS, RIP-RAP TO EXTEND TO A MIN. OF 600mm BEYOND THE DISTURBED AREA



**TYPICAL OUTLET RIP-RAP**

**NOTES**

1. RIP-RAP TO EXTEND UP THE SLOPE 0.5 METER ABOVE TOP OF OUTLET
2. WHERE SURFACE RUN ENTERS DITCH AT OUTLET PIPE, A ROCK CHUTE SHALL BE INSTALLED (SEE S.D.D. No. 05) AND PIPE SHALL BE INSTALLED ADJACENT TO ROCK CHUTE.
3. HINGED RODENT GATE TO BE AFFIXED TO END OF OUTLET PIPE.

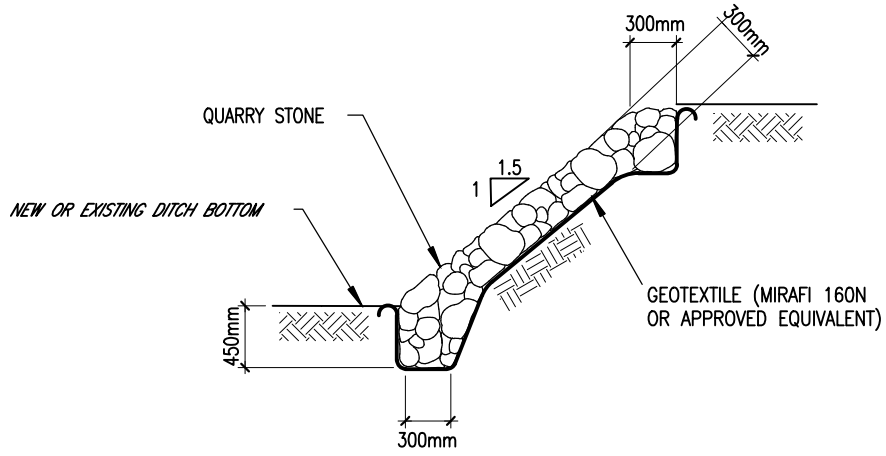
**TYPICAL OUTLET RIP-RAP THROUGH SIDE SLOPE OF DITCH**

Scale: N.T.S.	Approved by: M.P.D.	Date: November 2000
Drawn by: jk		Revised: January 2009

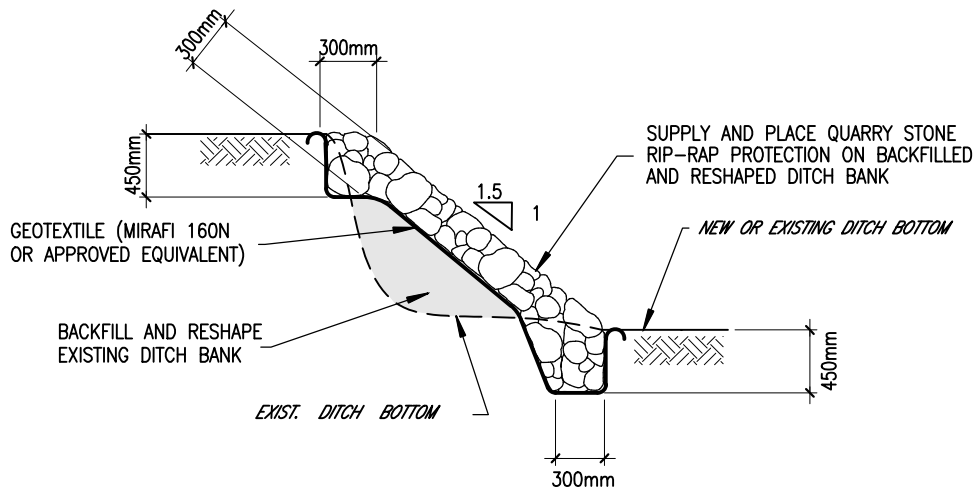
**PLAN & SECTION**

**SPRIET ASSOCIATES LONDON LIMITED**  
CONSULTING ENGINEERS ARCHITECTS

STANDARD  
DETAILED  
DRAWING  
No. 03



**TYPICAL DITCH BANK RIP-RAP**

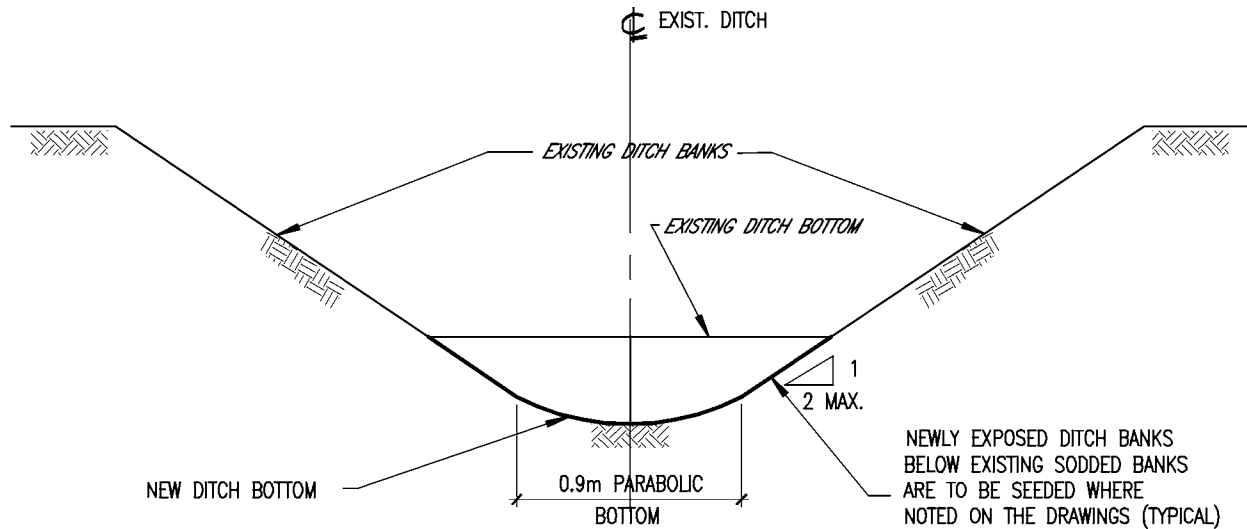


**TYPICAL DITCH BANK RIP-RAP WITH BACKFILLING OF WASHOUT**

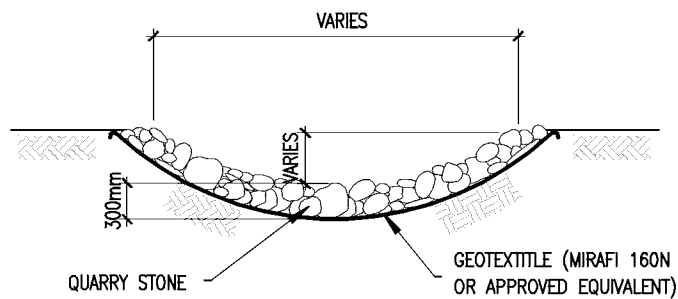
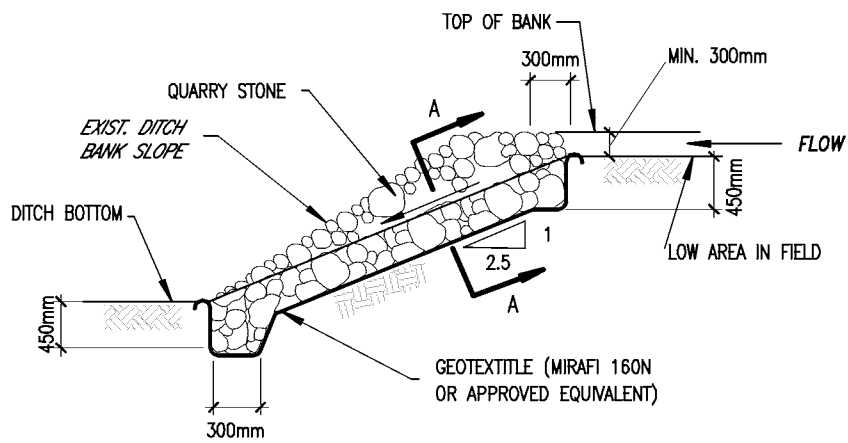
**TYPICAL DITCH BANK RIP-RAP DETAILS**

Scale: N.T.S.	Approved by:	Date: July 2000
Drawn by: jk	M.P.D.	Revised: November 2000

SECTIONS	STANDARD DETAILED DRAWING No. <b>04</b>
 <b>SPRIET ASSOCIATES LONDON LIMITED</b> CONSULTING ENGINEERS ARCHITECTS	




**TYPICAL DITCH BOTTOM CLEANOUT**



**SECTION A-A**

**TYPICAL ROCK CHUTE**

TYPICAL DITCH BOTTOM CLEANOUT TYPICAL ROCK CHUTE CONSTRUCTION		
Scale: N.T.S.	Approved by:	Date: November 2000
Drawn by: jk	M.P.D.	Revised:
SECTIONS		STANDARD DETAILED DRAWING No. 05
 <b>SPRIET ASSOCIATES LONDON LIMITED</b> CONSULTING ENGINEERS ARCHITECTS		



*Lucan - Biddulph*

January - August 2020



## Calls For Service (CFS) Billing Summary Report

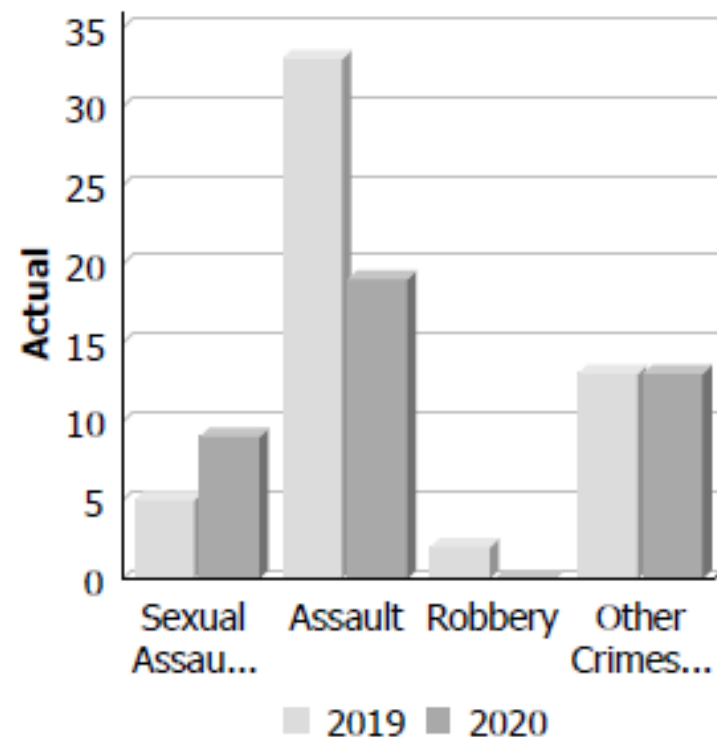
### Lucan-Biddulph January to August - 2020

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>	2020				2019			
	January to August	Year to Date	Time Standard	Year To Date Weighted Hours	January to August	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	13	13	15.9	206.7	17	17	15.9	270.3
Property Crime Violations	40	40	6.8	272.0	66	66	6.8	448.8
Other Criminal Code Violations (Excluding traffic)	9	9	7.9	71.1	2	2	7.9	15.8
Drug Possession	2	2	6.4	12.8	2	2	6.4	12.8
Statutes & Acts	28	28	3.3	92.4	31	31	3.3	102.3
Operational	167	167	3.6	601.2	158	158	3.6	568.8
Operational2	70	70	1.3	91.0	89	89	1.3	115.7
Traffic	17	17	3.4	57.8	21	21	3.4	71.4
<b>Total</b>	<b>346</b>	<b>346</b>		<b>1,405.0</b>	<b>386</b>	<b>386</b>		<b>1,605.9</b>

**Police Services Board Report for Lucan Biddulph  
Records Management System  
January to August - 2020**

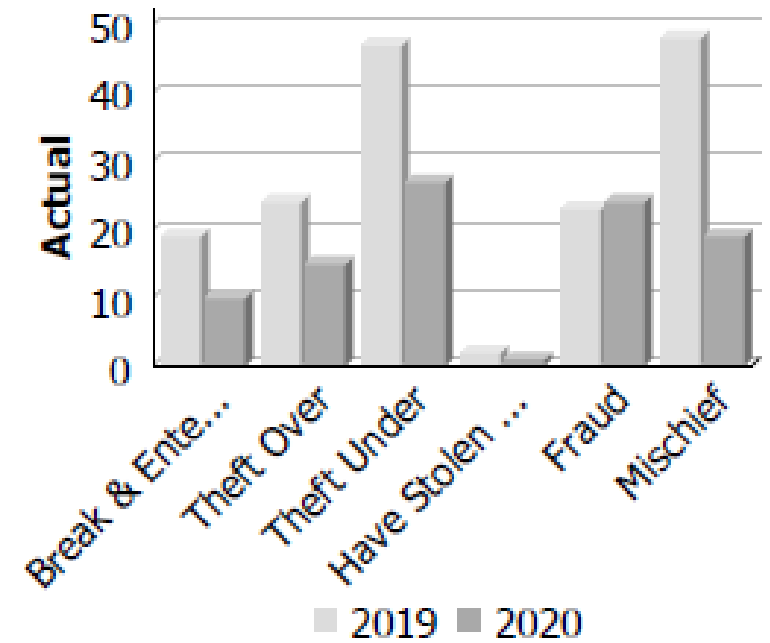
**Violent Crime**

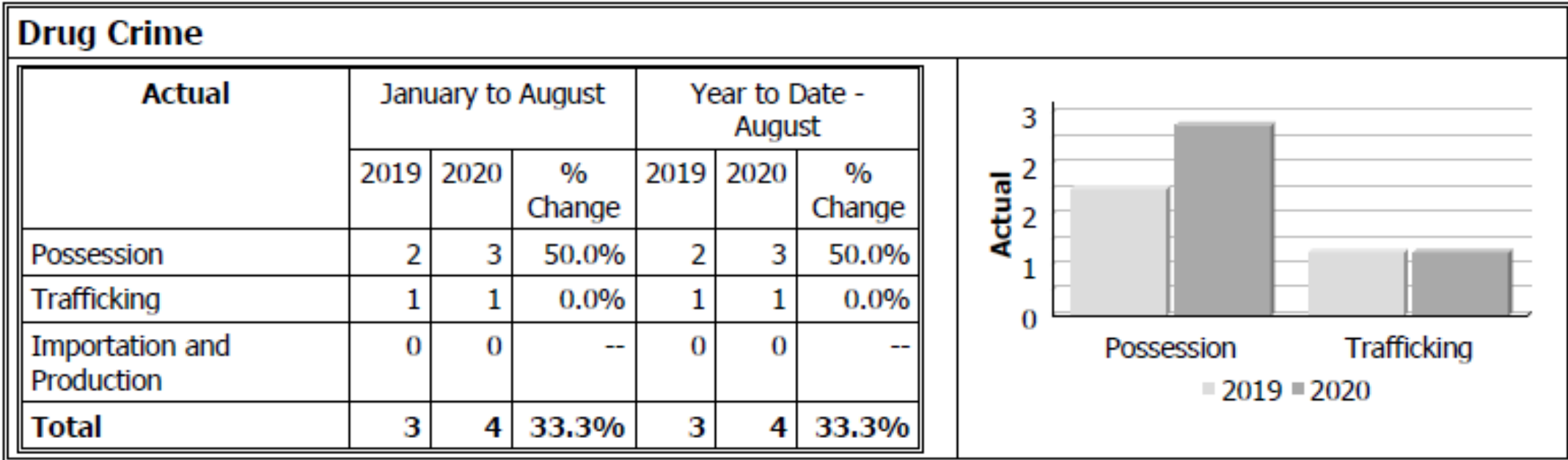
Actual	January to August			Year to Date - August		
	2019	2020	% Change	2019	2020	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	5	9	80.0%	5	9	80.0%
Assault	33	19	-42.4%	33	19	-42.4%
Abduction	0	0	--	0	0	--
Robbery	2	0	-100.0%	2	0	-100.0%
Other Crimes Against a Person	13	13	0.0%	13	13	0.0%
<b>Total</b>	<b>53</b>	<b>41</b>	<b>-22.6%</b>	<b>53</b>	<b>41</b>	<b>-22.6%</b>



### Property Crime

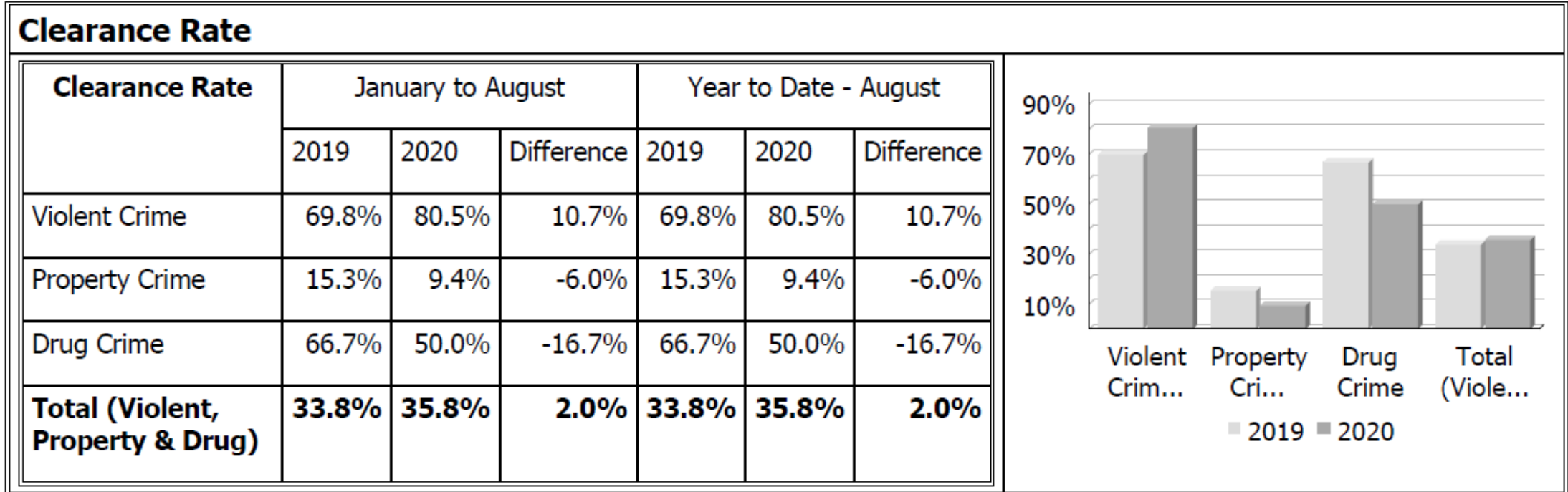
Actual	January to August			Year to Date - August		
	2019	2020	% Change	2019	2020	% Change
Arson	0	0	--	0	0	--
Break & Enter	19	10	-47.4%	19	10	-47.4%
Theft Over	24	15	-37.5%	24	15	-37.5%
Theft Under	47	27	-42.6%	47	27	-42.6%
Have Stolen Goods	2	1	-50.0%	2	1	-50.0%
Fraud	23	24	4.3%	23	24	4.3%
Mischief	48	19	-60.4%	48	19	-60.4%
<b>Total</b>	<b>163</b>	<b>96</b>	<b>-41.1%</b>	<b>163</b>	<b>96</b>	<b>-41.1%</b>







### Police Services Board Report for Lucan Biddulph Records Management System January to August - 2020



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

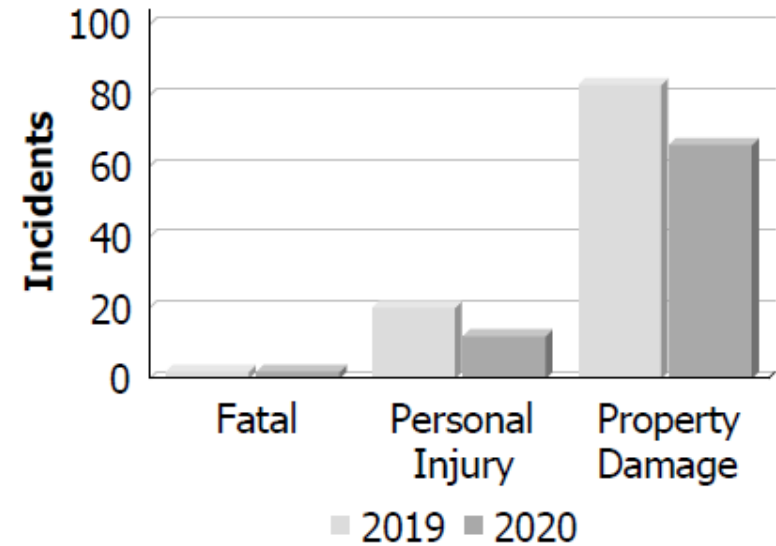
**Data Utilized**

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

## Police Services Board Report for Lucan Biddulph Collision Reporting System January to August - 2020

### Motor Vehicle Collisions by Type

Incidents	January to August			Year to Date - August		
	2019	2020	% Change	2019	2020	% Change
Fatal	2	2	0.0%	2	2	0.0%
Personal Injury	20	12	-40.0%	20	12	-40.0%
Property Damage	83	66	-20.5%	83	66	-20.5%
<b>Total</b>	<b>105</b>	<b>80</b>	<b>-23.8%</b>	<b>105</b>	<b>80</b>	<b>-23.8%</b>



#### Data Utilized

- SQL online application reporting system – OPP CRS 2.3.09
- Collision Reporting System Business Intelligence Cube

Ministry of Transportation  
Safety Program Development Branch  
87 Sir William Hearst Avenue, Room 212  
Toronto, Ontario M3M 0B4

Ministère des Transports  
Direction de l'élaboration des  
programmes de sécurité  
87, avenue Sir William Hearst, bureau 212  
Toronto, Ontario M3M 0B4



July 10, 2020

Dear Municipal Stakeholder,

I am pleased to announce that as of **July 1, 2020** the province expanded the types of off-road vehicles permitted on-road to two new additional types: off-road motorcycles commonly known as dirt bikes; and, extreme terrain vehicles, which are semi-amphibious vehicles with six or more wheels. This updated regulation can be found at <https://www.ontario.ca/laws/regulation/030316>.

It is important to note that the same on-road access rules for existing off-road vehicles continue to apply for these new vehicles on provincial roadways (Please see Schedule B of *Ontario Regulation 316/03: Operation of Off-Road Vehicles on Highways*). Similarly to the previously permitted vehicle types, municipalities may permit the use of off-road motorcycles and extreme terrain vehicles in their local jurisdiction through by-law. However, municipalities with existing by-laws permitting off-road vehicles will need to amend their by-law after July 1, 2020 if they want to allow these the new types of vehicles on their local roads. By-laws created before July 1, 2020 apply only to those classes of off-road vehicle which were permitted to operate on-road at the time: all-terrain vehicles, two-up all-terrain vehicles, and side by sides (utility terrain-vehicles, recreational off highway vehicles).

To support municipalities with these changes, the ministry has developed guidance documents to help municipalities decide whether to permit these new vehicles on their local roadways. These documents also provide guidance for proposed, yet to be proclaimed, changes for municipalities listed in Ontario Regulation 8/03 which will amend the way off-road vehicles are permitted on-road access to municipal roads. In municipalities listed in Ontario Regulation 8/03, off-road vehicles will automatically be allowed on municipal roads unless the municipality creates a by-law to prohibit or restrict their use. These new provisions have a target implementation date of January 1, 2021 and will replace the current requirement that those municipalities listed in Ontario Regulation 8/03 must enact a by-law to permit off-road vehicles to operate on identified municipal roads. If you have any questions regarding these future changes, please contact the general inquiry line for the Safety and Information Management office of the Operations Division at 905-704-2960.

For reference, the guidance documents are attached.

I would ask that you please forward this notice and enclosed guidance material to the attention of municipal staff in charge of traffic safety and those responsible for enforcing off-road vehicle laws in your area. If there are any questions regarding these amendments, please do not hesitate to contact the Acting Manager at the Safety Program Development Office Erik Thomsen at (647)-638-5210 or erik.thomsen@ontario.ca.

-2-

Thank you for your assistance in communicating this change.

Sincerely,

A handwritten signature in black ink, appearing to read "Angela Litrenta". The signature is written in a cursive, flowing style.







Angela Litrenta  
A/Director  
Safety Program Development Branch  
Ministry of Transportation

Attachment – Municipal Guidance Materials

## Additional Off-road Vehicles Allowed On-road

Effective July 1, 2020, the Ministry of Transportation (MTO) is making changes to add off-road motorcycles (ORM) and extreme terrain vehicles (XTV) to the existing list of off-road vehicles (ORV) permitted on-road. These two new ORV types will be in addition to the currently permitted 4 wheeled ORV types.

# Provincial Requirements

<p>Municipal Considerations</p>	<p><b>Municipalities will continue to have the authority and make decisions about ORVs by way of by-law to:</b></p> <ul style="list-style-type: none"> <li>▶ <b>Permit ORVs</b></li> <li>▶ <b>Only allow specific ORVs on road</b></li> <li>▶ <b>Only allow ORVs at specific hours of the day</b></li> <li>▶ <b>Impose additional speed limits</b></li> </ul> <p>ORV is a general term used to capture several different vehicles designed for off-road, however, only certain off-road vehicles that meet the requirements in Ontario Regulation 316/03 are permitted on-road:</p>	
<p>All-Terrain Vehicles</p>	<p>“A “single-rider” all-terrain vehicle (ATV) is designed to travel on four low-pressure tires, having a seat designed to be straddled by the operator, handlebars for steering control and it must be designed by the manufacturer to carry a driver only and no passengers.</p> <p>A two-up ATV is designed and intended for use by an operator or an operator and a passenger. It is equipped with straddle-style seating and designed to carry only one passenger.</p>	 
<p>Side-by-Sides</p>	<p>A recreational off-highway vehicle (ROV) has two abreast seats, typically built with a hood, and uses a steering wheel instead of a motorcycle steering handlebar.</p> <p>A utility terrain vehicle (UTV) has similar characteristics to an ROV but typically also features a box bed. UTVs are generally designed for utility rather than for recreational purposes.</p>	 
<p>New Off-Road Vehicle Types</p>	<p>Extreme Terrain Vehicles (XTVs), commonly referred to as Argos are 6+ wheeled off-road vehicles capable of riding in multiple terrains, including through water. These vehicles sometimes come with tracks, however, tracked versions are not being permitted on road and are restricted to off-road use only.</p> <p>Off-Road Motorcycles (ORMs) are 2 wheeled off-road vehicles that come in varying configurations such as, but not limited to: Recreational ORM, Trail ORM, Competition ORM, Dual sport ORM.</p>	 
<p>July 1, 2020</p>	<p>Vehicles permitted on any municipal road where a by-law is created to enable their use will continue to be permitted.</p> <p><b>MUNICIPAL BY-LAWS:</b> Effective July 1, 2020, additional types of ORVs can be permitted on municipal roads and provincial roadways where local municipalities create <b>new</b> by-laws to enable their use (existing ORV by-laws granting access will not automatically permit new types; a new by-law will need to be passed after July 1, 2020).</p> <p><b>LICENCE REQUIREMENT:</b> These new vehicle types will require at least a G2 or M2 licence, the same as other off-road vehicles. These vehicles do not come with lights so they are restricted from operating at night or when the weather is poor unless equipped with proper aftermarket lighting. Also, no passengers are allowed on ORMs.</p>	
<p>Proposed for January 1, 2021</p>	<p>Proposed for January 1, 2021, in municipalities listed in Regulation 8/03, all ORV vehicle types, including new vehicle types, will be permitted on municipal roads. Municipalities must create a by-law to restrict or prohibit their use.</p>	
<p>More Information</p>	<p>With respect to the enforcement of these laws, the police act independently when carrying out their duties. Any issues with the day-to-day operations of police services and the actions of its officers should be raised with the local chief of police or his/her representative. All set fines can be found on the <a href="#">Ontario Court of Justice website</a>.</p> <p>This document is a guide only. For official purposes, please refer to the <i>Highway Traffic Act</i> and regulations. For more information, please visit <a href="http://Ontario.ca/ATV">Ontario.ca/ATV</a>.</p>	

Additional Off-road Vehicles Allowed On-road (continued)



**Existing Types permitted:**  
ATVs, Two-Up ATVs,  
ROVs, UTVs



**New Types:**  
ORMs and XTVs

Provincial Requirements

Operator Requirements

- Existing rider safety requirements:
- ▶ Must be at least 16 years old
  - ▶ Must hold at least a valid G2 or M2 licence
  - ▶ Wear an approved motorcycle helmet
  - ▶ Wear a seat belt, where provided
  - ▶ Travel at speeds less than the posted speed limit
  - ▶ Travel only on shoulder, and where unavailable, right most portion of the roadway
  - ▶ Be driven in the same direction as traffic
  - ▶ Carry the ATV/ORV's registration permit

Rider safety requirements:

- ▶ Must hold at least a valid G2 or M2 licence (same as existing ORV types)
- ▶ Must be at least 16 years old
- ▶ Wear an approved motorcycle helmet
- ▶ Wear a seat belt, where provided
- ▶ Travel at speeds less than the posted speed limit
- ▶ Travel only on shoulder, and where unavailable, right most portion of the
- ▶ Be driven in the same direction as traffic
- ▶ Carry the ATV/ORV's registration permit

Passenger Safety Requirements

- Existing passenger safety requirements:
- ▶ If the vehicle was manufactured with seat belts, everyone must buckle up
  - ▶ If the vehicle has passenger foot rests, the passenger must be able to reach these foot rests
  - ▶ The number of occupants is limited to the number of available seating positions
  - ▶ No passengers under the age of 8 are allowed and additional passenger restrictions apply if the driver is a young and novice driver with a minimum G2 or M2 licence
  - ▶ All riders – drivers and passengers – must wear an approved motorcycle helmet

Passenger safety requirements

- ▶ **NEW** No passengers are permitted on ORMs while operating on-road
- ▶ If the vehicle was manufactured with seat belts, everyone must buckle up
- ▶ If the vehicle has passenger foot rests, the passenger must be able to reach these foot rests
- ▶ The number of occupants is limited to the number of available seating positions
- ▶ No passengers under the age of 8 are allowed and additional passenger restrictions apply if the driver is a young and novice driver with a minimum G2 or M2 licence
- ▶ All riders – drivers and passengers – must wear an approved motorcycle helmet




Vehicle Requirements

- ▶ Be registered and plated
- ▶ Be insured
- ▶ Must have wheels in contact with the ground
- ▶ Be compliant with one of the ANSI/COHV standards listed in s.10 of Ontario Regulation 316/03 (certification label commonly found near footrest)
- ▶ Have headlights and taillights on at all times

- ▶ **NEW** Exempted from the standards listed in s.10
- ▶ **NEW** As an alternative to the standards listed in s.10 of Ontario Regulation 316/03 XTVs must comply with sections 7.2, 7.3, 7.4, 7.5 (other than section 7.5.1), 7.6, 7.7, 7.8 and 7.9 of the Society of Automotive Engineers Standard J2258, entitled "Light Utility Vehicles" (braking ability, lighting, rollover protection)
- ▶ **NEW** XTVs that are tracked are not permitted on-road
- ▶ **NEW** Have headlights and taillights on between sunset and sunrise (nighttime riding) or when the weather is unfavourable
- ▶ **NEW** ORMs must have a minimum wheel rim diameter of 250 mm, and has a minimum wheelbase of 1 016 mm (to prevent pocket bikes)
- ▶ **NEW** ORMs may meet federal definition for Restricted Use Motorcycles, and would need to meet federal standards, or may be Competition Vehicles, for which no federal standards apply
- ▶ Be registered and plated
- ▶ Be insured
- ▶ Must have wheels in contact with the ground


# Off-Road Vehicles

During 2019, the Ministry of Transportation made two legislative amendments to the *Highway Traffic Act* to improve the experience of off-road vehicle (ORV) riding in the province. These changes, outlined within this infographic, have two effective dates: One set of changes became effective as of July 1, 2020 and the second set of changes are proposed to take effect January 1, 2021.

Common ORV Types	All Terrain Vehicles (ATVs)		Side-by-Sides		New ORV Types	
						
	"single-rider" all-terrain vehicle (ATV)	two-up all-terrain vehicle (two-up ATV)	recreational off-highway vehicle (ROV)	utility terrain vehicle (UTV)	off-road motorcycle (ORM)	extreme terrain vehicle (XTV)


**Municipality A**  
Default speed limit less than 80km/h

**Current vehicles permitted on road**




Permitted on ANY municipal road where a by-law is created to enable their use

**Not permitted on road**  
Restricted to off road use




**Municipality B**  
Municipalities listed in Regulation 8/03

**Current vehicles permitted on road**



Permitted on ANY municipal road where a by-law is created to enable their use

**Not permitted on road**  
Restricted to off road use



**Effective July 1, 2020**



Where a by-law is/was created to enable their use, these vehicles types or vehicles will continue to be permitted on any municipal road

**Additional by-law/amended existing by-law is required to permit new vehicle types**




By-laws made before July 1, 2020 will not automatically permit these vehicles

**Getting Ontario Moving Act**

**Better for People, Smarter for Business Act**


**Proposed for January 1, 2021**



**No changes**

Where a by-law is/was created to enable their use, these vehicles types or vehicles will continue to be permitted on any municipal road

**Additional by-law/amended existing by-law is required to permit new vehicle types**





**No changes**

By-laws made before July 1, 2020 will not automatically permit these vehicles

In municipalities listed in Regulation 8/03, all ORV vehicle types, including new vehicle types, will be permitted on municipal roads.

**Municipalities must create a by-law to restrict or prohibit their use**

**OPT - IN**   **OPT - OUT**

**MUNICIPAL SERVICES BOARDS,  
MUNICIPAL CORPORATIONS, AND  
THE LAKE HURON/ELGIN AREA  
WATER SUPPLY SYSTEMS**

COUNCIL MEETING  
MUNICIPALITY OF LUCAN-BIDDULPH  
6 OCTOBER 2020


1

**ANDREW J. HENRY, P.ENG.**

DIRECTOR OF REGIONAL WATER  
LAKE HURON & ELGIN AREA WATER SYSTEMS

AHENRY@HURONELGINWATER.CA  
T: 519-930-3505 EXT.1355

[HTTPS://HURONELGINWATER.CA](https://HURONELGINWATER.CA)  
<WWW.FACEBOOK.COM/REGIONALWATERSUPPLY/>



2



## DISCLAIMER

**THIS PRESENTATION SHOULD NOT BE CONSTRUED AS A LEGAL OPINION.** THE INFORMATION PROVIDED TODAY IS PRESENTED AS A FRAMEWORK FOR DISCUSSIONS WITH THE MUNICIPALITIES WHICH BENEFIT FROM THE LAKE HURON AND ELGIN AREA WATER SUPPLY SYSTEM.

MUNICIPALITIES ARE ENCOURAGED TO SEEK LEGAL ADVICE WHERE WARRANTED

3

## OVERVIEW

- BACKGROUND – THE TRANSFER ORDER(S) OF 2000
- ISSUE IDENTIFICATION
- OVERVIEW OF OPTIONS
  - OWNERSHIP
  - LIABILITY
  - FINANCE
- BOARD GOVERNANCE
- MUNICIPAL CONSIDERATIONS
- NEXT STEPS

4

## TRANSFER ORDER - GOVERNANCE

- ISSUED UNDER THE **MUNICIPAL WATER & SEWAGE SYSTEMS TRANSFER ACT, 1997**
- ESTABLISHED THE BOARD(S) OF MANAGEMENT
  - ROLE, RESPONSIBILITIES AND OBLIGATIONS
  - APPOINTMENT OF MEMBERS (NO FIXED TERM, SERVE AT THE PLEASURE OF MUNICIPALITY)
  - VOTING STRUCTURE, QUORUM
  - ADMINISTRATION (ESTABLISHMENT OF BYLAWS AND POLICIES, DELEGATION OF AUTHORITY)
  - AUTHORITY TO CHANGE ADMINISTRATION/MANAGEMENT ARRANGEMENTS
  - APPROVE OPERATING & CAPITAL BUDGET, RESERVE FUNDS, CONTRACTS, RATE
  - DISPUTE RESOLUTION PROCESS
  - “MAY HAVE A BANK ACCOUNT”, “MAY ENTER INTO CONTRACTS”  
(IMPLIED ‘CORPORATE’ LEGAL STATUS)

5

## BODY-CORPORATE

“AN ORGANIZATION SUCH AS A COMPANY OR GOVERNMENT ENTITY THAT IS CONSIDERED TO HAVE ITS **OWN** LEGAL RIGHTS AND RESPONSIBILITIES SIMILAR TO THAT OF A NATURAL PERSON”

EXAMPLES: PRIVATE CORPORATION, PUBLIC CORPORATION, (M.A.) LOCAL BOARD, ETC.

6

**TRANSFER ORDER - ADMINISTRATION**

CITY OF LONDON IDENTIFIED AS "ADMINISTERING MUNICIPALITY" TO PROVIDE SERVICES AS REQUIRED AND DIRECTED BY THE BOARD(S)

- REGIONAL WATER SUPPLY DIVISION, SECONDED AND REPORTS TO THE BOARD(S)
- PROVISION OF FINANCIAL/OTHER SUPPORT SERVICES (FEE FOR SERVICE)
- MUST ISSUE DEBT WHEN DIRECTED BY THE BOARD(S)

7

**TRANSFER ORDER - ADMINISTRATION**

REGIONAL WATER SUPPLY DIVISION (SECONDED), AS THE BOARDS' ADMINISTRATION, RESPONSIBLE FOR:

- ALL MANAGEMENT AND ADMINISTRATION OF REGIONAL WATER SYSTEM
- LONG-TERM PLANNING, ENGINEERING/CONSTRUCTION, ASSET MANAGEMENT
- OPERATION, MAINTENANCE & REPAIR (CONTRACTED SERVICE)
- COMPLIANCE, RISK MANAGEMENT, SECURITY
- FINANCE PLANNING AND MANAGEMENT
- INFORMATION TECHNOLOGY, DATA MANAGEMENT
- EXTERNAL SERVICES (LEGAL, ETC.)

8

## TRANSFER ORDER – MUNICIPAL RELATIONSHIP

- CITY OF LONDON DESIGNATED “BARE TRUSTEE” ON BEHALF OF THE REGIONAL WATER SYSTEMS
- EACH BENEFITING MUNICIPALITY HAS AN **UNDIVIDED BENEFICIAL INTEREST** IN THE RESPECTIVE REGIONAL WATER SYSTEM
  - “TENANT IN COMMON” WITH ALL OTHER MUNICIPALITIES
  - NO SHAREHOLDINGS
  - NO APPORTIONMENT OF TREATMENT CAPACITY/SUPPLY

9

## REGIONAL WATER SYSTEM

- HAVE THEIR OWN BUDGET, RESERVE FUNDS, RATE
- HAVE THEIR OWN BYLAWS, POLICIES
- FINANCIAL PLANS
- ASSET MANAGEMENT PLANS
- MASTER WATER PLANS
- MANAGEMENT SYSTEMS (EMS, DWQMS, IMS)
- IDENTITY MANAGEMENT (LOGO, WEBSITE, STANDARDS)

[HTTPS://HURONELGINWATER.CA](https://HURONELGINWATER.CA)

10

## PROBLEM STATEMENT

- TRANSFER ORDERS IMPLY 'CORPORATE' LEGAL STATUS, BUT NOT EXPLICIT
  - LINKAGE TO MUNICIPAL ACT UNCLEAR (STATUS AS A LOCAL BOARD?)
  - CAN THEY HAVE EMPLOYEES? (EMPLOYMENT STANDARDS ACT, LABOUR RELATIONS ACT, OCCUPATIONAL HEALTH AND SAFETY ACT, WORKPLACE SAFETY & INSURANCE BOARD, ETC.)
- IF A 'CORPORATE' LEGAL STATUS AND HAVE A BANK ACCOUNT: REGIONAL SYSTEM COULD HOLD DEBT?
  - MUNICIPALITIES COLLECTIVELY HOLD THE DEBT ANNUALLY IN PROPORTION TO THEIR WATER SUPPLY VOLUME
- IF A 'CORPORATE' LEGAL STATUS: IMPLICATION OF SDWA S.19 (STANDARD OF CARE) AND LIABILITY TO MUNICIPALITIES?

11

## MUNICIPAL ACT, 2001

OVERVIEW OF OPTIONS UNDER THE MUNICIPAL ACT

12

## MUNICIPAL ACT – OPTIONS FOR THE LAKE HURON & ELGIN AREA WATER SYSTEMS

The Ontario Municipal Act  
S.O. 2001, C.25

and

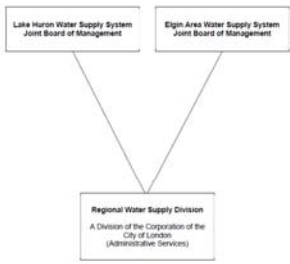
The Boards of Management for the Lake Huron and Elgin Area Water Supply Systems

*A discussion paper related to the legal status of the Boards of Management for the Lake Huron Water Supply System and the Elgin Area Water Supply System and the potential to consolidate the regional water systems under the Municipal Act, 2001.*

June 2020

Andrew J. Henry, P. Eng.  
Director, Regional Water  
Lake Huron & Elgin Area Water Supply Systems

**Existing Structure**  
(Transfer Order: Municipal Water & Sewage Systems Transfer Act, 2006)



**Water Supply System:**

- Each benefiting municipality has an undivided beneficial ownership (as tenant in common)
- Assets held IN TRUST by the City of London, in its capacity as Administering Municipality per Transfer Order

**Board of Management:**

- Members (and Alternate Members) appointed by benefiting municipalities
- Governing authority over water system
- Authority to:
  - Obtain approvals
  - Contracting for services
  - Entering into agreements with individuals, corporations and other governments
  - Operating bank accounts and other transactions
  - Approving the annual operating budget and capital budget
  - Setting the rate for water charged to benefiting municipalities
- May delegate specific administrative functions to another party

**Legal Status:**

- London: Transfer Order implies "body-corporate" status but is not legally clear
- Appears that it may be considered a Local Board, by definition, under the Municipal Act (note: a Local Board is a body-corporate but is not explicitly clear)

**Administration:**

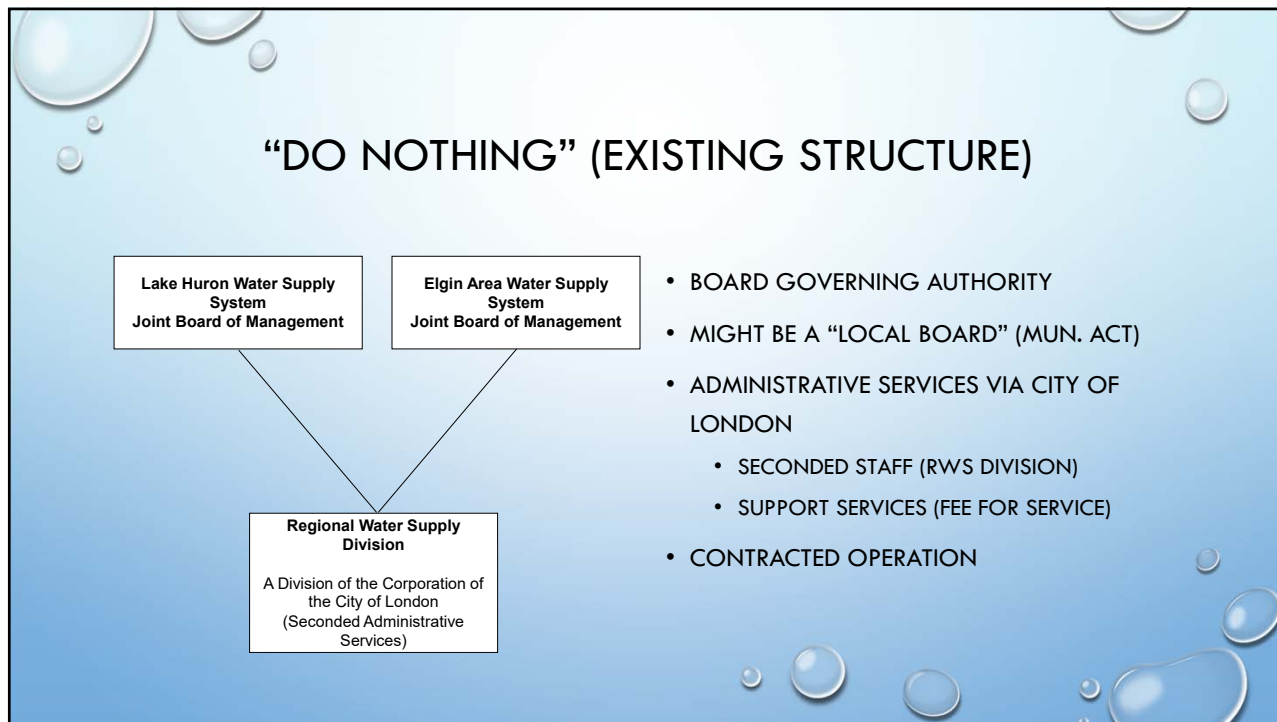
- Corporation of the City of London designated as the "Administering Municipality" on behalf of the municipalities and the Joint Board
- Maintain accounts, budgets, etc. for the benefit of the water system which are separate from the Corporation
  - Keeping books, records and accounts
  - Liaison with MOECC on matters of compliance
  - Liaison with Operating Authority (currently the Ontario Clean Water Agency)
  - Negotiating agreements, subject to the approval of the Board
  - Preparing rates
  - Preparing capital and operating budgets
  - Billing and receiving payments
  - Making payments
  - Raising capital financing
  - Preparing and keeping minutes of Board meetings
  - Holding reserve funds
  - Operating bank accounts
  - Making on-to-city operation and maintenance decisions
  - Other such functions as determine and approved by the Board
- Regional Water Supply Division created to administer the system. Secondment of staff by arrangement, not explicit signed agreement.
  - Services purchased from the Corporation of the City of London and other third party vendors
  - Acts as the administrative authority and oversees all aspects of the water system, reporting to and under the direction of the Board(s).
- Debt/subsidies currently held by each municipality in proportion to their annual supplied water volumes.

13

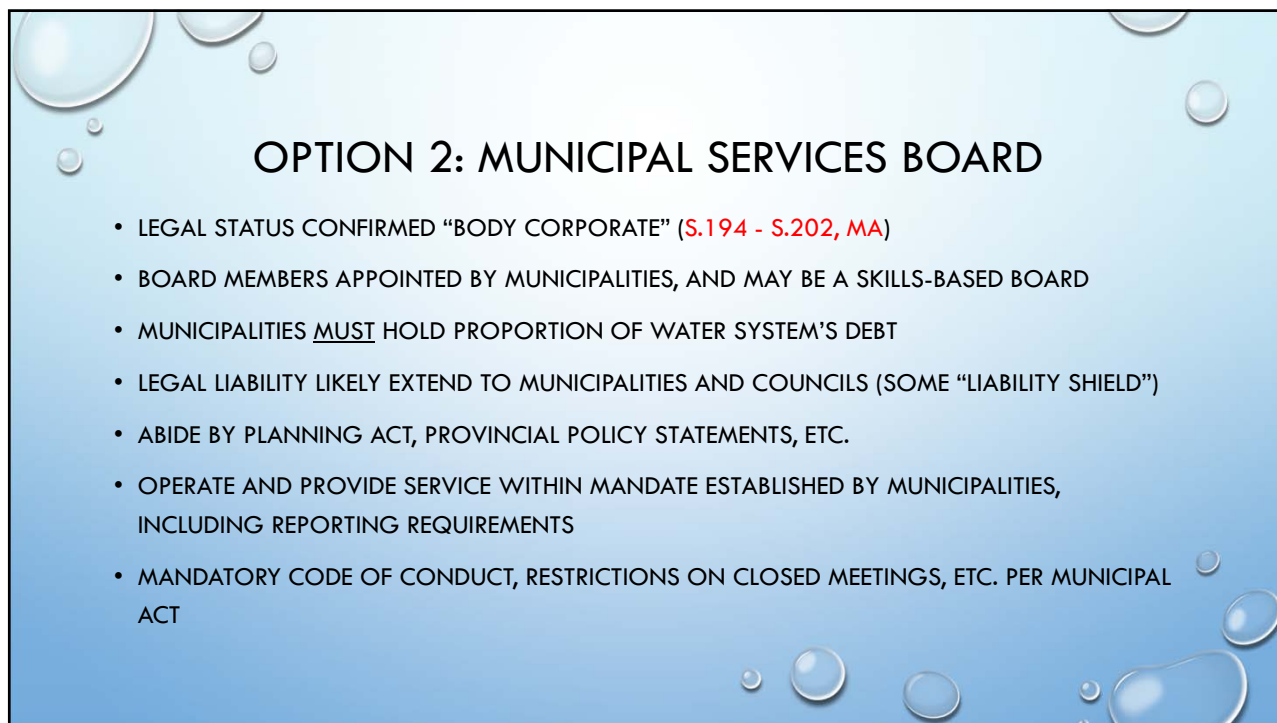
## OPTION 1: "DO NOTHING"

- LEGAL STATUS CONTINUES TO BE A SIGNIFICANT QUESTION
- BOARD OF MANAGEMENT CONTINUES TO GOVERN, BOARD MEMBERS APPOINTED BY MUNICIPALITIES
- UNDIVIDED BENEFICIAL OWNERSHIP (TENANT IN COMMON)
- CITY OF LONDON BARE TRUSTEE (ASSETS HELD IN TRUST)
- MUNICIPALITIES MUST HOLD PROPORTION OF WATER SYSTEM'S DEBT
- LEGAL LIABILITY EXTENDS TO MUNICIPALITIES AND COUNCILS

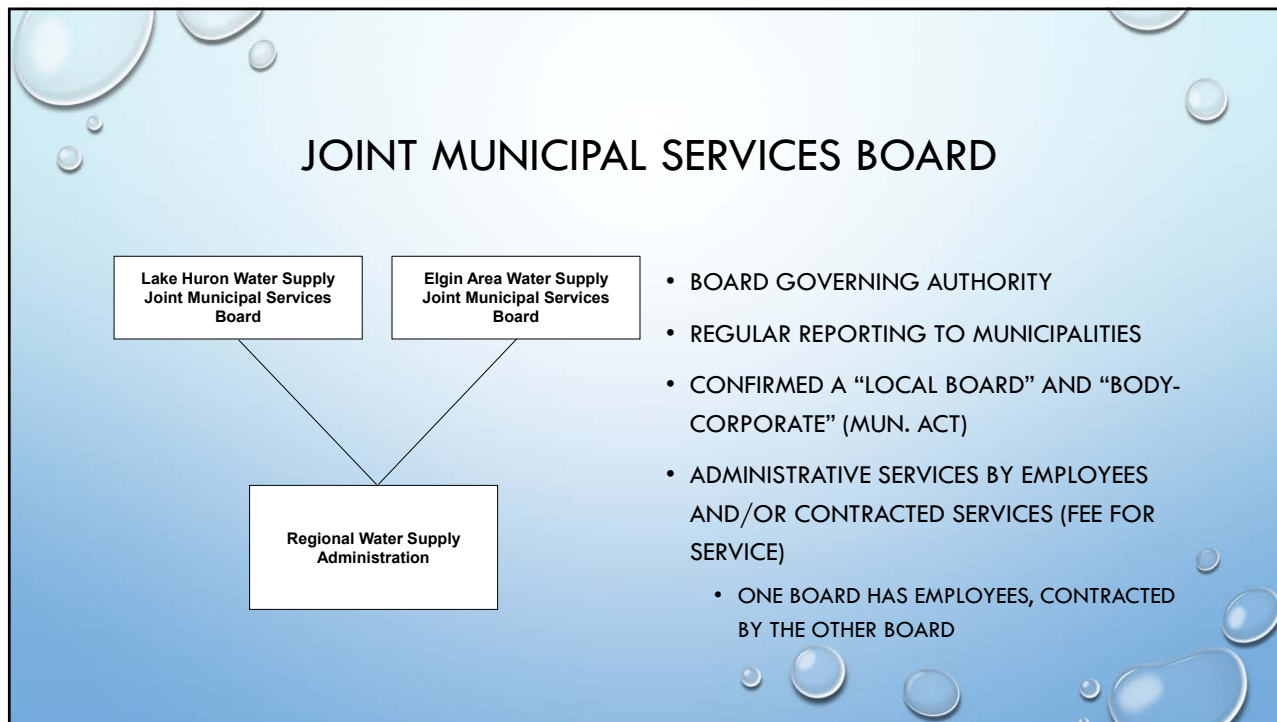
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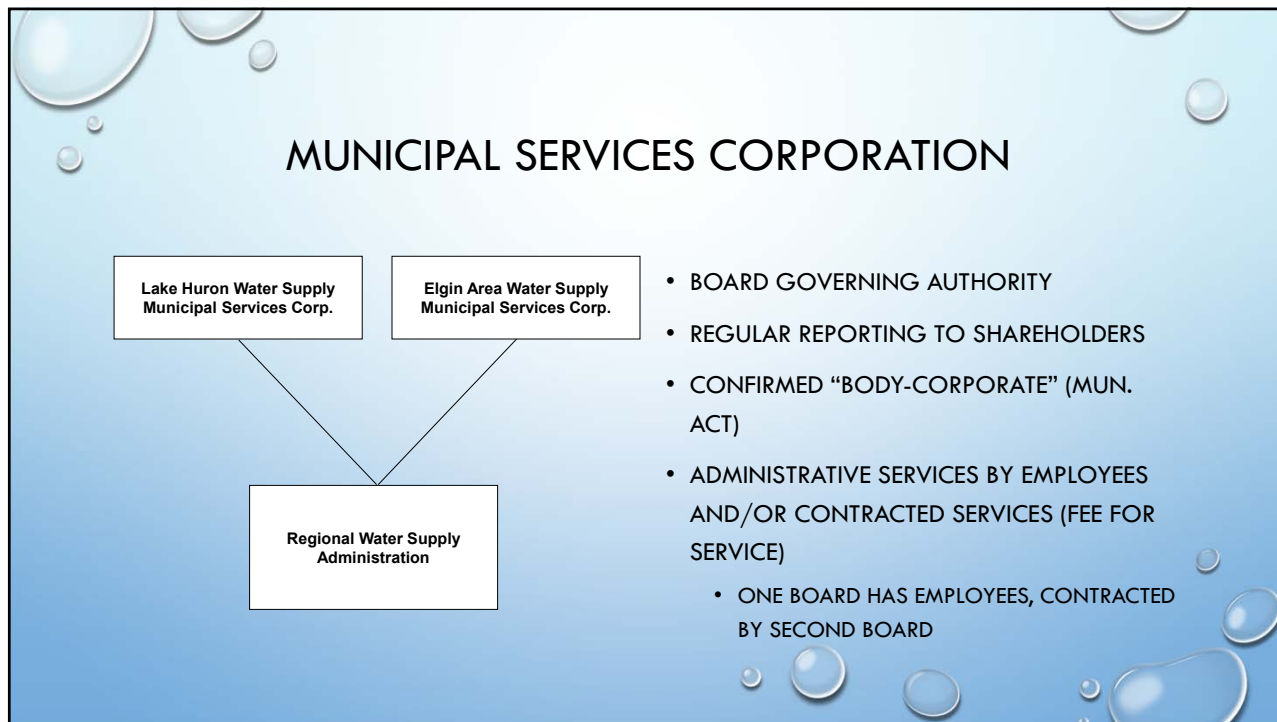
17

## OPTION 3: MUNICIPAL SERVICES CORPORATION

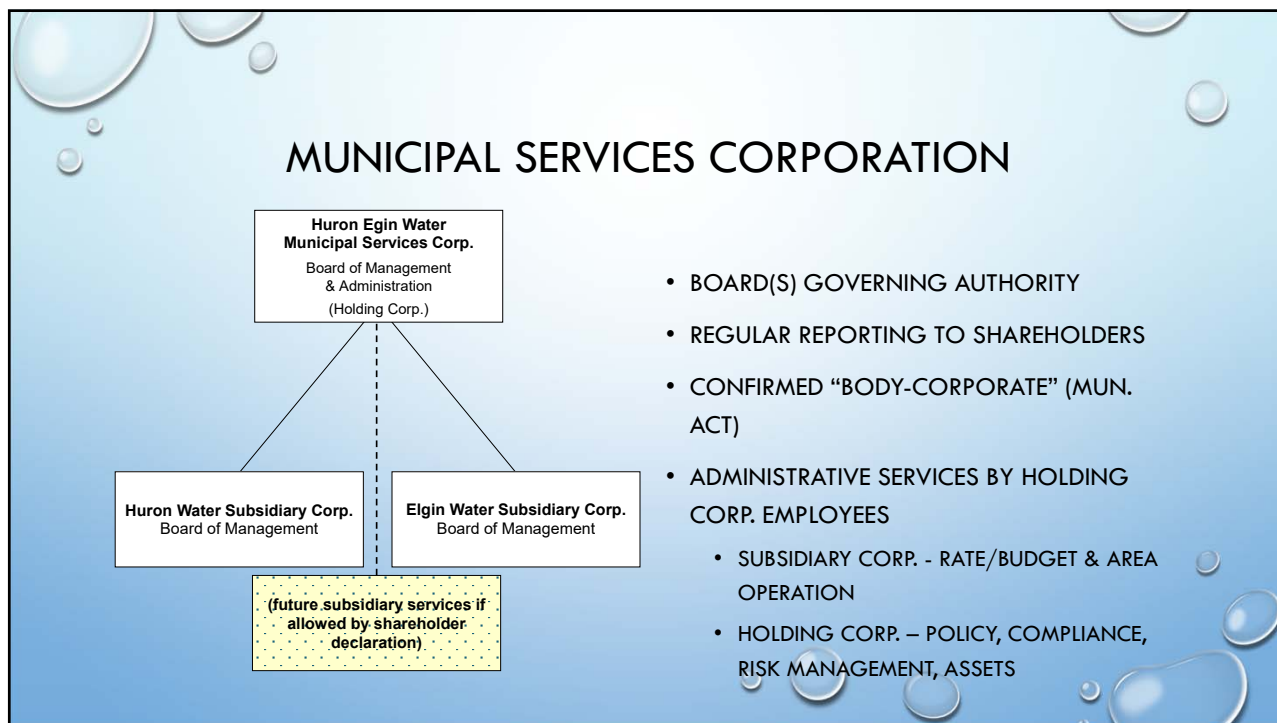
- LEGAL STATUS CONFIRMED, INCLUDING “BODY CORPORATE”. MUST BE PUBLICLY OWNED (S.203, MA)
- BOARD MEMBERS APPOINTED BY MUNICIPALITIES, AND MAY BE A SKILLS-BASED BOARD
- CORPORATION MAY HOLD DEBT
- LIMITATION OF LEGAL LIABILITY TO MUNICIPALITIES AND COUNCILS
- ABIDE BY PLANNING ACT, PROVINCIAL POLICY STATEMENTS, ETC. PER MUNICIPAL ACT
- OPERATE AND PROVIDE SERVICE WITHIN MANDATE ESTABLISHED BY MUNICIPALITIES (SHAREHOLDERS DECLARATION), INCLUDING REPORTING REQUIREMENTS
- HOLD REAL PROPERTY AND OWN ASSETS
- NOT REQUIRED TO HOLD MEETINGS IN PUBLIC (UNLESS REQUIRED BY SHAREHOLDERS DECLARATION). MUST ABIDE BY MFIPPA

18





19



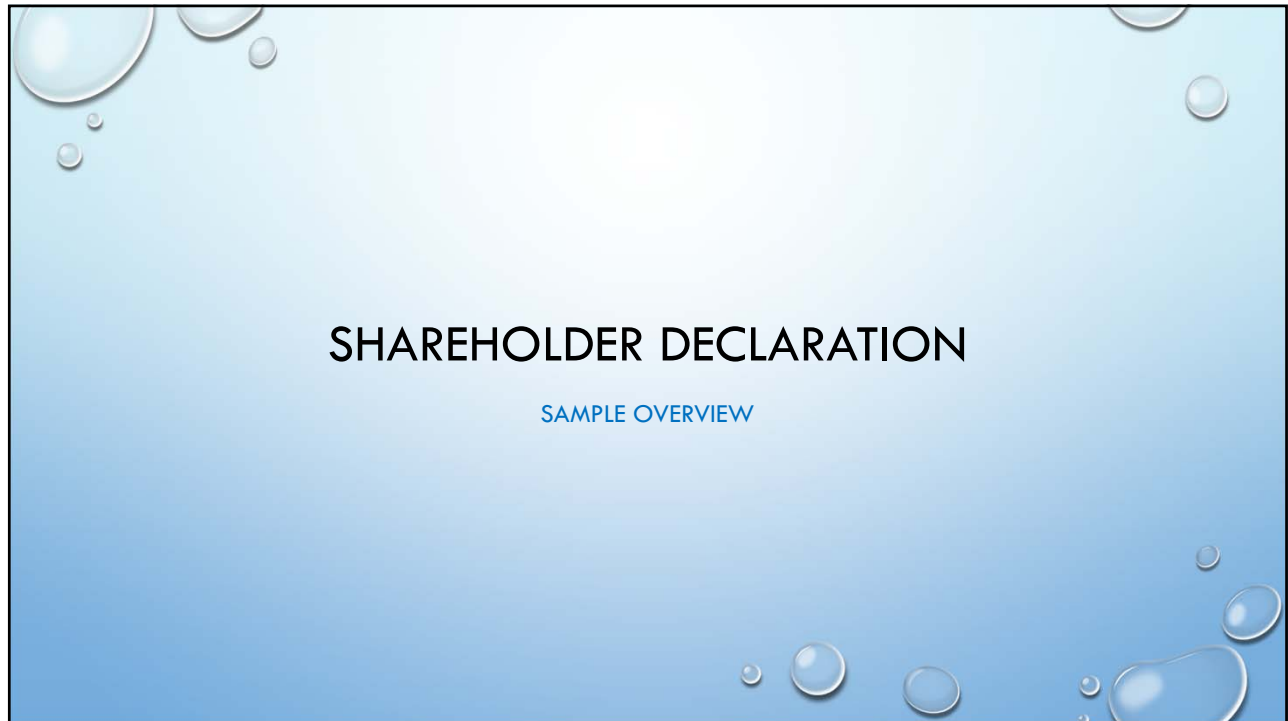
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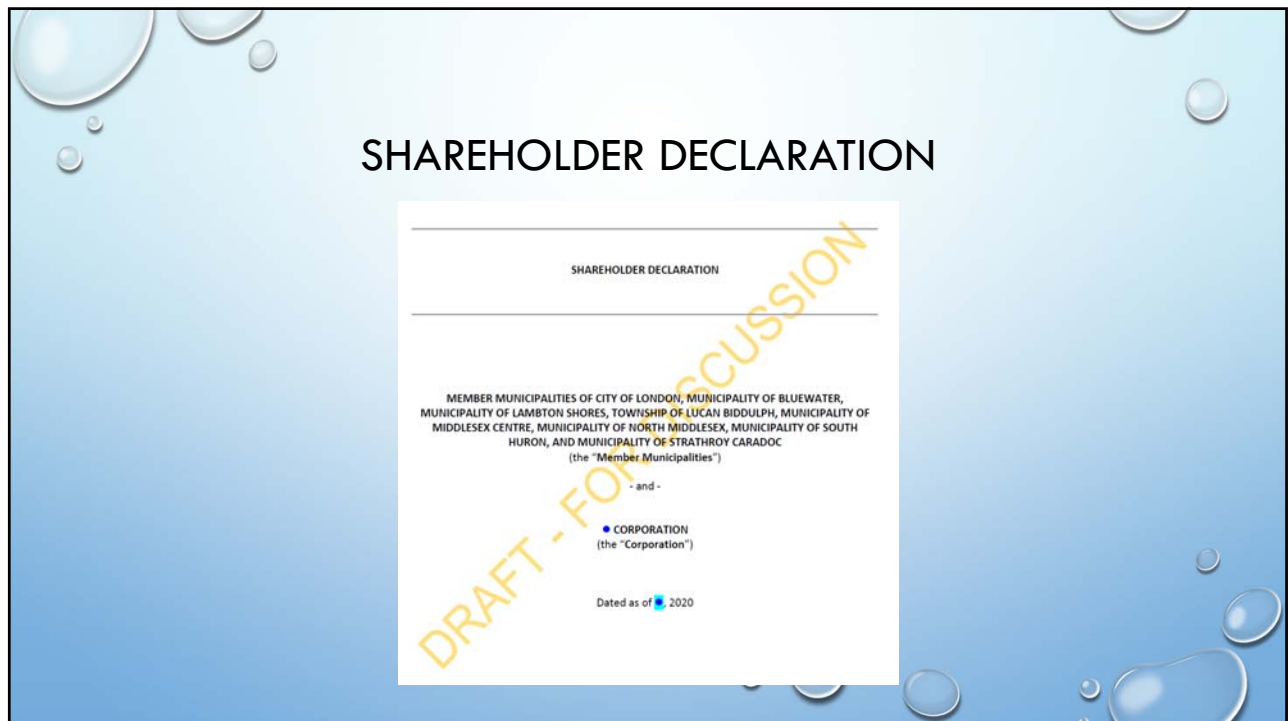
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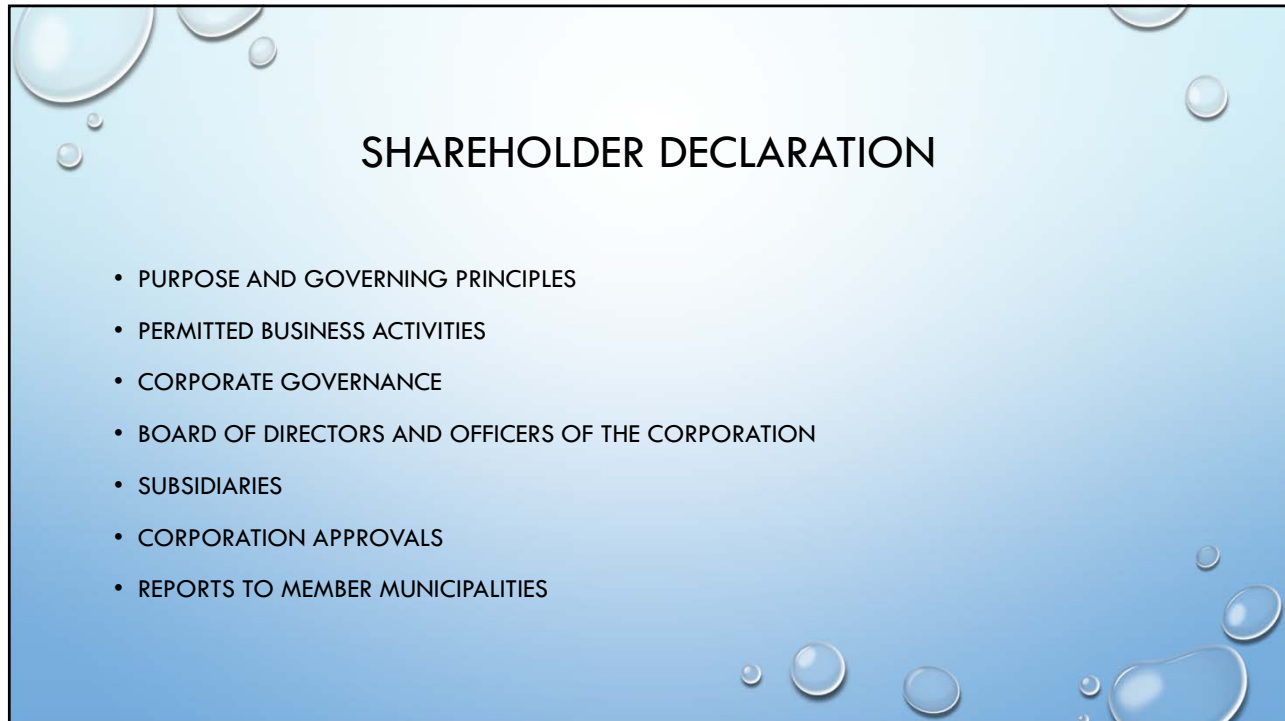
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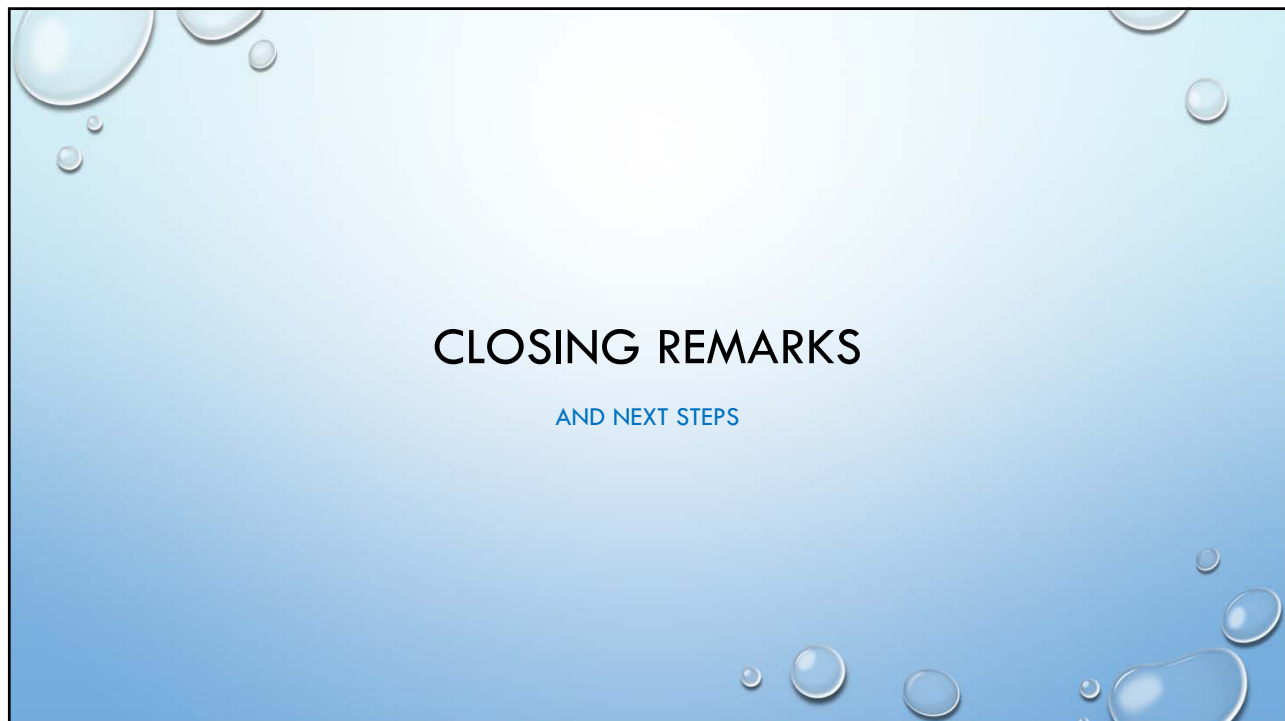
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26

## OPTIONS TO CONSIDER

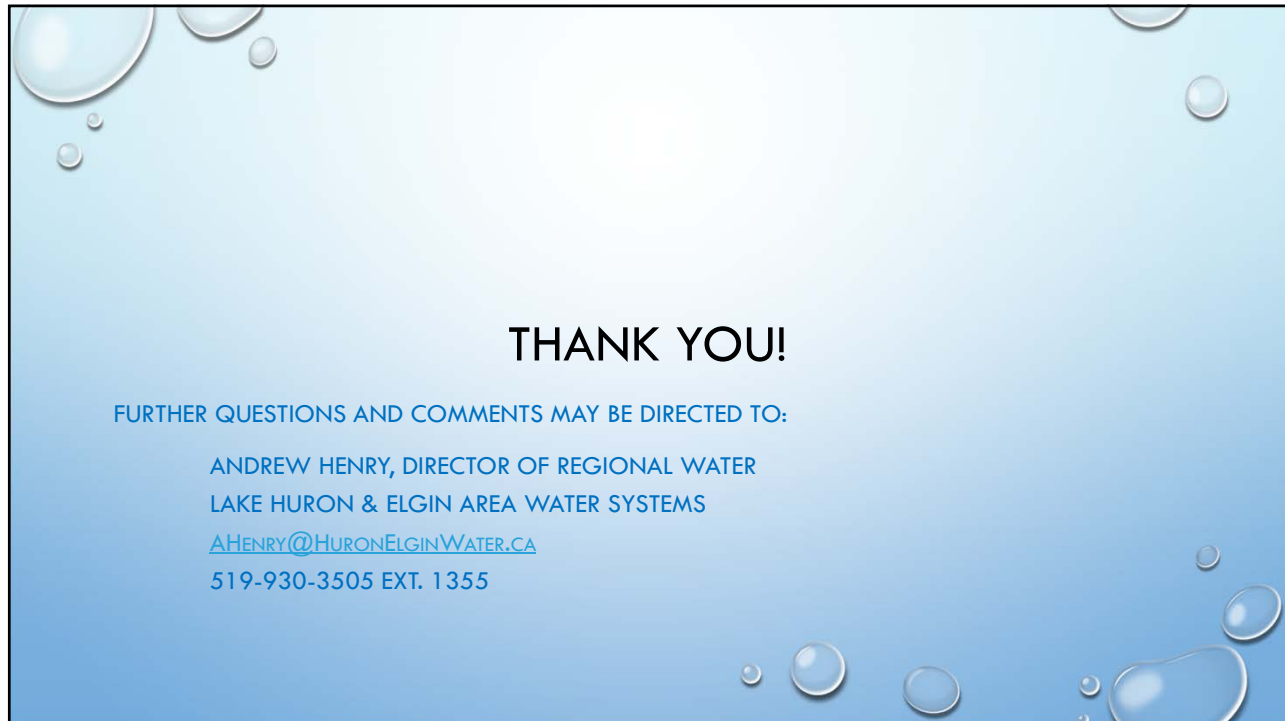
- DEGREE OF DEPENDENCE/INDEPENDENCE OF WATER SYSTEMS (MSB OR MSC)
- HOW ARE BOARD MEMBERS APPOINTED? (VIA MUNICIPALITIES VS. OPEN CALL, SKILLS-BASED, ETC.)
- WHO HOLDS ASSETS AND LIABILITIES (DEBT)?
- HOW IS ADMINISTRATION PROVIDED? WHO IS THE EMPLOYER? (ESA, LRA, OHSA, WSIB, ETC.)
- DEFINED SCOPE OF SERVICE AND LIMITATIONS FOR MSB/MSC?
- ARE THERE ADDITIONAL SERVICES ADDED BY AN INDIVIDUAL MUNICIPALITY?

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## NEXT STEPS

- ESTABLISH STEERING COMMITTEE TO REFINE RECOMMENDATION
  - EACH MUNICIPALITY APPOINT AT LEAST ONE PERSON TO REPRESENT THE MUNICIPALITY
  - NO DECISIONS BY THE COMMITTEE
- PRESENT FINAL RECOMMENDATION TO COUNCILS FOR CONSIDERATION
- FOR MSC:
  - DEVELOP BUSINESS CASE(S)
  - PUBLIC PARTICIPATION MEETINGS
  - SHAREHOLDER DECLARATION(S)
- FOR MSB:
  - MUNICIPAL SERVICES BOARD AGREEMENTS
- TRANSFER ASSETS AND FINANCES

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# The Corporation of the Township of Lucan Biddulph Council Minutes

**Present:** Mayor C. Burghardt-Jesson, 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, T. Loyens-Deputy Treasurer, P. Smith-Parks & Recreation Manager

**Absent:** Deputy Mayor D. Manders

## **Call To Order**

Mayor C. Burghardt-Jesson called the meeting to order at 5:45 pm. The meeting took place electronically with the Mayor and CAO/Clerk in attendance at the Township office and all other attendees via electronic participation.

## **Declaration of Pecuniary Interest & Nature Thereof**

None

## **Announcements**

Mayor C. Burghardt-Jesson opened the meeting with the following:

September is Suicide Prevention Month. It is important to be aware of the many community supports that can be accessed for those in crisis. The CMHA has a 24 hour/7day a week hotline. Locally it can be accessed at 519-433-2023. Just about a year ago, I asked you to plug 1-833-456-4566 into your phone, I hope it is still there. That number is the Suicide Prevention Line through Crisis Services Canada. Like some of you, I have experienced suicide in my own life experience. In high school I experienced a number of suicides by classmates. Back then, there was no discussion and very little support to help those work through the emotions and heartbreak that follows a Suicide. I remember the feelings of confusion and not understanding what had happened. Last year when our community experienced the suicide of one of our own, I saw the same confusion and despair in many across Lucan Biddulph. What pleased me though were the conversations and initiatives surrounding Mental Health Awareness that took place. While some of the in person directives have been put on hold, conversations are still being had and work is still being done. The message that is getting out there is, "You are not alone, there is support out there, even when you feel you have nowhere to turn." Those in crisis and those that support those in crisis need to know and it must continue to be reinforced...you are not alone. There are supports out there. Please reach out to a friend, family member or crisis centre. It is always okay to ask for help. You will be supported. As a community, we must always watch out for our family, friends and neighbours. As I have mentioned a number of times over the last months, please take the time to be aware of someone who may be struggling. If you see someone in need, please reach out and if it is beyond you, community supports are available.

On October 4th, the family of Nick Smith will be hosting a memorial walk in honour of Nick. Friends and neighbours are invited to join the family at the arena for 2pm to walk Lucan in memory of Nick. This is not a fundraiser, however donations will be accepted for the CMHA and the Nicholas Smith Foundation. What is important for the family, is that Nick be remembered, that the messaging around mental health concerns get to those in need. They want everyone to be reminded, you are not alone, it is ok to not be ok, that even when you feel there is nowhere to turn, there is support and help there. I hope you will mark the 4th of October in your calendar to join the Smith family as they walk to honour and remember Nick.

## **Delegation**

Mike DeVos from Spriet & Associates attended to present the Notice of Consideration report for the Hodgins Drain Branch "B" 2020. Mr. Devos noted a request for improvements was received from one of the affected land owners whose lands contain over 60 percent of the area requiring improvement. The report recommends a new tile be constructed adjacent to the existing tile and work in conjunction with it as well as a new closed drain branch to provide a proper surface drainage outlet.

No questions were received from council.

One member of the public was in attendance. Tim Foster advised he had no questions or comments.

Mayor C. Burghardt-Jesson thanked M. Devos for attending at which time he exited the meeting (5:55 p.m.).

### **Adoption of Minutes**

#### **1/ Minutes**

*Moved by D. Regan*

*Seconded by A. Westman*

*That the regular Council minutes of September 1, 2020 be approved as circulated.*

**CARRIED**

### **Business Arising**

Mayor C. Burghardt-Jesson noted all items are on-going at this time, however the topic of affordable housing has been added for future information and discussion.

### **Correspondence**

R. Reymer commented on the memo received from OFMEM and noted municipalities have received an exemption under the Emergency Management and Civil Protection Act (EMCPA) to conduct an annual emergency exercise in 2020.

### **2/ Receive Communication Reports**

*Moved by P. Mastorakos*

*Seconded by D. Regan*

*Resolved that Items 9 a) i) through vi.) (Correspondence) be received for information.*

**CARRIED**

### **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 6:00 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) A-2-2020 – 37 Hardy Court, Lucan, ON**

D. Fitzgerald, County Planner reviewed of Planning Report PL-12-2020 and advised that the applicant is requesting relief from the comprehensive Zoning By-Law to permit a reduced rear yard setback to construct a deck. He further noted the applicant has received approval for a covered porch area at the rear of the house which is a permitted encroachment of no more than 2 metres under the zoning bylaw, however a deck encroachment is less. D. Fitzgerald noted there will be no change to the lot fabric in terms of coverage.

Questions from committee members were received regarding notice circulation and the differences in the zoning bylaw for covered porches versus decks. D. Fitzgerald suggested this may be an area to address during the next consolidated bylaw review.

Applicant, Tom Schofield was present and advised he had no comments other than the same concern with the zoning bylaw discrepancy raised earlier by Council.

#### **4/ A-1-2020 (2219260 Ontario Inc.)**

*Moved by D. Regan*

*Seconded by D. Manders*

*THAT Application for Minor Variance A-2/2020; filed by Colden Homes for a property located on the west side of Hardy Court and legally described as Lot 18, Plan 33M739 in the Township of Lucan Biddulph, and municipally known as 37 Hardy Court; BE GRANTED, subject to the following condition:*

*THAT the minimum rear yard setback reduction shall only apply to the deck as shown on the attached site plan.*



AND FURTHER THAT the reasons for granting Minor Variance Application A-02/2020 include:

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

CARRIED

#### **5/ Public Meeting**

Moved by P. Mastorakos

Seconded by A. Westman

Resolved that the Committee does now rise out and move into a Public Meeting at 6:09 pm under Section 34 of the Planning Act, R.S.O. 1990, as amended, to consider the following Zoning By-law Applications.

CARRIED

#### **b) ZBA-11-2020 – Olde Clover Village – Phase 3 (Block 30, Plan 33M-759)**

D. Fitzgerald reviewed report no. PL-13-2020 and noted the applicant is requesting removal of the Holding symbol from the zoning of the subject lands to allow the continued development of a portion of lands within phase 3 of the Olde Clover Village subdivision limited to 10 lots. D. Fitzgerald noted that an executed development agreement is in place which satisfies the prerequisite for removal of the holding symbol.

No questions were received from council or from the developer, Ed Lee, who was in virtual attendance.

#### **6/ ZBA-11-2020 Request to remove (H) symbol (Questcapade Land Development)**

Moved by P. Mastorakos

Seconded by A. Westman

Resolved that the request to remove the holding (H) symbol by Questcapade Land Development for the third phase of the Olde Clover Village subdivision limited to 10 single detached lots be granted and that the implementing By-law be passed.

CARRIED

#### **c) ZBA-8-2020 and 39T-LB2001 Draft Plan of Subdivision Approval (Ausable Fields Subdivision)**

D. Fitzgerald reviewed report no. PL-14-2020 and advised this public meeting is to fulfill a requirement for the subdivision application as well as a concurrent zoning bylaw amendment application. He noted the development proposes 12 single family dwellings and a multi-unit/cluster townhouse form of housing block. D. Fitzgerald further noted the lands are located within the Lucan settlement area, south of Main Street and North of William Street.

The Applicant's Agent, Dan Hyland and Rick Dykstra of Dillon Consulting Ltd. gave an overview of the proposed development including access, servicing and drainage.

The Applicants, Matt and Josh Van Geel presented pictures of the dwelling units they intend to build on the single family lots and noted they are looking to build traditional homes that will fit the surrounding neighborhood. Matt Van Geel noted being a smaller development they intend to give buyers the option to build custom homes. He further added that the townhome development will gear towards entry level housing prices providing an alternative option to single family homes for buyers.

Questions from Council were discussed with regards to the Queen Street extension and how far it will open up as well as solutions for commercial traffic access near the water tower located adjacent to the development.

Mayor C. Burghardt-Jesson invited comments from the public as follows:

Colin Haskett

Mr. Haskett thanked the developer for all the information provided and advised council that the Township should consider opening Queen Street completely to Community Drive to provide better access to our Community Centre and recreation grounds.

Mayor C. Burghardt-Jesson commented on the number of townhome units being proposed and asked that in consideration of townhomes being developed in Ridge Crossing currently, has there been a market study done on the need and quantity for this form of housing in our community. D. Fitzgerald advised that from a planning perspective there are certain targets

identified in the Planning Act that seek alternative forms of dwelling other than traditional family homes. The applicant advised because of the prices in the housing market right now they believe there is strong demand for a townhome product that allows buyers to enter into the housing market at an entry level price range.

J. Little commented on the unopened section of Queen St and advised that it is not required to be fully open for this particular development however the discussion can be had in future should Council decide they want to see it as a through street. J. Little further noted they will be looking into how to proceed with the flow of traffic accessing the bulk water station from the Water Tower.

D. Fitzgerald advised the next steps going forward as the Township and County work with the developer towards draft plan conditions.

**7/ ZBA-8-2020 and 39T-LB2001 Draft Plan of Subdivision Approval (Ausable Fields Subdivision)**

*Moved by A. Westman*

*Seconded by D. Regan*

*Resolved that Council receives planner's report no. PL-14-2020 as information.*

CARRIED

**8/ Adjourn Public Meeting**

*Moved by P. Mastorakos*

*Seconded by A. Westman*

*Resolved that the Council of the Township of Lucan Biddulph adjourn the public meeting at 6:52 p.m. and reconvene its regular meeting to continue with its deliberations.*

CARRIED

**Delegation**

**OCWA**

Renee Hornick of OCWA presented the 2nd quarter 2019 report on the operation of the Township's sanitary sewer facilities. Mrs. Hornick noted the UV system was repaired at the Lucan facility and no issues were reported in the 2<sup>nd</sup> quarter. Ms. Hornick stated there have been no non-compliance issues reported with either the Lucan or Granton facilities. Discussion took place regarding days where it exceeded capacity levels, daily flow activity, MOE inspection protocols going forward during the pandemic and any extra concerns with further waste items going through the system.

Mayor C. Burghardt-Jesson thanked Ms. Hornick for her presentation at which time she exited the meeting (7:05 p.m.)

**9/ Lucan and Granton WWTP Operations Report 2020 – 2<sup>nd</sup> Quarter**

*Moved by A. Westman*

*Seconded by D. Regan*

*Resolved that Council receives the 2<sup>nd</sup> quarter Waste Water Treatment Plant operations reports as information.*

CARRIED

**Committee Reports**

No updates

**Staff Reports**

**CAO/Clerk**

R. Reymer reviewed report no. HS-02-2020 prepared by Julie Overholt, public works assistant regarding the WSIB health and safety excellence program. Discussion took place regarding first aid training for staff and J. Overholt advised staff will be receiving updated training with a COVID-19 aspect included. Councillor P. Mastorakos asked if a risk assessment is being completed to determine what should be addressed first and J. Overholt advised this is the next topic being covered at the group meetings.

**10/ Health & Safety Policies and Procedures update**

*Moved by A. Westman*

*Seconded by D. Regan*

*Resolved that Council receives report no. HS-02-2020 as information.*

CARRIED

R. Reymer gave a few other department updates including monitoring of back to school traffic flows and increase in by-law enforcement issues.

T. Merner advised a number of bylaws are included for passing. She noted the Animal Control By-law and Procedural By-law have been amended as per discussions at the last meeting. She further noted a by-law authorizing execution of a Site Plan Amendment Agreement for the 1030 Heenan Court is included as well.

D. Fitzgerald gave an overview of the site plan amendment agreement and advised that Glavin Coating & Refinishing has requested an amendment to the original site plan to increase the outdoor storage area to the north portion of the lands and an extension of the parking area to the front to create a larger area for truck traffic flow.

#### *Finance*

K. Langendyk reviewed report no. FIN-11-2020 and discussed some of the updates regarding the financial impact of COVID-19. Discussion took place regarding the 2<sup>nd</sup> phase of funding with the deadline coming towards end of October.

#### **11/ COVID-19 Financial Impact Update**

*Moved by A. Westman*

*Seconded by D. Regan*

*Resolved that Council receives report no. HS-02-2020 as information.*

**CARRIED**

#### *Public Works*

J. Little gave a department update including upcoming sidewalk repairs, sanitary sewer flushing, master servicing plan and recent information received from the Ministry regarding the Heenan Drain study in relation to expansion of the Sewage Treatment Plant.

#### *Parks & Recreation*

P. Smith reviewed report no. PR-11-2020 regarding the reopening plan for recreation facilities. He noted we are currently in Phase 1 of the reopening plan with hopes to be graduating towards Phase 3. Discussion took place regarding outdoor skating rinks and the possibility for that in our community this year, ice rental contracts and tracking lists and public skating plans for 2020-21 season and possibilities for on-line pre-registration for public skating and ice rental sessions.

#### **12/ Facility Reopening Document**

*Moved by A. Westman*

*Seconded by D. Regan*

*Resolved that Council receives report no. PR-11-2020 as information.*

**CARRIED**

#### *Economic Development*

L. deBoer gave an update and noted the first community improvement plan workshop is scheduled for Sept 24<sup>th</sup>.

Councillor P. Mastorakos asked if we are seeing an increase in available grant opportunities? Discussion took place regarding different programs and how to support awareness and promoting of the grants that become available for our local businesses.

#### **Councillor's Comments**

Discussion took place regarding traffic study on Nicoline Avenue and Watson Street, fall yard waste bins beginning October 1<sup>st</sup> at the Public Works Facility and October 8<sup>th</sup> at the Granton Fire Hall, mental health awareness, pushing support for our local businesses as COVID-19 restrictions begin to increase, the Santa Claus parade and options for celebrating this year, Roman line traffic and reminding public to slow down in that area, and possible hybrid options for future council meetings in chambers.

#### **13/ Closed Meeting Session**

*Moved by P. Mastorakos*

*Seconded by A. Westman*

*Resolved that Council adjourn its regular council meeting in order to conduct a closed session pursuant to Section 239 (2)(a) of the Municipal Act in regards to the security of property of the municipality or local board with R. Reymer, T. Merner, L. deBoer, P. Smith and J. Little remaining.*

CARRIED

**14/ Rise from Closed Meeting Session**

Moved by D. Regan

Seconded by A. Westman

Resolved that the Council does now rise out of closed session and Council reconvene its regular meeting at 8:33 p.m.

CARRIED

**15/ Direction from Closed Session**

Moved by A. Westman

Seconded by P. Mastorakos

Resolved that the Council accepts the recommendation provided by the Parks & Recreation Manager and further that staff was given direction on a property matter.

CARRIED

**16/ Accounts Paid**

Moved by D. Regan

Seconded by P. Mastorakos

Resolved that Council receive the attached accounts as paid for information, as follows:

August 2020	\$284,263.57
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CARRIED

**17/ Confirming**

Moved by D. Regan

Seconded by P. Mastorakos

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

- 40-2020 Hodgins Drain Branch "B" 2020
- 41-2020 Animal Control By-law

CARRIED

**18/ Confirming**

Moved by P. Mastorakos

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:

- 42-2020 Procedural By-law
- 43-2020 Execution of Agreement (Glavin Site Plan Amendment)
- 44-2020 Confirming By-law
- 207-2020 Removal of H Symbol (Questcapade Land Development)

CARRIED

**19/ Adjournment**

Moved by D. Regan

Seconded by P. Mastorakos

Resolved that the Council meeting be adjourned at 8:36 p.m.

CARRIED

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MAYOR

CLERK

**Business Arising – Minutes of September 15, 2020**

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

**Previous Meetings**

<b>Discussion Item</b>	<b>Minutes Action</b>	<b>Follow-up</b>	<b>Date to be Completed/or Update on Status</b>
Affordable Housing	Investigate available options for providing affordable housing in Lucan	Staff to provide information and options for consideration	ongoing
Industrial Park Phase 2 lands	Ensure enough land retained surrounding Sewage Treatment Plant for future expansions and setback requirements	Staff to develop a plan moving forward	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

234-2020-4019

September 18, 2020

RE: Parkland Dedication, Development Charges and the Community Benefits  
Charges Authority

Dear Head of Council,

As you know, our government introduced the Housing Supply Action Plan last year with the goal of increasing the supply of housing across Ontario. As part of this effort, our Government introduced the community benefits charge (CBC) authority along with changes to the *Development Charges Act* and parkland dedication under the *Planning Act*.

Over the past year, the Ministry of Municipal Affairs and Housing consulted for over 300 days with municipalities, the development industry and the public on the implementation of the framework, including several aspects of the legislation and a regulatory approach. I value the input of our municipal partners.

I am writing to inform you that on September 18<sup>th</sup>, our government proclaimed the remaining amendments that were made to the *Development Charges Act* and the *Planning Act* by Bill 108, the *More Homes, More Choice Act*, and, Bill 197, the *COVID-19 Economic Recovery Act*. In addition, we have made a new regulation under the *Planning Act* and technical changes to regulations under the *Planning Act*, *Development Charges Act* and *Building Code Act* in order to finalize the framework for development charges, community benefits and parkland.

As of September 18, 2020, municipalities will have two years to transition to the new regimes. This will enable both the municipalities and builders to adjust to these changes in light of the pressures of COVID-19.

We listened to the feedback received during consultations, and that is why we are proposing to prescribe a percentage of 4% for the CBC authority that will be applied to land values to determine the maximum CBC for any particular residential development. The CBC could be used by local governments to fund capital costs of services that are needed due to higher density development and are not being recovered through other tools.

These amendments will enable growth to pay for growth, while also providing greater predictability of development costs in order to increase the supply of housing so that it is more attainable for Ontarians.

I thank you for your continued collaboration throughout the implementation of this new and enhanced framework.

Sincerely,



Steve Clark  
Minister of Municipal Affairs and Housing

- c: Chief Administrative Officers
- Chief Planners
- Municipal Treasurers
- Kate Manson-Smith, Deputy Minister, Municipal Affairs and Housing
- Alex Beduz, Chief of Staff to Minister Clark, Municipal Affairs and Housing
- Jonathan Lebi, Assistant Deputy Minister, Local Government and Planning Policy Division
- Caspar Hall, Director, Municipal Finance Policy Branch

**From:** Board Chair <[MPACBoard.Chair@mpac.ca](mailto:MPACBoard.Chair@mpac.ca)>  
**Sent:** Wednesday, September 23, 2020 3:46 PM  
**To:** Ron Reymer <[rreymer@lucanbiddulph.on.ca](mailto:rreymer@lucanbiddulph.on.ca)>  
**Subject:** Municipal Levy Letter

Good afternoon Ronald,

We want to take this opportunity to thank you for the work you are doing to keep our communities safe and healthy. We recognize the disruptions and challenges the pandemic has caused for our partners and, in consultation with our Municipal Liaison Group, we have continued to review our priorities, strategies and approaches to find new and efficient ways to deliver services and supports to municipalities and property owners.

Our pandemic support plan has three elements: controlling MPAC costs, supporting municipal priorities and finding new ways to deliver services.

### **Controlling costs: 2021 Provincial Municipal Levy**

In light of the challenges posed by COVID-19, MPAC's Board of Directors has approved the corporation's 2021 operating budget with a total municipal levy increase of 0%. This budget reflects our understanding of the financial challenges faced by municipalities and the need for us to continue to deliver on our service commitments.

Like many businesses, MPAC responded to the uncertainty created by COVID-19 by putting hiring on hold and stopping travel, resulting in cost savings. We have strictly managed our cash flow and have worked to identify efficiencies and cost reductions to maintain our budget at the current level for 2021. That means the total levy amount is the same as 2020, without any reduction to service levels.

Municipal billing partners can expect to receive more details about their individual 2021 levy, which is determined by a formula based on costs, your assessment base and number of properties within each municipality, later this year. Municipalities can contact their Account Manager with inquiries in the interim.

### **Supporting priorities: extended timeline to capture 2020 new construction and additions, renovations**

We know that funding from new construction, additions and renovations are a critical stream of new revenue for municipalities, and more so now than ever as municipalities manage the impacts of the pandemic. In response to a suggestion by our Municipal Liaison Group, we have identified opportunities to speed up our processes in order to deliver approximately \$1-billion in additional new assessment for municipalities this year.

### **New ways to deliver services: easier, faster access to assessment data**

While the pandemic may have fueled disruptions in our communities and businesses, it has also taught us the importance of flexibility and decisiveness in decision-making. We want to support you with insightful data and analysis as you navigate the future.

We are developing the next iteration of Municipal Connect, our data-sharing tool with municipalities, in-house and have accelerated the project to meet the needs of municipalities. The new system will create the foundation for a highly collaborative, transformational tool that improves the user experience to make information easier to access. It will also enable the opportunity to expand the ways municipalities can use MPAC's data and support municipal governments into the future.



We know that the challenges we face from the pandemic will not end overnight and we are committed to continuing to look for new ways to serve you better.

Thank you for your dedication and work in our communities.

Alan Spacek  
Chair, MPAC Board of Directors

Nicole McNeill  
President and Chief Administrative Officer, MPAC

▪

**Ministry of  
Municipal Affairs  
and Housing**

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



234-2020-4339

October 1, 2020

Dear Head of Council:

Under the federal-provincial Safe Restart Agreement, the Ontario government is providing up to \$4 billion in emergency assistance so that municipalities are supported as they respond to COVID-19. Funding for municipalities under the Safe Restart Agreement is being provided through four streams: the Social Services Relief Fund and Municipal Operating Funding that are being implemented by my ministry, as well as funding streams for public health and transit being administered by the Ministry of Health and Ministry of Transportation respectively. On August 12, 2020, I wrote to advise of your municipality's allocation under Phase 1 of the Municipal Operating Funding stream. The ministry is currently in the process of making those payments. Today, I am writing to provide information on applying for additional funding under Phase 2 of the Municipal Operating Funding stream.

Our government recognizes that municipalities play a key role in delivering the services that Ontarians rely on and are at the frontlines of safely reopening our economy. Through Phase 2, we are committed to providing further financial support to those municipalities that require additional funds to address extraordinary operating expenditures and revenue losses arising from COVID-19 in 2020, over and above the allocation provided under Phase 1.

Our government chose to distribute a very significant level of funding to municipalities under Phase 1 – \$695 million in total – because we wanted to ensure all municipalities across our province could continue to deliver the important services their residents and businesses rely on while supporting the safe reopening of our economy. For a majority of municipalities, I anticipate this Phase 1 funding, together with the actions you have taken to find efficiencies and address shortfalls, will be sufficient to manage 2020 financial pressures arising from COVID-19. However, for the group of municipalities that has been hardest hit financially by COVID-19, additional funding may be needed.

Requests for Phase 2 funding are due on October 30, 2020 and detailed information about how to apply is now available to municipalities through the Transfer Payment Ontario (TPON) system.

One of the requirements is a council resolution requesting financial assistance under Phase 2. I want to emphasize that councils are responsible for assessing the financial situation of their municipalities and proceeding with an application under Phase 2 only if further assistance is needed to address COVID-19 pressures in 2020. Municipalities that cannot demonstrate 2020 COVID-19 financial pressures in excess of their Phase 1 funding allocation will not be considered for additional funding under Phase 2.

In addition to a resolution of your municipal council, a reporting template must be completed by the municipal treasurer as part of a municipality's Phase 2 application package. This report is designed to provide an overall picture of the municipality's 2020 financial position and information about service adjustments, use of reserves, and other measures being taken to manage 2020 COVID-19 operating impacts. Our government will allocate Phase 2 funds to only those municipalities that need additional financial assistance. The report also asks for information about your municipality's strategies for finding efficiencies and modernizing services. I look forward to learning about the transformative work that I know is happening across Ontario's municipal sector and your efforts to keep taxes low for families in your communities.

We are not requiring municipalities to submit information about COVID-related costs and revenue losses on a line-by-line basis, and as such the program will not offer a direct line-by-line reimbursement for all COVID-related operating expenditures and revenue losses reported. The federal government has stepped up. Our government is providing an unprecedented level of provincial funding to support municipalities. And we recognize that municipalities also have a critical role to play in finding efficiencies and taking all available measures to address the financial challenges brought by COVID-19 so that they can continue to invest in infrastructure and deliver the services their communities rely on during this extraordinary time.

As noted above, detailed information about how to apply for Phase 2 funding is now available on Transfer Payment Ontario. The ministry will also offer webinars to support treasurers and other municipal officials in understanding Phase 2 application requirements and how to complete the required reporting template. **Please note that the deadline to submit applications is October 30, 2020.** Municipalities may request an extension November 6, 2020, but as noted in my letter of August 12, 2020, we will be unable to consider applications received after this date. I understand this timeline is tight, but it is necessary to allow us to allocate funds to municipalities prior to the end of the municipal fiscal year and meet our commitment to municipalities that need additional help to manage 2020 financial impacts arising from COVID-19. Municipalities who are eligible and approved to receive funding under Phase 2 will be informed before the end of the calendar year and can expect to receive a payment in early 2021.

I will continue to be a strong champion for municipalities as our government charts a path to a safe, strong economic recovery. I extend my thanks to all 444 municipal heads of council for your continued efforts to keep all of our communities across this province safe and to deliver the services your residents and businesses need. Working together, we will get Ontario back on track.

Sincerely,



Steve Clark  
Minister of Municipal Affairs and Housing

c. Chief Administrative Officers and Treasurers

**From:** Debbie France <[debbiefrance@live.ca](mailto:debbiefrance@live.ca)>  
**Sent:** Thursday, September 17, 2020 11:06 AM  
**To:** Cathy Burghardt-Jesson <[cbjesson@lucanbiddulph.on.ca](mailto:cbjesson@lucanbiddulph.on.ca)>; Dave Manders <[dmanders@lucanbiddulph.on.ca](mailto:dmanders@lucanbiddulph.on.ca)>; Councillor Peter Mastorakos <[pmastorakos@lucanbiddulph.on.ca](mailto:pmastorakos@lucanbiddulph.on.ca)>; Alex Westman <[awestman@lucanbiddulph.on.ca](mailto:awestman@lucanbiddulph.on.ca)>; Ron Reymer <[rreymer@lucanbiddulph.on.ca](mailto:rreymer@lucanbiddulph.on.ca)>  
**Subject:** Stop Illicit Cannabis Grow Operations

Hello Clerk Reymer, Mayor Burghardt-Jesson and Councillors of the Township of Lucan Biddulph,

Kindly share the information beneath and add to your agenda for discussion at your next council meeting. We all share cannabis issues.

Thanks kindly  
Debbie France

### Stop Illicit Cannabis Grow Operations

This email is being sent to all municipalities in Ontario who are being unjustly impacted by the outbreak in cannabis grow operations that choose not to follow municipal bylaws and regulations.

These grow operations are surging throughout Ontario exposing residents to personal safety and health risks.

#### **What has caused the problem?**

Loopholes in cannabis legislation

Loophole after loophole in cannabis legislation continues to be exploited. The legalization of cannabis was meant to keep cannabis from our youth and to get it off the black market. According to law enforcement, legislation has had the opposite effect. It has allowed organized crime to gain an even stronger foothold.

#### **Why work together with other municipalities?**

Residents are suffering from the unintended consequences of some of the components of cannabis legislation.

- Many cannabis operations are operating without the required municipal permits, required set-backs and in areas not municipally zoned for cannabis operations.
- According to police, there is a threat to community safety. Guns have been seized at raids. Profits have been known to fund other crimes such as methamphetamine labs and cannabis can be used as currency to trade for cocaine and guns coming from United States. Organized crime has found a way to be comfortably sheltered within existing cannabis laws.
- Obnoxious skunk-like odours are adversely impacting the health and well being of residents.
- Risks to drinking water supply from excessive water usage and chemical contamination.
- Light and noise pollution.

- Greenhouses and other facilities that could be used for more legitimate job creating purposes are often being used for illicit cannabis production.
- Residents are afraid to voice their concerns in public as they fear the criminal element.
- A standardized and enforceable solution will significantly reduce many of the costs municipalities are currently facing.

Over the last few weeks, I have fielded phone calls and emails from residents of Norfolk County and across the province who live in municipalities attempting to control the outbreak. The municipalities all appear to be going to great lengths to help their impacted residents but the common response from everyone is that there isn't an immediate enforceable solution.

### **In developing a solution, it is important to consider the contributing factors to this problem**

- It appears as though many cannabis producers are boldly going forward with their operation without regard for municipal regulations believing they can potentially hide behind the Ministry of Agriculture, Right to Farm legislation that was established to protect farmers who feed our country.
- Far too often, cannabis operations disregard compliance to local bylaws and zoning regulations. Court cases often take years.
- Many cannabis operations are difficult to monitor and are improperly regulated.
- There doesn't seem to be a cannabis tracking system in place for the vast majority of these operations. Where is the cannabis going?
- The secluded locations of these growers make it challenging for enforcement.
- Police raids have revealed that many of these operations are growing beyond their allowable plant limits.
- When the national cannabis prescription average is 2 grams per day as of March 2020 one has to question why the College of Physicians and Surgeons are not questioning or investigating prescriptions as high as 100-150 grams per day.

The purpose of the Cannabis Act was to displace the illicit market but it has actually given it a banner to flourish under a legal license.

Unfortunately, our Federal Government put us in this position. It's long overdue for our Provincial Minister of Municipal Affairs and Housing, and our Federal and Provincial Ministers of Health, Agriculture and Justice to place the personal safety and health of residents first.

### **What should a solution involve?**

- Change in Federal and Provincial legislation and/or regulation is required to eliminate the loopholes that the criminal element has taken advantage of.
- Delegation of inspection authority to local municipalities would allow for fire, health and building inspections. Law enforcement would continue to have authority of plant count and the validity of operational authenticity.
- There is a need to verify prescriptions and the doctors who issue them.

**THE ASK...**

1. This issue **MUST** be raised at the Federation of Canadian Municipalities (FCM), Rural Ontario Municipalities Association (ROMA) and the Association of Municipalities of Ontario (AMO).
2. We are requesting municipalities to join together and place this at the top of our Provincial and Federal Governments "must urgently fix" list. All levels of government need to be involved in developing a standardized and enforceable solution. Reach out to your MP's and MPP's.

There is strength and leverage in numbers. Join together with other municipalities and demand an enforceable solution from our Ministers.

Thanks kindly,  
Debbie France  
751 Townsend Concession Rd 14  
Simcoe, Ontario, N3Y 4K3  
519 426 8626  
Resident of Norfolk County

## Cannabis Reference Material

### Table of contents

- 1) General knowledge
- 2) Cannabis land use reports
- 3) Municipalities not permitting Cannabis grow ops on Agricultural lands
- 4) Municipal Panel & Roundtable Discussion with Local & Provincial Law Enforcement
- 5) Police Intervention - Massive illegal cannabis operation shut down
- 6) Police Intervention - Cannabis production allegedly fueling synthetic drug production labs
- 7) Police Intervention – raids involving production exceeding limits
- 8) Police Intervention - raids at the US/Canada border
- 9) Federal MP's who are actively requesting Health Canada to solve Cannabis issue
- 10) Municipal guide to Cannabis legislation (by FCM)
- 11) The final report of the task force on Cannabis legalization and regulation
- 12) Municipalities who have refused requests for exceptions to bylaws
- 13) Court cases - Bylaw violation
- 14) Nuisance bylaw amendment - Cannabis Odour
- 15) Municipalities that have requested assistance from Province

**Note:** The list of links in this document is a small representation of information mostly connected to news articles that show there are significant issues connected to Marijuana Cultivation in Agricultural areas throughout the Province of Ontario. We encourage anyone viewing this document to search and reach out in their municipality to discover how the issues are unfolding in the Municipality they call home. Further investigation is likely to uncover similar issues in areas throughout the Province of Ontario and across the Country. We expect that further investigation is likely to uncover other elected officials who have been actively trying to find solutions for the constituents they were elected to serve. We encourage anyone viewing this information to connect with the author of the letter that accompanies this list or they can email their contact information and concerns to [debbiefrance@live.ca](mailto:debbiefrance@live.ca) and a representative of this group will reply to help address their concerns.

## Cannabis Articles

### 1) *General knowledge*

**Article:** Gaping hole in pot legislation is hitting Norfolk hard (Ontario Farmer Jan 24, 2020)  
(Perhaps best article to understand entire issue)

<https://www.ontariofarmer.com/features/gaping-hole-in-pot-legislation-is-hitting-norfolk-hard/>

**Article:** Change is in the wind (Ontario Planners June 1, 2018)  
(Outlines challenges for Municipalities from a planning perspective)

<https://ontarioplanners.ca/blog/planning-exchange/june-2018/change-is-in-the-wind>



## Cannabis Reference Material

**Article:** Stench among concerns as Bradford council hears about cannabis cultivation in Holland Marsh (Barrie Today Jun 14, 2020)

(Outlines common complaints amongst those living nearby grow ops)

<https://www.barrietoday.com/local-news/bradford-council-hears-from-public-about-cannabis-cultivation-in-holland-marsh-2433271>

**Article:** County council concerned by marijuana licences (Belleville Intelligencer June 25, 2020)

<https://www.intelligencer.ca/news/local-news/county-council-concerned-by-marijuana-licences>

### **2) Cannabis land use reports**

**Article:** Final Land Use Study on Cannabis Production in The Town of Pelham

(Explains potential issues between Municipal By-laws & Farm & Food Protection Act relating to Cannabis) Review sections... 3.1, 3.2, 3.3, 3.5, 3.7 to understand potential issues

<https://pelham-pub.escribemeetings.com/filestream.ashx?DocumentId=21743>

### **3) Municipalities not permitting Cannabis grow ops on agricultural lands**

**Article:** Brighton sets limits on where cannabis production facilities can locate (Northumberland news Apr 9, 2019)

<https://www.northumberlandnews.com/news-story/9274359-brighton-sets-limits-on-where-cannabis-production-facilities-can-locate/>

**Article:** Prime agricultural land no place for cannabis, Oro-Medonte coalition says (Simcoe May 31, 2020)

<https://www.simcoe.com/news-story/10001301-prime-agricultural-land-no-place-for-cannabis-oro-medonte-coalition-says/>

### **4) Municipal Panel & Roundtable Discussion with Local & Provincial Law Enforcement**

**Article:** East Gwillimbury Cannabis Production Facilities Panel Discussion OPP & YRP discuss organized crime's active involvement in Cannabis production and the risks that it poses to residents (YouTube video)

<https://youtu.be/Oisv7MEIV14>

**Article:** Hastings-Lennox & Addington Roundtable on Illicit Cannabis Operations – Fed MP Derek Sloan

<https://www.facebook.com/watch/?v=3216967588368948&extid=jTObBPn7swAbfxrz>

### **5) Police Intervention - Police shut down massive illegal cannabis operation, seize more than 100k plants** (CBC News Aug 21, 2020)

**Article:** <https://www.cbc.ca/news/canada/hamilton/project-woolwich-cannabis-niagara-1.5695691>

**Cannabis Reference Material****6) Police Intervention - Cannabis production allegedly fueling synthetic drug production labs (Project Moon)**

**Article:** More than \$45m in drugs and cash seized as twin drug gangs dismantled in York Region  
(CP24 Aug 8, 2019)

<https://www.cp24.com/news/more-than-45m-in-drugs-and-cash-seized-as-twin-drug-gangs-dismantled-in-york-region-1.4541063>

**7) Police Intervention – raids involving production exceeding limits****St. Catharines**

**Article:** Niagara police bust \$34m illegal cannabis operation (Global News July 1, 2020)

<https://globalnews.ca/news/7128873/niagara-illegal-cannabis-grow-op/>

**King Township**

**Article:** Police seize \$4.7m in illegal drugs after search of former Joe’s Garden property in King  
(York Region Oct 7, 2019)

<https://www.yorkregion.com/news-story/9633352-police-seize-4-7m-in-illegal-drugs-after-search-of-former-joe-s-garden-property-in-king/>

**Article:** 8 charged after \$400k worth of ‘excess cannabis’ found on King Township grow-op  
(CBC News Oct 2, 2018)

<https://www.cbc.ca/news/canada/toronto/eight-charged-marijuana-trafficking-cannabis-farms-york-region-1.4847114>

**Article:** Police bust marijuana grow op in King Township worth \$6.5m, seize 4,000 plants  
(CTV News Aug 3, 2018)

<https://toronto.ctvnews.ca/police-bust-marijuana-grow-op-in-king-township-worth-6-5m-seize-4-000-plants-1.4039863>

**Stouffville**

**Article:** Police bust cannabis grow op in excess of licence limits near Aurora  
(YorkRegion Jan 29, 2019)

<https://www.yorkregion.com/news-story/9148816-police-bust-cannabis-grow-op-in-excess-of-licence-limits-near-aurora/>

**8) Police Intervention - Cannabis busts at US/Canada border**

**Article:** Canadian resident arrested in relation to massive cannabis bust at U.S. border  
(Global News June 16, 2020)

<https://globalnews.ca/news/7070697/canadian-involved-significant-drug-seizure-u-s-border/>

**Cannabis Reference Material****9) Federal MP's mentioned in articles who are actively requesting Health Canada to solve Cannabis issue**

**Article:** MP Finley brings the issue of unlicensed large-scale marijuana producers to Parliament (Norfolk Today July 27, 2020) - **Fed MP Diane Finley**  
<https://www.norfolktoday.ca/2020/07/27/96986/>

**Article:** Stomp out cannabis criminality: Sloan (Quinte News July 2, 2020) - **Fed MP Derek Sloan**  
<https://www.quintenews.com/2020/07/02/stomp-out-cannabis-criminality-sloan/>

**Article:** 'Stinks like 10000 skunks': Tottenham residents want more potent restrictions for medical-marijuana growers (Simcoe Feb 11, 2020) - **Fed MP Terry Dowdall**  
<https://www.simcoe.com/news-story/9844540--stinks-like-10-000-skunks-tottenham-residents-want-more-potent-restrictions-for-medical-marijuana-growers/>

**10) Municipal guide to Cannabis legislation (by FCM)**

<https://fcm.ca/en/resources/municipal-guide-cannabis-legalization>

**11) The final report of the task force on Cannabis legalization and regulation**

<https://hoban.law/2017/01/the-final-report-of-the-task-force-on-cannabis-legalization-and-regulation/>

**12) Municipalities who have refused requests for exceptions to bylaws**

**Article:** Marijuana setback relief denied (Simcoe Reformer May 29, 2019)  
<https://www.simcoereformer.ca/news/local-news/marijuana-setback-relief-denied>

**Article:** Council officially denies the marijuana micro-cultivation facility (NewTecTimes March 6, 2020)  
<http://newtectimes.com/?p=24388>

**13) Court cases - Bylaw/Zoning violations**

**Article:** Cannabis producer pleads guilty to violating bylaw (Simcoe Reformer Feb 20, 2020)  
<https://www.simcoereformer.ca/news/local-news/cannabis-producer-enters-guilty-plea>

**Article:** East Gwillimbury takes medical marijuana facility to court (York Region Aug 12, 2020)  
<https://www.yorkregion.com/news-story/10134439-east-gwillimbury-takes-medical-marijuana-facility-to-court/>

**Cannabis Reference Material*****14) Nuisance bylaw amendment - Cannabis odour***

**Article:** Council enacts nuisance by-law addressing cannabis odour concerns  
(Bradford Today Jun 19, 2020)

<https://www.bradfordtoday.ca/local-news/council-enacts-nuisance-by-law-addressing-cannabis-odour-concerns-2441245>

**Article:** Hamilton targets large-scale personal grow operations with nuisance bylaw amendment  
(Global News Apr 23, 2020)

<https://globalnews.ca/news/6857506/city-of-hamilton-nuisance-bylaw-amendments-personal-grow-operations-cannabis/>

**Article:** Nuisance bylaw to deal with cannabis odour coming soon to Lincoln  
(Niagara This Week Aug 3, 2020)

<https://www.niagarathisweek.com/news-story/10128119-nuisance-bylaw-to-deal-with-cannabis-odour-coming-soon-to-lincoln/>

**Article:** Pelham gives stamp of approval on odour bylaw to deal with cannabis operations  
(Niagara This Week Mar 27, 2020)

<https://www.niagarathisweek.com/news-story/9918340-pelham-gives-stamp-of-approval-on-odour-bylaw-to-deal-with-cannabis-operations/>

**Article:** Niagara area town buys \$5,000 device to measure weed smell after repeated complaints from residents (Timmins Today Jul 7, 2020)

<https://www.timminstoday.com/around-ontario/ontario-niagara-area-town-buys-5000-device-to-measure-weed-smell-after-repeated-complaints-from-residents-2545977>

***15) Municipalities that have requested assistance from Province***

**Article:** Council supports request for more control over cannabis production in municipalities  
(Bradford Today May 22, 2020)

<https://www.bradfordtoday.ca/local-news/council-supports-request-for-more-control-over-cannabis-production-in-municipalities-2366228>

**From:** Catherine [<mailto:mchaggarty@gmail.com>]  
**Sent:** Saturday, September 19, 2020 9:11 AM  
**To:** Maggie Smith <[msmith@lucanbiddulph.on.ca](mailto:msmith@lucanbiddulph.on.ca)>  
**Subject:** Flower pots/ beautification program

Good day Ms. Smith,

I want to commend the township on the exceptional beauty of Lucan Main Street this summer! It has been such a spirit lifter to see the wonderfully thought out and meticulously maintained hanging and potted flowers as I drive into and through Lucan, it is deserving of much praise.

As a gardener I appreciate the expense and effort required for such a spectacular display. As a property owner/tax payer, I sincerely hope that budgets will continue to allow for this for many years to come. I trust you will forward this to the people responsible for this wonderful program with my sincerest thanks.

Kind regards,  
Catherine Haggarty  
34019 Roman Line

Sent from [Mail](#) for Windows 10

**From:** Bettina Weber [mailto:bweber@middlesex.ca]  
**Sent:** Friday, September 25, 2020 11:33 AM  
**To:**  
**Subject:** Emergency Declaration Status of Neighbouring Municipalities

*Good morning-*

I'm sure we are all receiving questions about the current status of Declared Emergencies from our staff & councils, so I thought it would be helpful to share some information about "what the neighbours are doing..." Here are the responses from several municipalities in our area:

**Middlesex County – Bettina Weber CEMC:** County & all municipalities still under declaration, no immediate plans to terminate

**Perth County – Todd McKone CEMC:** Not thinking about termination at this time. I have spoken with Stratford, they are the same opinion. Really want to see what happens with schools and possible second wave before we do. Town of St Marys: No change in declaration. No plans to terminate at this time.

**Huron County – Dave Clarke CEMC:** Declaration is still in place for the County of Huron. Awaiting impact of return to school and any anticipated second wave. We did have one lower tier declare in March and they terminated about a week after the province terminated. No other local municipalities declared.

**Chatham-Kent – Adam Waters CEMC:** Chatham-Kent did not put any emergency declarations in place for COVID-19.

**Essex County – Dan Metcalfe CEMC:** County of Essex and all municipalities still under declaration and being very cautious with plans to terminate, due to possible second wave, schools opening up and our Agri-sector TFWs transitioning from home back to work or vice versa.

**Oxford County – Dave Colvin CEMC:** No declarations were put in place and no change in status planned.

**Lambton County – Jay vanKlinken CEMC:** Still under the declaration and taking a cautious approach. All lower tiers are under the declaration as well. Our Planning Department is helping our CECG by producing maps depicting single, lower and upper tier declarations and terminations, based on the PEOC Daily reports.

**Elgin County – Jeff Smith CEMC:** County & all municipalities still under declaration. Was discussed at County Council a week ago and they determined best to stay under declaration for next while.

**City of St. Thomas – Ray Ormerod CEMC:** Still under a declaration with currently no end in sight. We are working with the County so that a consistent message across the County is being delivered. Thus, I suspect that both may end at the same time, the same as what the declaration was.

**City of Cambridge – Gina Cliffe CEMC:** Still under a declaration with currently no end in sight.

**City of London – Dave O'Brien CEMC:** No change in status at this time for London (Emergency Declaration still in place)

*Bettina Weber, CEMC*

Middlesex County  
Mobile: 519-319-4906

**Subject:** EB-2020-0134 - Enbridge Gas Inc. - 2019 Earnings Sharing and Disposition of Deferral & Variance Account Balances - Notice of Application

**CAUTION:** This email originated from outside of the Lucan Biddulph email system. Please use caution when clicking links or opening attachments unless you recognize the sender and know the content is safe.

**To: The clerks of all municipalities in which Enbridge Gas supplies gas**

On September 3, 2020, Enbridge Gas has applied to the Ontario Energy Board for approval to dispose of amounts recorded in certain deferral and variance accounts and for approval of the amount of its 2019 earnings that it is required to share with customers.

On September 18, 2020, the Board issued the Notice of Application and the Letter of Direction for the proceeding. The Board has directed Enbridge Gas to serve a copy of the Notice of Application along with Enbridge Gas' Application and evidence to the clerks of all municipalities in which Enbridge Gas supplies gas.

Attached please find a copy of the Board's Notice of Application (English and French) along with Enbridge Gas' Application as filed with the Board for the 2019 Earnings Sharing and Disposition of Deferral & Variance Account Balances Application. A paper copy of the Evidence filed in this proceeding is available upon request or can be viewed by accessing the link below:

[https://www.enbridgegas.com/EB-2020-0134\\_Application\\_and\\_Evidence.ashx](https://www.enbridgegas.com/EB-2020-0134_Application_and_Evidence.ashx)

The deadline to become a registered intervenor is **October 8, 2020**.

Thank you,

**Stephanie Allman**

Regulatory Coordinator – Regulatory Affairs

**ENBRIDGE GAS INC.**

TEL: 416 753-7805 | FAX: 416 495-6072

500 Consumers Road North York, Ontario M2J 1P8

## ONTARIO ENERGY BOARD NOTICE TO CUSTOMERS OF ENBRIDGE GAS INC.

**Enbridge Gas Inc. has applied to dispose of certain account balances and for approval of the amount of its earnings that it must share with customers.**

**Learn more. Have your say.**

**Enbridge Gas Inc. has applied to the Ontario Energy Board for approval to dispose of amounts recorded in certain deferral and variance accounts and for approval of the amount of its 2019 earnings that it is required to share with customers.**

**If the application is approved as filed, a typical residential customer in the EGD Rate Zone (former Enbridge Gas Distribution Inc. customers) would pay a one-time charge of \$0.74 in January 2021.**

**A typical residential customer in each of the Union Rate Zones (former Union Gas Limited customers) would see the following impacts:**

- **Union South Rate Zone: a total charge of \$4.97 collected over three months, from January to March 2021**
- **Union North West Rate Zone: a total credit of \$61.53 received over three months, from January to March 2021**
- **Union North East Rate Zone: a total credit of \$5.94 received over three months, from January to March 2021**

**Other customers, including businesses, may also be affected.**

### **THE ONTARIO ENERGY BOARD WILL HOLD A PUBLIC HEARING**

The Ontario Energy Board (OEB) will hold a public hearing to consider the application filed by Enbridge Gas. During this hearing, which could be an oral or written hearing, we will question Enbridge Gas on the case. We will also hear questions and arguments from individuals that have registered to participate (called intervenors) in the OEB's hearing. At the end of this hearing, the OEB will decide whether the amounts and the charges or credits requested in the application will be approved.

The OEB is an independent and impartial public agency. We make decisions that serve the public interest. Our goal is to promote a financially viable and efficient energy sector that provides you with reliable energy services at a reasonable cost.

### **BE INFORMED AND HAVE YOUR SAY**

You have the right to information regarding this application and to be involved in the process.

- You can review Enbridge Gas' application on the OEB's website now
- You can file a letter with your comments, which will be considered during the hearing
- You can become an intervenor. As an intervenor you can ask questions about Enbridge Gas' application and make arguments on whether the OEB should approve Enbridge Gas' request. Apply by **October 8, 2020** or the hearing will go ahead without you and you will not receive any further notice of the proceeding
- At the end of the process, you can review the OEB's decision and its reasons on our website

The OEB intends to consider cost awards in this proceeding that are in accordance with the *Practice Direction on Cost Awards* and only in relation to the following:

1) The review of the following deferral and variance accounts:

#### EGD Rate Zone (former Enbridge Gas Distribution Inc.) Accounts

- Storage and Transportation Deferral Account
- Transactional Services Deferral Account
- Unaccounted for Gas Variance Account
- Average Use True-Up Variance Account
- Deferred Rebate Account
- Dawn Access Costs Deferral Account
- Gas Supply Plan Cost Consequences Deferral Account

#### Union Rate Zones (former Union Gas Limited) Accounts

- Unabsorbed Demand Costs Variance Account
- Upstream Transportation Optimization Deferral Account
- Short-Term Storage and Other Balancing Services Deferral Account
- Normalized Average Consumption Deferral Account
- Unaccounted for Gas Volume Variance Account
- Unaccounted for Gas Price Variance Account
- Parkway West Project Costs Deferral Account
- Brantford-Kirkwall / Parkway D Project Costs Deferral Account
- Parkway Obligation Rate Variance Deferral Account
- Lobo C Compressor / Hamilton-Milton Pipeline Project Costs Deferral Account
- Lobo D / Bright C / Dawn H Compressor Project Costs Deferral Account
- Burlington-Oakville Project Costs Deferral Account
- Sudbury Replacement Project Variance Account



- Panhandle Reinforcement Project Costs Deferral Account
- Pension and Other Post-Employment Benefits Variance Account
- Deferral Clearing Variance Account

#### Enbridge Gas Inc. Accounts

- Account Policy Changes Deferral Account
- Earning Sharing Deferral Account
- Tax Variance Deferral Account

2) The review of Enbridge Gas Inc.'s 2019 utility results and earnings sharing amounts.

3) The review of the methodology for disposing and allocating the deferral and variance account balances and the 2019 earnings sharing amount, if any.

#### LEARN MORE

Our file number for this case is **EB-2020-0134**. To learn more about this hearing, find instructions on how to file a letter with your comments or become an intervenor, or to access any document related to this case, please enter the file number **EB-2020-0134** on the OEB website: [www.oeb.ca/participate](http://www.oeb.ca/participate). You can also phone our Consumer Relations Centre at 1-877-632-2727 with any questions.

#### ORAL VS. WRITTEN HEARINGS

There are two types of OEB hearings – oral and written. Enbridge Gas has applied for a written hearing. The OEB is considering this request. If you think an oral hearing is needed, you can write to the OEB to explain why by **October 8, 2020**.

#### PRIVACY

*If you write a letter of comment, your name and the content of your letter will be put on the public record and the OEB website. However, your personal telephone number, home address and e-mail address will be removed. If you are a business, all your information will remain public. If you apply to become an intervenor, all information will be public.*

*This rate hearing will be held under section 36 of the Ontario Energy Board Act, 1998, S.O. 1998, c.15, Schedule B.*



Ontario  
Energy  
Board

**ONTARIO ENERGY BOARD**

**IN THE MATTER OF** the *Ontario Energy Board Act*, 1998, S.O. 1998, c.15 (Schedule. B);

**AND IN THE MATTER OF** an Application by Enbridge Gas Inc. for an order or orders clearing certain commodity and non-commodity related deferral or variance accounts.

**APPLICATION**

1. Enbridge Gas Distribution Inc. (referred to in the evidence as “EGD”, “Enbridge” or the “Company”) and Union Gas Limited (referred to in the evidence as “Union” or the “Company”) (together the “Utilities”) were Ontario corporations incorporated under the laws of the Province of Ontario carrying on the business of selling, distributing, transmitting and storing natural gas within the meaning assigned in the *Ontario Energy Board Act*, 1998 (the “Act”). In the August 30, 2018 EB-2017-0306/0307 Decision and Order (the “MAADs Decision”), the Ontario Energy Board (the “Board”) approved the amalgamation of the Utilities, as well as a five-year deferred rebasing term during which a price cap ratesetting model would apply.
2. Effective January 1, 2019 the Utilities amalgamated to become Enbridge Gas Inc. (“Enbridge Gas”). Following amalgamation, Enbridge Gas has maintained the existing rates zones of EGD and Union (the EGD, Union North West, Union North East and Union South rate zones).<sup>1</sup> Enbridge Gas has also maintained most of the existing deferral and variance accounts for each rate zone.
3. Enbridge Gas, the Applicant, hereby applies to the Board, pursuant to Section 36 of the *Ontario Energy Board Act*, 1998 (the “Act”), for an Order or Orders approving the

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<sup>1</sup> Collectively the Union North West, Union North East and Union South rates zones are referred to as “Union rate zones”. Union North West and Union North East are collectively referred to as “Union North”.

clearance or disposition of amounts recorded in certain deferral or variance accounts. The annual review and disposition of deferral and variance accounts is consistent with the process applied for each of the Utilities during their previous 2014-2018 Incentive Rate (“IR”) terms.

#### Earnings Sharing

4. In the MAADs Decision, the Board approved, among other things, an asymmetrical earnings sharing mechanism (“ESM”) during the deferred rebasing period, where each year any earnings in excess of 150 basis points over the Board-approved return on equity (“ROE”) would be shared 50/50 between the Utilities and ratepayers.
5. In 2019, Enbridge Gas’s actual utility earnings did not exceed the Board-approved ROE by more than 150 basis points. Accordingly, no ESM amount is proposed to be shared with ratepayers.

#### EGD Rate Zone

6. As approved in the MAADs Decision and the 2019 Rates Case (EB-2018-0305), Enbridge Gas has maintained substantially the same deferral and variance accounts for the EGD rate zone as during its 2014-2018 Custom IR term.
7. Enbridge Gas seeks approval to clear the final balances of certain EGD rate zone deferral and variance accounts for 2019 as set out at Exhibit C, Tab 1, Schedule 1.

#### Union Rate Zones

8. As approved in the MAADs Decision and the 2019 Rates Case (EB-2018-0305), Enbridge Gas has maintained substantially the same deferral and variance accounts for the Union rate zones as during its 2014-2018 IR term.

9. Enbridge Gas seeks approval to clear the final balances of certain Union rate zones deferral and variance accounts for 2019 as set out at Exhibit C, Tab 1, Schedule 1.

Enbridge Gas Inc.

10. The Board has approved several deferral and variance accounts that relate to Enbridge Gas as a whole (and not to specific rate zone(s)). These accounts are listed at Exhibit C, Tab 1, Schedule 1.
11. Enbridge Gas seeks approval to clear part of the final balance of one 2019 Enbridge Gas deferral and variance account related to accounting policy changes required as a result of amalgamation. The balance in this account related to pension expense is not being requested for clearance in 2019.

Relief Requested

12. Enbridge Gas therefore applies to the Board for such final, interim or other orders as may be necessary or appropriate for the clearance or disposition of the 2019 deferral and variance accounts listed in Exhibit C, Tab 1, Schedule 1. The proposed manner of disposition is described at Exhibit F. Enbridge Gas proposes to clear the balances in these accounts in conjunction with the January 1, 2021 QRAM application.
13. Enbridge Gas requests that this proceeding be heard in writing.
14. Enbridge Gas further applies to the Board pursuant to the provisions in the Act and the Board's *Rules of Practice and Procedure* for such final, interim or other Orders and directions as may be appropriate in relation to the Application and the proper conduct of this proceeding.
15. This Application is supported by written evidence. This evidence may be amended from time to time as required by the Board, or as circumstances may require.

16. The persons affected by this application are the customers resident or located in the municipalities, police villages and First Nations reserves served by Enbridge Gas, together with those to whom Enbridge Gas sells gas, or on whose behalf Enbridge Gas distributes, transmits or stores gas. It is impractical to set out in this application the names and addresses of such persons because they are too numerous.

17. Enbridge Gas requests that a copy of every document filed with the Board in this proceeding be served on the Applicant and Applicant's counsel, as follows.

The Applicant:

Mr. Anton Kacicnik  
Manager, Rates (EGD Rate Zone)  
Enbridge Gas Inc.

Address for personal service

Enbridge Gas Inc.  
500 Consumers Road  
Willowdale, Ontario  
M2J 1P8

Mailing address: P.O. Box 650  
Scarborough, Ontario  
M1K 5E3

Telephone:

416-495-6087

Fax:

416-495-6072

Email:

[anton.kacicnik@enbridge.com](mailto:anton.kacicnik@enbridge.com)

The Applicant's counsel:

Mr. David Stevens  
Aird & Berlis LLP

Address for personal service  
and mailing address:

Brookfield Place, P.O. Box 754  
Suite 1800, 181 Bay Street  
Toronto, Ontario M5J 2T9

Telephone: 416-863-1500  
Fax: 416-863-1515  
Email: [dstevens@airdberlis.com](mailto:dstevens@airdberlis.com)

DATED: September 3, 2020, at Toronto, Ontario

ENBRIDGE GAS INC.

*[Original digitally signed by]*

---

Anton Kacicnik  
Manager, Rates (EGD Rate  
Zone)

**From:** Jeff Kinsella <[jeff.kinsella@ontario.ca](mailto:jeff.kinsella@ontario.ca)>

**Date:** October 1, 2020 at 4:28:23 PM EDT

**To:** Councillor Daniel Regan <[dregan@lucanbiddulph.on.ca](mailto:dregan@lucanbiddulph.on.ca)>

**Subject: Register Now for the 2020 Virtual Municipal Ag Ec Dev & Planning Forum**



Ministry of Agriculture, Food and Rural Affairs

Hello Regan,

If the agriculture sector is one of the economic drivers in your municipality, you will want to attend the *virtual* 12th Annual Municipal Agriculture Economic Development and Planning Forum. This year's forum is hosted by Huron County and will be held on November 18th and 19th, 2020.

The Forum brings together economic developers, planners, elected officials, administrators, and members of municipal economic development committees to share best practices, explore timely sector topics and learn about ag development tools and resources available to you.

The theme of this year's form is *Growing a Better Future: Agri-Food and Municipal Collaborations in the 2020s*. It focuses on how various partners can collaborate to positively impact the full length of the Agriculture Value Chain. An underlying question throughout the Forum, "what is my role in supporting the agriculture sector" will bring personal meaning to your Forum experience.

The agenda includes presentations, conversations, reports on current studies, and insights into how COVID-19 has posed both challenges and opportunities for agriculture in Ontario. Be sure to take the opportunity to [Explore Huron County](#), a leader in agriculture production, business and municipal innovation!

Check out OMAFRA's [blog post](#) for further agenda themes and details.

Registration is now open. Select one of the following links to sign up for the Forum. Enjoy early bird discounts until October 9, 2020.

- [November 18th - Day 1 Only, Early Bird price: \\$40](#)
- [November 19th - Day 2 Only, Early Bird price: \\$40](#)
- [Day 1 & 2 Early Bird price \\$60](#)

Yours truly,  
Jeff Kinsella  
Agriculture & Rural Economic Development Advisor  
Ontario Ministry of Agriculture, Food and Rural Affairs  
Phone: (519) 358-3985  
E-mail: [jeff.kinsella@ontario.ca](mailto:jeff.kinsella@ontario.ca)

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

**Ontario** 



Register for the Leaders' Forum Today!

View this email in your [browser](#).



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September 21, 2020

## AMCTO 2020 Virtual Leaders' Forum

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We are excited to invite you to our annual Municipal Leaders' Forum on **Friday, October 9, 2020**. This can't-miss event for senior municipal leaders brings together issues experts, academics, and executives from both the private and public sectors to discuss and brainstorm solutions to key leadership and management challenges facing our sector today.

**Friday, October 9**  
8:30 AM - 2:30 PM ET

[LEARN MORE & REGISTER](#)

## Featuring Keynote Speaker:

### Zahra Ebrahim, CEO, Monumental

Zahra Ebrahim is a city builder and designer interested in shifting power from some to many, using design to build equity, and engaging citizens in the design of services, policies and infrastructure. She is an **Executive Advisor to Deloitte** on Cities, Design and Governance, and a **senior advisor to political and public interest initiatives** across the country. Zahra has led organizations across the private and social sectors, all focused on engaging diverse sets of stakeholders to co-create solutions to complex organizational and industry challenges, and works with communities to co-design towards better social outcomes.

Zahra's keynote address will focus on human-centred approaches to innovating in the public sector. In the context of COVID-19, and an equitable recovery, Zahra will shed light on how people-powered innovation can create resilient and inclusive solutions that make the most of limited resources.

#### Plus sessions from:

- **John Matheson** - Principal, StrategyCorp
- **Jennifer Pagliaro** - City Hall Reporter, Toronto Star
- **Simon Kiss** - Associate Professor, Digital Media and Journalism, Wilfred Laurier University
- **Rob Adams** - Chief Administrative Officer, Town of Whitchurch-Stouffville
- **Jeff Lehman** - Mayor, City of Barrie
- **Asim Hussein** - Director, Transformation Office, City of Toronto
- **Jason Reynar** - Chief Administrative Officer, Town of Innisfil

...and more!

Join us for a day of discussions on key topics like the changing face of municipal infrastructure, technology, and building the next generation of municipal leaders.

**REGISTER**

Have a burning question for one of our experts?

**Submit** your question(s) in advance.

We look forward to connecting with you on **October 9!**

**#Leaders2020**



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**NOTICE OF PUBLIC MEETING  
REGARDING AN AMENDMENT TO THE SOUTH HURON ZONING BY-  
LAW 69-2018**

The Municipality of South Huron will hold a Public Meeting under Section 34 of the Planning Act to consider a potential amendment to the South Huron Zoning By-law.

The public meeting will be held on:

**Monday, October 19<sup>th</sup>, 2020 at 6:00 p.m.**

The proposed amendment applies to all lands within the Municipality of South Huron and removes the Zoning By-law's current requirements for buildings and structures to be set back from the top of bank of Municipal drains, sink holes, natural watercourses, and Lake Huron.

Public meetings are being held electronically in response to the COVID-19 Pandemic. A live video feed at <https://www.southhuron.ca/en/government/agendas-and-minutes.aspx> will be available for those wishing only to watch the public meeting.

Any person may make verbal or written representation either in support of, or in opposition to the proposed Zoning By-law amendment by either joining the remote public meeting or making written representation in advance of the meeting by submitting them to the attention of the Deputy Clerk. Persons wishing to speak at the public meeting should contact the Municipality's Deputy Clerk by 4 p.m. of Monday October 19, 2020. Written submissions should be sent to the attention of the Deputy Clerk, and received no later than noon on October 19, 2020.

Persons wishing to participate in the planning process are strongly encouraged to send their comments, questions or concerns via email, mail or telephone to Craig Metzger, Planner at [cmetzger@huroncounty.ca](mailto:cmetzger@huroncounty.ca) (1-888-524-8394 ext. 3235) or to Alex Wolfe Deputy Clerk at [awolfe@southhuron.ca](mailto:awolfe@southhuron.ca) (519-235-0310).

If mailing comments, please address to: 322 Main Street South, Exeter, ON N0M 1S6, Attention: Deputy Clerk

If hand delivering documents please insert at the drop box located by the front door of the municipal office: 322 Main Street South, Exeter, ON, N0M 1S6, Attention: Deputy Clerk

Please note that comments and opinions submitted on these matters, including the originator's name and address, become part of the public record and may be viewed by the general public and maybe published in a Planning Report, Council Agenda or Council Minutes.

If any member of the public would like to be notified in writing of the decision on the application they are to provide their name and mailing address to the Deputy Clerk via email, mail or telephone.

For more information on the providing comments or participating in an electronic hearing, please review the public meeting participation guide attached as Appendix 1 to this notice or contact the Deputy Clerk. For more information about this matter including information on how to participate in the public meeting and appeal rights, contact the Deputy Clerk, Alex Wolfe at [awolfe@southhuron.ca](mailto:awolfe@southhuron.ca) or 519-235-0310.

Dated at the Municipality of South Huron this 25<sup>th</sup> day of September, 2020.



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Alex Wolfe  
Deputy Clerk

## **Appendix 1 – South Huron Public Meeting Participation Guide**

The Municipality of South Huron is now conducting all Public meetings virtually through Zoom. Members of the public will still have the ability to watch meeting proceedings and participate, where appropriate, as detailed below.

### **How to watch a meeting**

All Public meetings will be streamed live, available on the Municipality of South Huron's facebook page.

### **How to participate in a meeting**

#### **1. Email**

Residents are encouraged to make written submissions to Council: [clerk@southhuron.ca](mailto:clerk@southhuron.ca)

#### **2. Computer/smartphone/tablet**

Members of the public will also be able to participate in public meetings through Zoom. Interested residents can register by contacting the Clerk's department. Upon registering for a meeting, members of the public will be emailed a link for the Zoom meeting. Registration will be available until 4 p.m. the day of the meeting.

#### **3. Telephone**

To participate in a meeting via telephone, members of the public must register by calling 519-235-0310 extension 224 and leave a message with their name, phone number and the agenda item(s) they wish to speak to. Clerk staff will then contact the member of the public to confirm their participation and provide meeting details. Registration will close at 4 p.m. the day of a meeting.

### **How to ask a question during the meeting**

Registered members of the public will be able to provide comments and ask questions during public meetings in the same manner as in-person public meetings.

#### **1. Computer/smartphone/tablet**

The Chair of the meeting will open the floor to public comments – any member of the public that wishes to speak will need to click the 'Raise Hand' button on the reactions button or wave their hand to request to speak. The raise hand button is on the right hand side of the Zoom meeting screen under the 'Participants' tab.



Once the Chair recognizes a member of the public, the Meeting Host will unmute the member of the public, who will then have up to 5 minutes to provide comments or ask questions. The participant will state their name and address for the record and proceed with making their comments or asking questions. Once the member of the public has finished speaking or met the 5 minute speaking limit, the Meeting Host will mute their microphone.

## 2. Telephone

The Chair will then open the floor to public comments for telephone callers. Once the Chair recognizes a member of the public, the Meeting Host will unmute the member of the public, who will then have up to 5 minutes to provide comments or ask questions. Once the member of the public has finished speaking or met the 5 minute speaking limit, the Meeting Host will mute their microphone.

## Troubleshooting guide

**“I can’t hear the meeting participants and/or the meeting participants can’t hear me.”**

1. Hover the mouse over the bottom left corner and click on the arrow next to the Mute button.



2. A list of options will appear – click the bottom option, Audio Settings.
3. A dialogue box will appear like the one below. Make sure that the check box outlined below in red “Automatically adjust volume” is selected. If it is not selected, check the box. This will ensure that the volume of your speakers and microphone are adjusted automatically by Zoom.



4. If clicking the automatically adjust volume button does not improve the volume, manually move the speaker and/or microphone slider button until you can hear the meeting or you can be heard in the meeting.

**“The raise hand button is not available on my screen.”**

1. To enable the raise hand button, click on the ‘participants’ button on the bottom of the Zoom meeting screen



2. A pop-up box should appear on the right side of the Zoom meeting screen, with names of all the meeting participants. Click on the ‘Attendees’ tab – at the bottom will be the ‘Raise Hand’ button.







**NOTICE OF ELECTRONIC PUBLIC MEETING  
FOR DRAFT PLAN OF SUBDIVISION  
AFFECTING THE MUNICIPALITY OF SOUTH HURON**

The Councils of the Corporation of the County of Huron and the Municipality of South Huron will hold an electronic public meeting to obtain public comment on a proposed Plan of Subdivision under Section 51 of the Planning Act.

**Public Meeting Information:**

**Monday, October 26<sup>th</sup>, 2020 at 6:00pm**  
**Via electronic means (please see instructions on separate page)**

**APPLICANT:** Ruth Victor & Associates for Huron Green Inc.  
**FILE NUMBER:** 40T20001  
**LOCATION:** Lot 6, Concession 2, Stephen Ward, Municipality of South Huron, known municipally as Huron Park. See attached maps for location and details.

**PURPOSE & EFFECT:**

The purpose of the application is to subdivide the residential lands in Huron Park into 374 Lots and 11 Blocks. The lots will contain the 202 existing single detached dwellings, 158 existing semi-detached units (such that each unit will be on a separate lot), and create 4 vacant single detached lots, and 10 vacant semi-detached units. The Blocks will contain public parkland, accesses to the parkland, and trails. The former rail bed which is located along the southern boundary of the subject lands is proposed to be transferred to the Municipality of South Huron for the purpose of a future trail. The developer also owns the section of the former spur which runs between the subject property and the active rail line to the east; these lands are also proposed to be transferred to the Municipality.

This Plan of Subdivision also creates a new road in the location of the access which is currently referred to as 'Access Road' but is not a municipal road. A corresponding Zoning By-law Amendment application has been submitted in conjunction with this application. The County of Huron considered this application to be complete on July 29, 2020.

**PLANNING POLICIES:**

The subject property is designated Residential in the South Huron Official Plan. The property is zoned Low Density Residential (R1), Community Facility (CF), Open Space (OS) in the South Huron Comprehensive Zoning By-law.

**ADDITIONAL INFORMATION:**

Due to Covid-19, the offices of the Huron County Planning & Development Department and the Municipality of South Huron are closed. As a result, in-person services are not available at this time. Staff would be pleased to connect with you via email or phone.

For more information **please contact Denise Van Amersfoort, Senior Planner** with the Huron County Planning & Development Department, at [dvanamersfoort@huroncounty.ca](mailto:dvanamersfoort@huroncounty.ca) or by phone at 1-888-524-8394 ext. 3.

Copies of the application and supporting studies are available for viewing at:

- Linwood Management Office located at 110 Algonquin Drive, Huron Park;
- Municipality of South Huron website ([www.southhuron.ca](http://www.southhuron.ca)); or
- by emailing [planning@huroncounty.ca](mailto:planning@huroncounty.ca)

**HOW TO COMMENT:**

Please forward your comments to the Huron County Planning Department or the Municipality of South Huron by **October 22, 2020**. Comments already received by the Municipality of South Huron and the County of Huron will be taken into consideration. You can also make verbal comments at the Public Meeting.

Comments can be sent in writing by mail, fax or email to the contact information below:

Huron County Planning & Development Department 57 Napier Street, Goderich, ON, N7A 1W2	Phone: 519-524-8394x3 Fax: 519-524-5677 Email: <a href="mailto:planning@huroncounty.ca">planning@huroncounty.ca</a>
Municipality of South Huron 322 Main Street South Po Box 759 Exeter, ON, N0M 1S6	Phone: 519-235-0310x227 Fax: 519-235-3304 Email: <a href="mailto:clerk@southhuron.ca">clerk@southhuron.ca</a>

Please refer to the file number and applicant in all correspondence. Comments will be reviewed by Huron County Planning Department and South Huron Municipal staff. Please be aware that your comments will become part of the public record on this file.

**ANY PERSON** may attend the public meeting and/or make written or verbal representation either in support or in opposition to the proposed plan of subdivision.

**BE ADVISED** that only public bodies may appeal a by-law to the Local Planning Appeal Tribunal. A notice of appeal may not be filed by an individual, unincorporated association or group.

If a public body does not make oral submission at a public meeting or make written submissions to the Municipality of South Huron before the by-law is passed, the public body is not entitled to appeal the decision of the Municipality of South Huron to the Local Planning Appeal Tribunal.

If a person or public body does not make an oral submission at a public meeting or make written submissions to the Municipality of South Huron before the by-law is passed, 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.

**NOTIFICATION OF DECISION:**

If you wish to be notified of the decision of Huron County on this proposed Plan of Subdivision you must make a written request to: Susan Cronin, Clerk, Huron County Administration Dept., 1 Court House Square, Goderich, ON, N7A 1M2.

DATED AT THE COUNTY OF HURON AND THE MUNICIPALITY OF SOUTH HURON  
THIS 1<sup>st</sup> day of October, 2020.

Susan Cronin, County Clerk  
County of Huron  
1 Court House Square  
Goderich, ON N7A 1M2  
(519) 524-8394 ext.3

Rebekah Msuya-Collison, Clerk  
Municipality of South Huron  
322 Main St., P.O. Box 759,  
Exeter, Ontario, NOM 1S6  
(519) 235-0310 ext.227

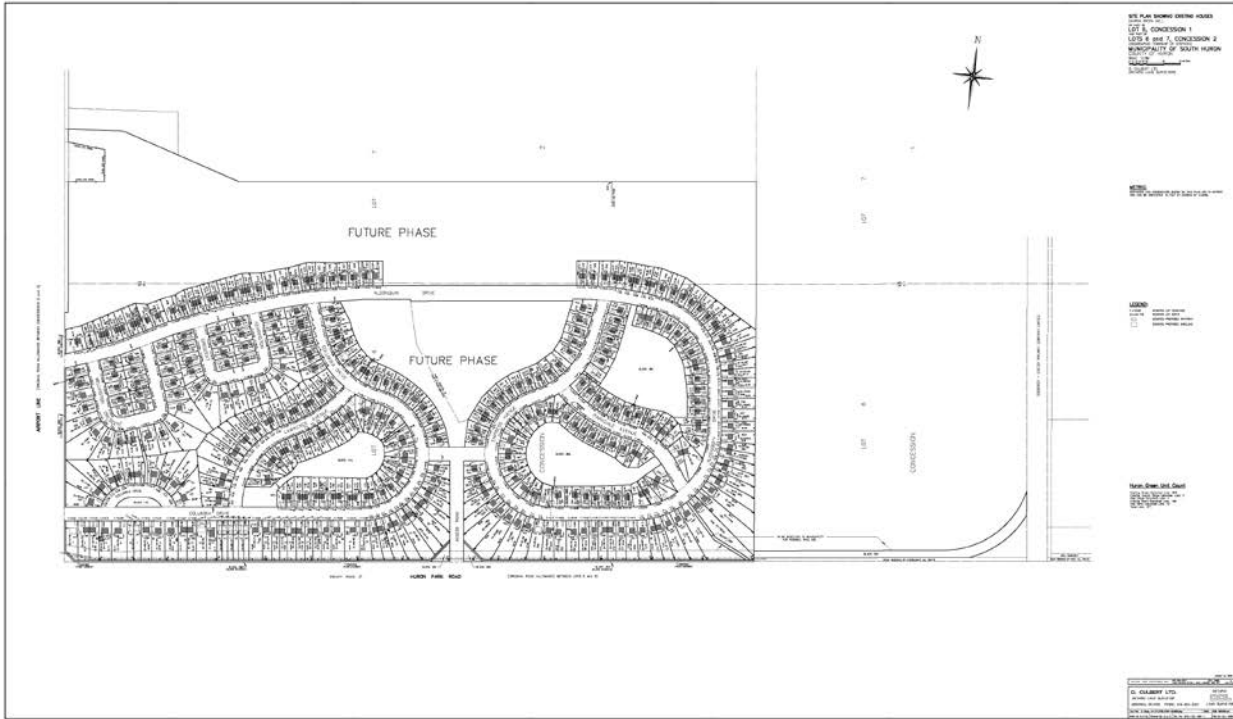
### APPENDIX 1 - LOCATION MAP



Subject Property

### APPENDIX 2 – DRAFT SUBDIVISION PLAN

**Note: A high-quality copy of the Draft Plan is available on the South Huron website under 'Active Planning Files'.**





The Corporation of the Municipality of South Huron

**Notice Of Electronic Public Meeting**  
Pursuant To Section 34 of *The Planning Act*, R.S.O. 1990

RE: Zoning By-Law Amendment Application File #SHu D14-Z01/2020

**Location:** Lot 6, Concession 2, Stephen Ward, Municipality of South Huron, known municipally as Huron Park. See attached maps for location and details.

**Applicant:** Ruth Victor & Associates

**Owner:** Huron Green Inc.

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Please be advised that an electronic public meeting to consider the above noted application will be held on:

**Monday, October 26<sup>th</sup>, 2020 at 6:00 p.m.**  
**Via electronic means (please see instructions on separate page)**

► You are being notified of this application because your name appears on the assessment roll for properties within 120 metres (400 feet) of the subject lands, you are a tenant or you are an agency requiring notice.

### **PURPOSE AND EFFECT**

The applicant proposes to rezone the subject lands in combination with a Plan of Subdivision application which will be considered at the same public meeting. The re-zoning will recognize the new lot fabric and relationship between the existing dwellings and new lot lines. The re-zoning will amend the zoning on a small portion of the subject lands, located along the southern boundary from Open Space – Special Provisions (OS-2) to Residential Low Density (R1-19). The re-zoning also proposes to rezone the former school property from Community Facility (CF) to Future Development (FD).

The subject lands are currently designated Residential in the South Huron Official Plan.

The relief being sought under the R1-19 site specific zones is as follows:

In the area zoned R1-19, the following special provisions apply:

1. Section 3.20.1 (Legal Non-Complying Status) does not apply.
2. Minimum Lot Frontage is 12.9 metres for detached dwelling on a corner and 12.3 metres for a detached dwelling on an interior lot
3. Minimum Interior Side Yard is as it existed on the day of by-law adoption
4. Minimum Lot Area is 450 square metres on a corner lot.
5. Minimum Exterior Side Yard is as it existed on the day of by-law adoption.
6. Minimum Lot Depth is as it existed on the day of by-law adoption.
7. Minimum Rear Yard is as it existed on the day of by-law adoption.

## **PROVIDING COMMENTS**

### **Revised Procedure due to COVID-19 Pandemic**

Public meetings are being held electronically in response to the current situation.

Persons wishing to participate in the planning process are strongly encouraged to send their comments, questions or concerns via email, mail or telephone to Denise Van Amersfoort, Planner at [dvanamersfoort@huroncounty.ca](mailto:dvanamersfoort@huroncounty.ca) (1-888-524-8394 ext. 3) or to Rebekah Msuya-Collison, Clerk at [clerk@southhuron.ca](mailto:clerk@southhuron.ca) (519-235-0310).

If mailing comments, please address to: 322 Main Street South, Exeter, ON N0M 1S6, Attention: Clerk

If hand delivering documents please insert at the drop box located by the front door of the municipal office: 322 Main Street South, Exeter, ON, N0M 1S6, Attention: Clerk

Written submissions should be sent to the attention of the Clerk, and received no later than **noon on October 26, 2020.**

For those persons who wish to participate orally at the hearing, there is an option to join the electronic hearing; please contact the Clerk directly for a specific meeting invitation: at [clerk@southhuon.ca](mailto:clerk@southhuon.ca) (519-235-0310). Those who wish to participate orally are to contact the Clerk no later than **4 p.m. on October 26, 2020.**

Please note that comments and opinions submitted on these matters, including the originator's name and address, become part of the public record and may be viewed by the general public and maybe published in a Planning Report, Council Agenda or Council Minutes.

If any member of the public would like to be notified in writing of the decision on the application they are to provide their name and mailing address to the Clerk via email, mail or telephone.

Changes to the *Municipal Act* allows members of councils and committees to participate in open and closed meetings electronically and be counted for purposes of quorum during emergencies declared locally or provincially under the *Emergency Management and Civil Protection Act*. If the emergency declaration is terminated before the hearing, the public meeting would then be held in the South Huron Council Chambers, 322 Main Street South, Exeter at the time noted on the agenda.

For more information on the providing comments or participating in an electronic hearing, please review the public meeting participation guide provided with this Notice or contact the Clerk.



---

If you rent your property to seven (7) or more tenants, please post a copy of this notice in a location on your property which is visible to all of the residents.

### **APPEALS**

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of South Huron before the Official Plan Amendment and/or Zoning By-law Amendment is adopted, the person or public body is not entitled to appeal the decision of the Municipality of South Huron to the Local Planning Appeals Tribunal.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of South Huron before the Zoning By-law Amendment is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeals Tribunal unless, in the opinion of the Local Planning Appeals Tribunal, there are reasonable grounds to do so.

### **ADDITIONAL INFORMATION**

Additional information related to this Zoning By-law Amendment may be obtained at the on the website ([www.southhuron.ca](http://www.southhuron.ca)), or by contacting Rebekah Msuya-Collison, Director of Legislative Services/Clerk, at 519-235-0310, between the hours of 8:30 a.m. and 4:30 p.m. (Monday to Friday). Information is also available by emailing [planning@huroncounty.ca](mailto:planning@huroncounty.ca)

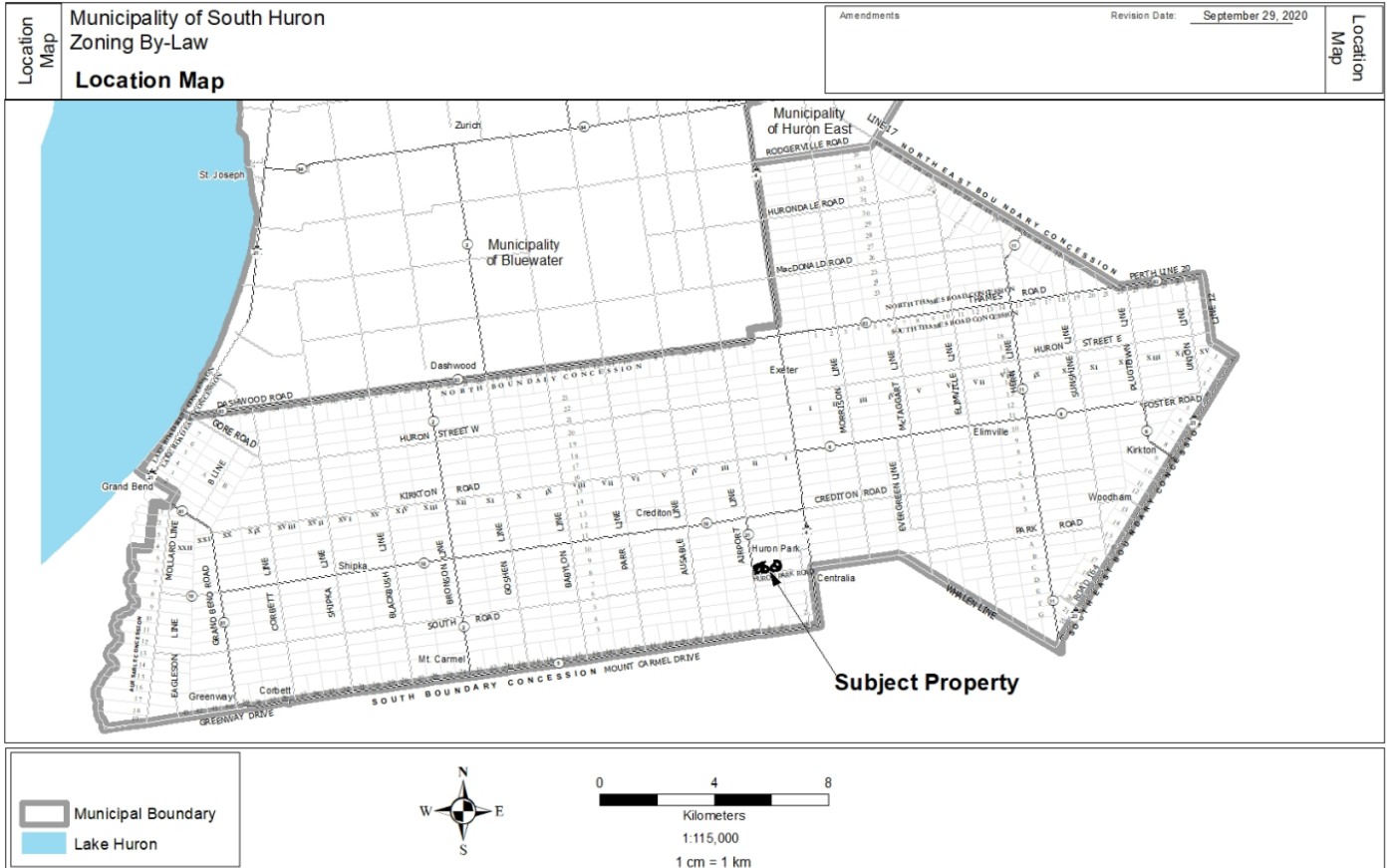
Dated at the Municipality of South Huron this 1st day of October, 2020.



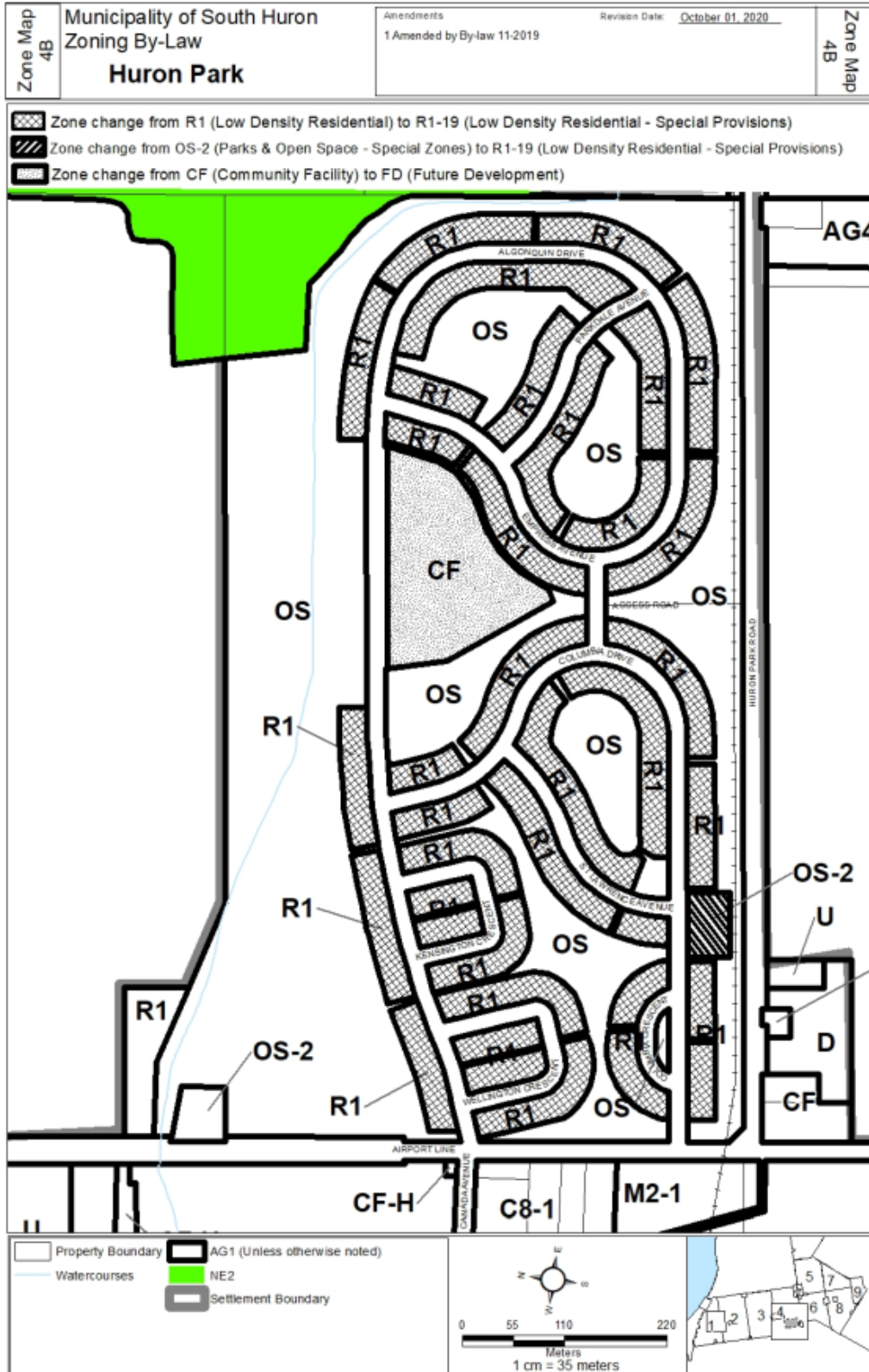
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Rebekah Msuya-Collison  
Clerk

### SCHEDULE 'A' – LOCATION MAP ZONING BY-LAW AMENDMENT TO THE MUNICIPALITY OF SOUTH HURON ZONING BY-LAW



### SCHEDULE 'B' – ZONE CHANGE MAP ZONING BY-LAW AMENDMENT TO THE MUNICIPALITY OF SOUTH HURON ZONING BY-LAW



## Appendix 1 – South Huron Public Meeting Participation Guide

The Municipality of South Huron is now conducting all Public meetings virtually through Zoom. Members of the public will still have the ability to watch meeting proceedings and participate, where appropriate, as detailed below.

### How to watch a meeting

All Public meetings will be streamed live, available on the Municipality of South Huron's Meetings and Agenda's page on the Municipal Website.

### How to participate in a meeting

#### 1. Email

Residents are encouraged to make written submissions to Council:  
[clerk@southhuron.ca](mailto:clerk@southhuron.ca)

#### 2. Computer/smartphone/tablet

Members of the public will also be able to participate in public meetings through Zoom. Interested residents can register by contacting the Clerk's department. Upon registering for a meeting, members of the public will be emailed a link for the Zoom meeting. Registration will be available until 4 p.m. the day of the meeting.

#### 3. Telephone

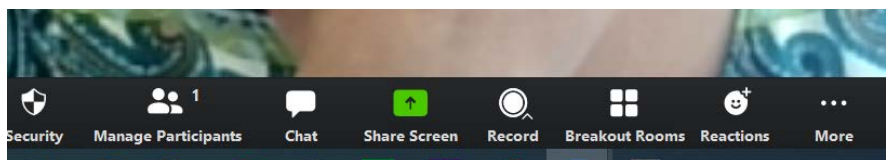
To participate in a meeting via telephone, members of the public must register by calling 519-235-0310 extension 227 and leave a message with their name, phone number and the agenda item(s) they wish to speak to. Clerk staff will then contact the member of the public to confirm their participation and provide meeting details. Registration will close at 4 p.m. the day of a meeting.

### How to ask a question during the meeting

Registered members of the public will be able to provide comments and ask questions during public meetings in the same manner as in-person public meetings.

#### 1. Computer/smartphone/tablet

The Chair of the meeting will open the floor to public comments – any member of the public that wishes to speak will need to click the 'Raise Hand' button on the reactions button or wave their hand to request to speak. The raise hand button is on the right hand side of the Zoom meeting screen under the 'Participants' tab.



Once the Chair recognizes a member of the public, the Meeting Host will unmute the member of the public, who will then have up to 5 minutes to provide comments or ask questions. The participant will state their name and address for the record and proceed with making their comments or asking questions. Once the member of the public has finished speaking or met the 5 minute speaking limit, the Meeting Host will mute their microphone.

## 2. Telephone

The Chair will then open the floor to public comments for telephone callers. Once the Chair recognizes a member of the public, the Meeting Host will unmute the member of the public, who will then have up to 5 minutes to provide comments or ask questions. Once the member of the public has finished speaking or met the 5 minute speaking limit, the Meeting Host will mute their microphone.

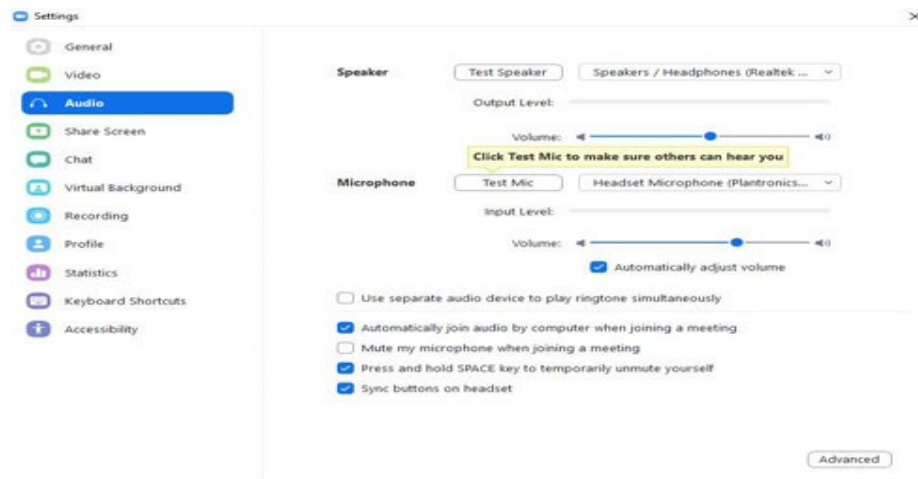
## Troubleshooting guide

**“I can’t hear the meeting participants and/or the meeting participants can’t hear me.”**

1. Hover the mouse over the bottom left corner and click on the arrow next to the Mute button.



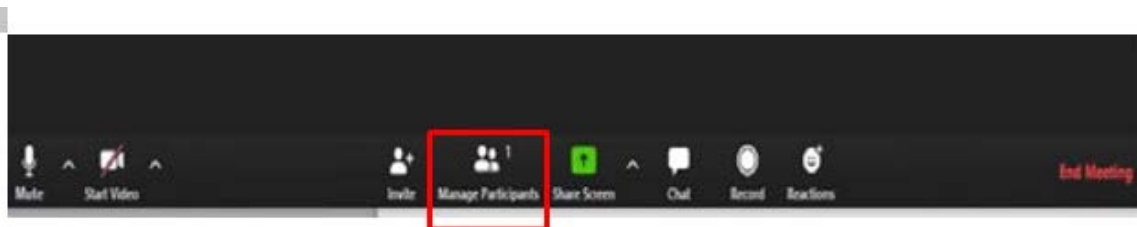
2. A list of options will appear – click the bottom option, Audio Settings.
3. A dialogue box will appear like the one below. Make sure that the check box outlined below in red “Automatically adjust volume” is selected. If it is not selected, check the box. This will ensure that the volume of your speakers and microphone are adjusted automatically by Zoom.



4. If clicking the automatically adjust volume button does not improve the volume, manually move the speaker and/or microphone slider button until you can hear the meeting or you can be heard in the meeting.

**“The raise hand button is not available on my screen.”**

1. To enable the raise hand button, click on the ‘participants’ button on the bottom of the Zoom meeting screen



2. A pop-up box should appear on the right side of the Zoom meeting screen, with names of all the meeting participants. Click on the ‘Attendees’ tab – at the bottom will be the ‘Raise Hand’ button.

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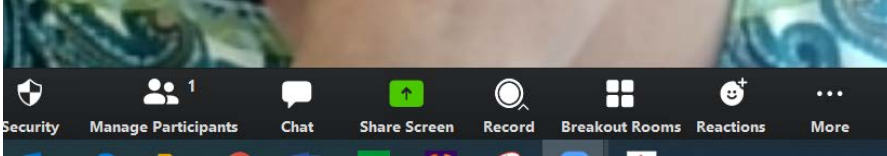
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## Troubleshooting guide

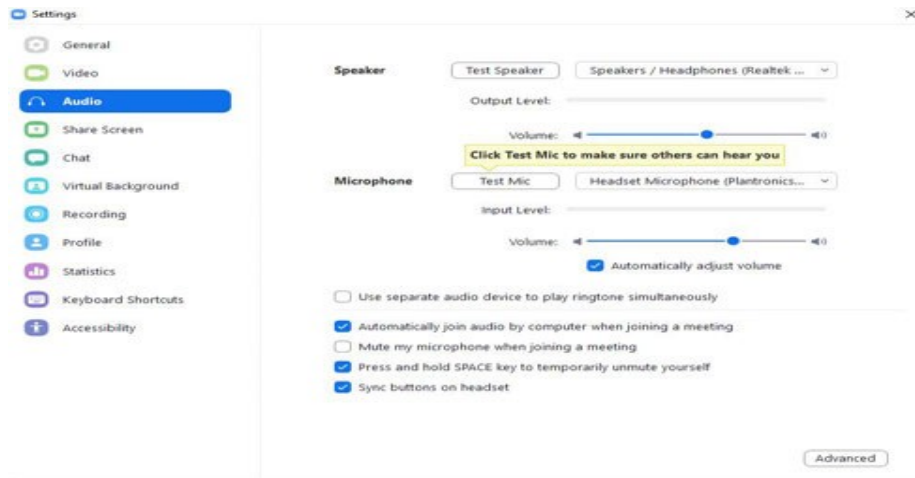
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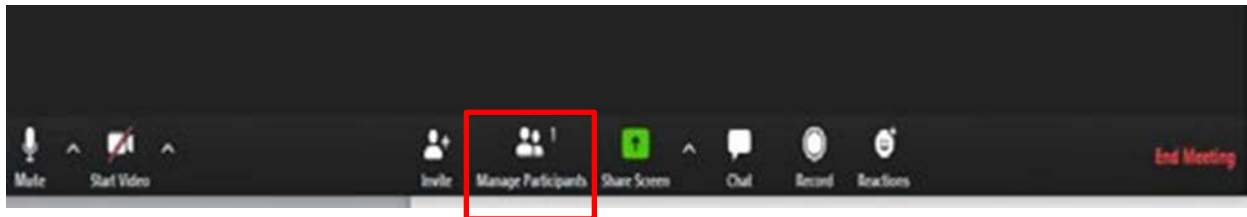




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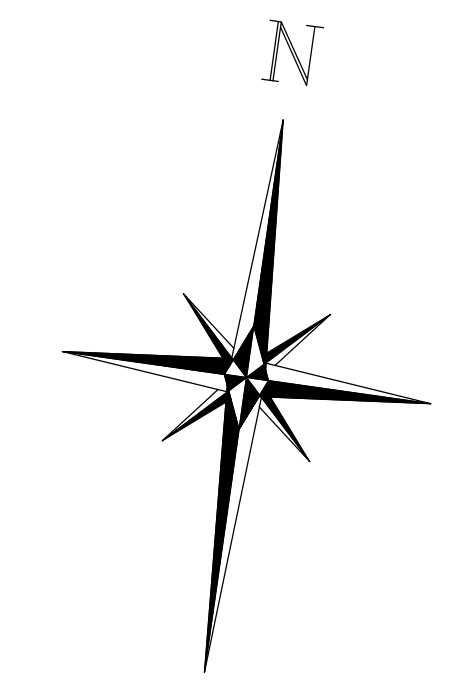
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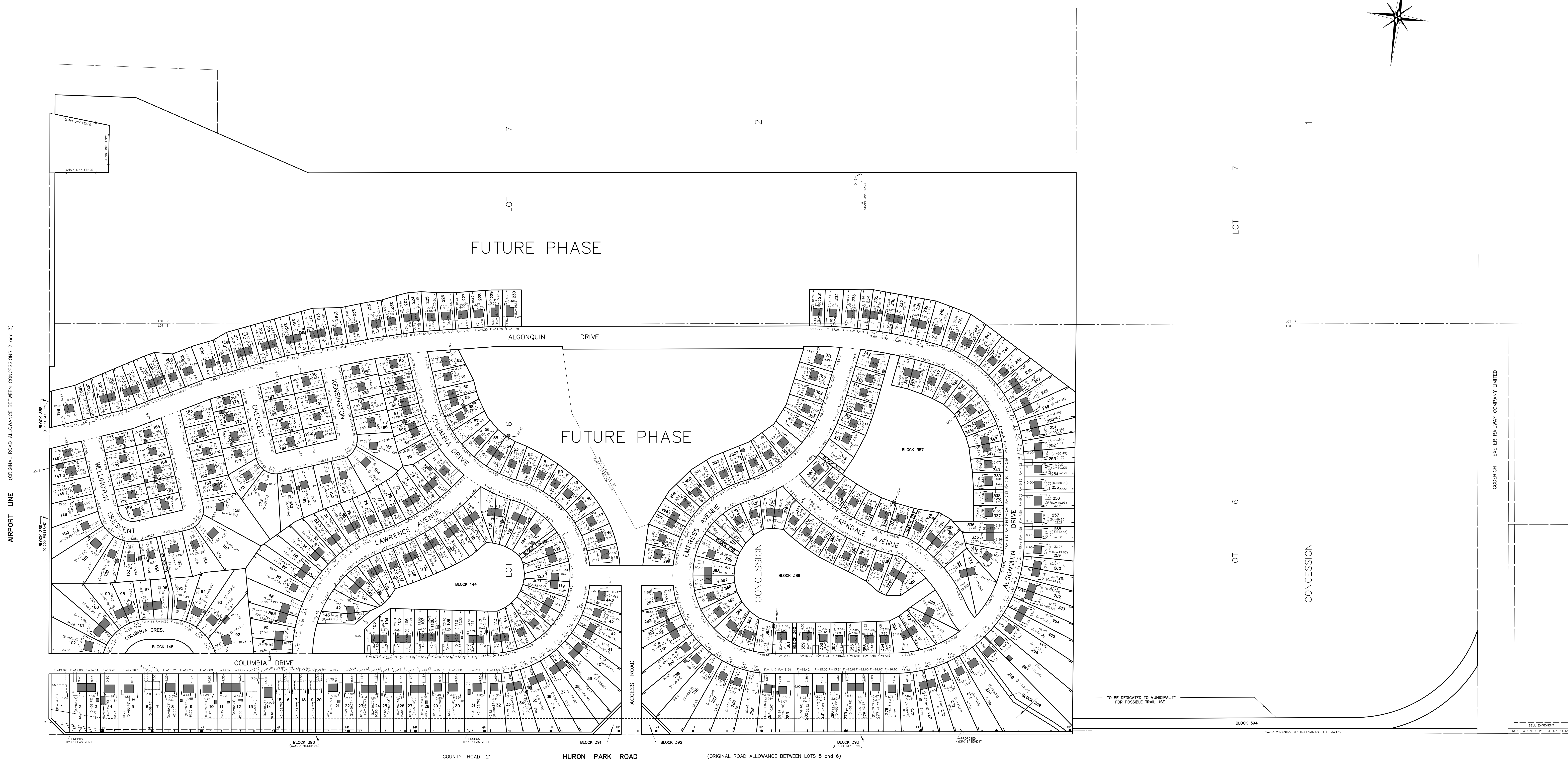
**SITE PLAN SHOWING EXISTING HOUSES**  
 (HURON GREEN INC.)  
 OF PART OF  
**LOT 6, CONCESSION 1**  
 AND PART OF  
**LOTS 6 and 7, CONCESSION 2**  
 (LOCALITIES: TOWNSHIP OF STEPHEN)  
**MUNICIPALITY OF SOUTH HURON**  
 COUNTY OF HURON  
 SCALE: 1:1250  
 1:7.50' = 25.00'  
 D. CULBERT LTD.  
 ONTARIO LAND SURVEYORS



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

**LEGEND:**  
 F=H.62 DENOTES LOT FRONTAGE  
 D=H.54.70 DENOTES LOT DEPTH  
 --- DENOTES PROPOSED DRIVEWAY  
 [Symbol] DENOTES PROPOSED DWELLING

**Huron Green Unit Count**  
 Existing Single Detached Lots: 282  
 Existing Vacant Single Detached Lots: 3  
 New Single Detached Lots: 4  
 Existing Semi-Detached Lots: 156  
 New Semi-Detached Lots: 10  
 Total Lots: 377





# The Corporation of The Town of Amherstburg

September 21, 2020

VIA EMAIL

The Right Honourable Raymond Cho, Minister for Seniors and Accessibility  
College Park 5<sup>th</sup> Flr, 777 Bay St,  
Toronto, ON  
M7A 1S5

**Re: AODA Website Compliance Extension Request**

---

At its meeting of September 14, 2020, Council passed the following for your consideration:

Resolution # 20200914-281

- “1. **WHEREAS** Section 14(4) of O.Reg 191/11 under the Accessibility for Ontarians with Disabilities Act requires designated public sector organizations to conform to WCAG 2.0 Level AA by January 1, 2021;
2. **AND WHEREAS** the municipality remains committed to the provision of accessible goods and services;
3. **AND WHEREAS** the municipality provides accommodations to meet any stated accessibility need, where possible;
4. **AND WHEREAS** the declared pandemic, COVID-19, has impacted the finances and other resources of the municipality;
5. **AND WHEREAS** the Accessibility for Ontarians with Disabilities Act contemplates the need to consider the technical or economic considerations in the implementation of Accessibility Standards;
6. **BE IT THEREFORE RESOLVED THAT** the municipality requests that the Province of Ontario extend the compliance deadline stated in Section 14(4) of O.Reg 191/11 to require designated public sector organizations to meet the compliance standards, by a minimum of one (1) year to at least January 1, 2022; **AND**,
7. **BE IT THEREFORE RESOLVED THAT** the municipality requests that the Province of Ontario consider providing funding support and training resources to meet these compliance standards.”

The impacts of the pandemic on municipal finances and resources affect the ability of municipalities to meet the January 1, 2021 deadline for full compliance with WCAG 2.0 Level AA.

We humbly request the Ontario government consider an extension request, in addition to financial support and training due to the unprecedented impacts of the global pandemic.

Regards,



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

cc:

The Right Honourable Doug Ford, Premier of Ontario  
The Association of Municipalities of Ontario  
All Ontario Municipalities



# The Corporation of The Town of Amherstburg

September 21, 2020

VIA EMAIL

Hon. Lisa McLeod, Minister of Heritage, Sport, Tourism and Culture Industries  
6<sup>th</sup> Flr, 438 University Ave,  
Toronto, ON  
M7A 1N3

**Re: Request for Consideration of Amendments to Bill 108 re. The Ontario Heritage Act**

At its meeting of September 14, 2020, Council passed the following for your consideration:

**Resolution # 20200914-258:**

**“WHEREAS** Royal Assent has been granted to Bill 108 entitled ‘More Homes, More Choice Act, 2019’ on June 6, 2019; and,

**WHEREAS** Schedule 11 of Bill 108 contains amendments to the Ontario Heritage Act which require appeals under the Ontario Heritage Act to be heard by the Local Planning Appeal Tribunal not the Conservation Review Board; and,

**WHEREAS** the Conservation Review Board is an adjudicative tribunal that, through the mandate provided by the Ontario Heritage Act, considers a number of matters such as:

- The proposed designation of a property as having cultural heritage value or interest;
- Applications for the repeal of a By-law on a specific property;
- Applications related to the alteration of a property covered by a By-law; and,
- Matters related to archaeological licensing. AND,

**WHEREAS** Schedule 11 of Bill 108 will come into effect on a date to be proclaimed by the Lieutenant Governor; and,

**WHEREAS** the Local Planning Appeal Tribunal are not experts in heritage matters unlike members of the Conservation Review Board; and,

**WHEREAS** the Local Planning Appeal Tribunal decisions are binding decisions unlike the Conservation Review Board non-binding recommendations; and,

**WHEREAS** the Ontario Heritage Act provides a means for municipalities to protect and preserve the cultural heritage value or interest of the municipality for generations to come; and,

**WHEREAS** the Conservation Review Board currently provides reports to municipal council’s setting out its findings of fact, and its recommendations so that a final decision can be rendered by municipalities about what is valuable in their community;

**WHEREAS** the Town of Amherstburg remains committed to the preservation and protection of property of cultural heritage value or interest;

Website: [www.amherstburg.ca](http://www.amherstburg.ca)

271 SANDWICH ST. SOUTH, AMHERSTBURG, ONTARIO N9V 2A5

Phone: (519) 736-0012 Fax: (519) 736-5403 TTY: (519) 736-9860

**NOW THEREFORE BE IT RESOLVED THAT** the Town of Amherstburg strongly recommends that Schedule 11 of Bill 108 be amended to remove the powers provided to the Local Planning Appeal Tribunal, retaining authority for hearing certain appeals by the Conservation Review Board; and,

**BE IT FURTHER RESOLVED THAT** the Town of Amherstburg strongly recommends that Schedule 11 of Bill 108 be amended to return the authority for final decisions to municipal council's as the elected representative of the communities wherein the property and its features of cultural heritage value exist; and,

**BE IT FURTHER RESOLVED THAT** a copy of this motion be sent to the Honourable Doug Ford, Premier of Ontario, Lisa McLeod the Minister of Heritage, Sport, Tourism and Culture Industries, Andrea Horwath, MPP and Leader of the Official Opposition and the Ontario NDP Party, MPP John Fraser Interim Leader of the Ontario Liberal Party, Mike Schreiner MPP and Leader of the Green Party of Ontario, Taras Natyshak MPP Essex County; and,

**BE IT FURTHER RESOLVED THAT** a copy of this motion be sent to the Association of Municipalities of Ontario (AMO), all MPP's in the Province of Ontario, the County of Essex and all Municipalities in Ontario for their consideration."

We strongly recommend that the Ontario government consider amendments to Bill 108 to return the final authority to municipal Council's to determine what is of cultural heritage value or interest in their communities with the benefits of the expert and professional advice provided by the Conservation Review Board.

Regards,



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

cc:

The Right Hon. Doug Ford, Premier of Ontario  
Andrea Horwath, MPP, Leader of the Official Opposition and the Ontario NDP Party  
John Fraser, MPP and Interim Leader of the Ontario Liberal Party  
Mike Schreiner, MPP and Leader of the Green Party of Ontario  
Taras Natyshak, MPP of Essex County  
All Ontario Municipalities

September 15, 2020

Hon. Caroline Mulroney  
5<sup>th</sup> Floor, 777 Bay St.  
Toronto ON, M7A 1Z8

Dear Hon. Caroline Mulroney,

Please be advised that at the Regular Meeting of Council on August 24, 2020, the Council of Loyalist Township passed the following resolution:

**Resolution No. 2020.33.11**

**Moved by: Councillor Porter**

**Seconded by: Councillor Townend**

Whereas the Ontario government, in partnership with the federal government, is delivering on its commitment to provide up to \$4 billion in urgently needed one-time assistance to Ontario's 444 municipalities;

And Whereas in addition to the support for municipalities, the government is providing over \$660 million in the first phase of transit funding to the 110 municipalities with transit systems to provide immediate relief from transit pressures, such as lower ridership, as well as for new costs due to COVID-19, such as enhanced cleaning and masks for staff;

And Whereas in the second phase, additional allocations will be provided based on expenses incurred to ensure the funding meets the needs of municipalities;

And Whereas as part of the Safe Restart Agreement with the federal government, up to \$2 billion is being provided to support public transit in Ontario;

And Whereas Ontario Regulation 191/11 being the Integrated Accessibility Standards, which applies to every designated public sector organization including municipalities, establishes accessibility standards, including transportation and as such, recognizes ferries as a form of public transportation;

And Whereas many municipalities located along large bodies of water such as Lake Ontario, including the Township of Frontenac Islands and Loyalist Township, are only accessible by public ferries which are connecting links to mainland highways and roads and form part of Ontario's road systems, making them critical public services;

And Whereas due to the COVID-19 Pandemic and restrictions placed on ferry services by Transport Canada as well as public health guide lines, ferry transit, similar to conventional transit, has experienced reduced ridership, additional costs to cover increased sanitization and requirement for masks for ferry operators, and reduced revenue due to the inability to collect cash fares;

Therefore, Be It Resolved that Loyalist Township requests that the Ministry of Transportation support the Canadian Ferry Association's request that ferries be considered part of the local transit system and that lost revenue be eligible for reimbursement;

And Further That a portion of the (pandemic) Federal funds be allocated towards municipal transportation ferry revenue loss and ferry expenditures resulting from the pandemic;

And that this resolution be circulated to all Ontario municipalities.

Regards,

A handwritten signature in cursive script that reads "B Teeple".

Brandi Teeple  
Deputy Clerk  
Loyalist Township

cc. All Ontario Municipalities



October 06, 2020

Page 1 of 2

90 Wollaston Lake Road  
COE HILL, ON K0L 1P0  
[clerk@wollaston.ca](mailto:clerk@wollaston.ca)  
[www.wollaston.ca](http://www.wollaston.ca)



**MAYOR: BARBARA SHAW**  
**CLERK: BERNICE CROCKER**  
613-337-5731 (Phone)  
613-337-5789 (Facsimile)

---

September 16, 2020

**MINISTRY OF MUNICIPAL  
AFFAIRS AND HOUSING**  
17<sup>th</sup> Floor, 777 Bay street  
TORONTO, ON  
M7A 2J3

**ATTN: THE HON. STEVE CLARK**

Dear Minister Clark:

At a special meeting of council held on August 24, 2020, members discussed concerns regarding the 2018 municipal election.

In the last six weeks of the 2018 municipal election in Wollaston Township, seasonal property owners presented signed leases with family members for sleeping cabins, bunkies and sheds. The \$100.00 leases added a significant number of new non-resident electors to the voters' list.

Although concerns were raised regarding the Township's Comprehensive Zoning By-law and non-use of the standard lease form, the leases were used as eligibility, allowing the children of seasonal property owners access to a Township election for the first time.

Because this gave the appearance of a pay to play campaign, and because the leases were with family members, and because no people actually lived in these structures that lacked hydro, running water and washroom facilities, this was reported to the OPP, who have a duty to enforce the rules and regulations of the *Municipal Elections Act*.

The OPP did not proceed with charges because they said there was no case law.

The following Motion was adopted:

MOTION NO.: 03  
MOVED BY: TIM CONLIN  
SECONDED BY: DARLENE COLTON

**MINISTRY OF MUNICIPAL AFFAIRS AND HOUSING  
THE HON. STEVE CLARK  
September 16, 2020  
Page 2**

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**BE IT RESOLVED**, that the Council of Wollaston Township ask Minister of Municipal Affairs and Housing, the Hon, Steve Clark, to review the *Municipal Elections Act* and provide amendments to ensure that loopholes are closed on any pay to play schemes in rural communities where non-resident electors are permitted to participate in elections so that \$100.00 leases do not turn into ballots for garden sheds.

**AND BE IT FURTHER RESOLVED**, that the County of Wollaston Township ask the Minister of Municipal Affairs and Housing, the Hon. Steve Clark, to review the Municipal Elections Act and provide amendments to provide clearer, stronger wording, to assist municipal Clerks in addressing issues to allow for a more definitive decision to be made when adding names to the voters' list.

**AND BE IT FURTHER RESOLVED**, that Council of Wollaston Township ask the Minister of Municipal Affairs and Housing, the Hon. Steve Clark, to ensure that there is a clear and accessible way to report election fraud.

**AND BE IT FURTHER RESOLVED**, that Council of Wollaston Township ask the Minister of Municipal Affairs and Housing, the Hon. Steve Clark, to ensure that the rules described in the Municipal Elections Act are actually enforceable even if there is not current case law.

**AND BE IT FURTHER RESOLVED**, that support for this resolution be sent to Premier Doug Ford, Daryl Kramp, M.P.P. for Hastings-Lennox and Addington, all Ontario Municipalities and the Association of Municipalities of Ontario.

**CARRIED**

Should you have any questions or concerns regarding the above, do not hesitate to contact me.

Sincerely,



**BERNICE CROCKER**  
Clerk/Administrator

cc. Premier Doug Ford, Daryl Kramp, M.P.P. for Hastings-Lennox and Addington, AMO and all Ontario Municipalities.

CORPORATION OF THE  
TOWNSHIP OF NORTH GLENGARRY

Resolution # 12

Date: Monday, September 14, 2020

Moved by: Carma Williams

Seconded by: Brenda Noble

WHEREAS the COVID-19 pandemic has disproportionately affected the vulnerable elderly population in Canada's long-term care (LTC) homes and some of Ontario's LTC homes are among those with the highest fatality rates in the country as the pandemic has exposed deplorable conditions in many LTC homes across Canada; and

WHEREAS it is the mandate of the Ministry of Long-Term Care to inspect long term care homes on an annual basis and these inspections have consistently dropped in number since 2017 with only nine completed out of 626 long term care home in 2019; and

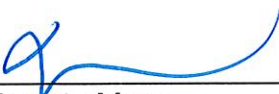
WHEREAS residents have been endangered by personnel moving between infection zones without adequate equipment; and

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of North Glengarry urges the Ontario government to provide funding to increase full-time positions in place of casual and part-time labour in long term care homes and requests that the Ministry of Long-term Care acts to regularly inspect all long term care homes , and sound infection control measures are put in place at all Ontario long term care homes and that this resolution be forwarded to Premier Ford, the Ministry of Long-term Care Merrilee Fullerton and all Ontario municipalities for consideration.

Carried

Deferred

Defeated

  
\_\_\_\_\_  
Mayor / Deputy Mayor

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

From: Nicole Martin [mailto:nmartin@amaranth.ca]

Sent: Monday, September 21, 2020 10:33 AM

To:

Subject: RE: Support of Long Term Care Facility Inspection for the Township of South Glengarry

The Township of Amaranth at its regular meeting of Council passed the following resolution of support:

Resolution #9

Moved by: H. Foster – Seconded by: G. Little BE IT RESOLVED THAT:

The Council of the Township of Amaranth support the Township of South Glengarry motion and they be so advised.

Whereas the Township of Amaranth urges the Ontario Government to provide funding to increase the fulltime positions in place of casual and part time labour in long term care homes;

And Whereas they further request the Ministry of Long-Term Care to enact regular inspections of all long-term care homes.

CARRIED.

Thank you, Nicole

Nicole Martin, Dipl. M.A.

Acting CAO/Clerk | Township of Amaranth

374028 6th Line | Amaranth | ON | L9W 0M6

Tel: 519-941-1007 ext. 227 | Fax: 519 - 941-1802 All municipal facilities and parks are closed until further notice during the COVID-19 pandemic. Staff is working to keep critical services operational during this difficult time. Updates will be posted to our website ([www.amaranth.ca](http://www.amaranth.ca)) and through our Facebook accounts. Calls to the office at 519-941-1007 will be answered as soon as possible.

For accurate information on COVID-19 please visit: [www.ontario.ca/COVID-19](http://www.ontario.ca/COVID-19)

DISCLAIMER: This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to which they are addressed. If you have received this email in error please notify the sender. Please note that any views or opinions presented in this email are solely those of the author and do not necessarily represent those of the Township of Amaranth. Finally, the recipient should check this email and any attachments for the presence of viruses. The Township of Amaranth accepts no liability for any damage caused by any virus transmitted by this email.

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

From: Nicole Martin [mailto:nmartin@amaranth.ca]

Sent: Monday, September 21, 2020 10:38 AM

Subject: RE: Support of COVID-19 Funding re: The Corporation of the City of Oshawa

The Township of Amaranth at its regular meeting of Council on September 16, 2020 passed the following resolution of support:

Resolution #8

Moved by: C. Gerrits – Seconded by: H. Foster BE IT RESOLVED THAT:

The Council of the Township of Amaranth support the City of Oshawa's motion and they be so advised.

Whereas the government of the Canada and the Province of Ontario have committed through the Canada Council for Arts will continue to work with the Government of Canada, as well as through provincial, territorial and municipal partners, to ensure the strength of the cultural sector;

And Whereas to date there has been no further indication as to tools, funding measures, or financial support provided;

And Whereas the Township of Amaranth is requesting support of their motion to request the Federal, Provincial and Regional Government to help municipalities assist their local social cultural, service clubs and children/youth minor sporting organizations with clear and definitive relief funding programs;

Further a copy of this resolution be sent to the Right Honourable Prime Minister of Canada, the Premier of Ontario, and all neighbouring municipalities in County of Dufferin.

CARRIED.

Thank you, Nicole

Nicole Martin, Dipl. M.A.

Acting CAO/Clerk | Township of Amaranth

374028 6th Line | Amaranth | ON | L9W 0M6

Tel: 519-941-1007 ext. 227 | Fax: 519 - 941-1802 All municipal facilities and parks are closed until further notice during the COVID-19 pandemic. Staff is working to keep critical services operational during this difficult time. Updates will be posted to our website ([www.amaranth.ca](http://www.amaranth.ca)) and through our Facebook accounts. Calls to the office at 519-941-1007 will be answered as soon as possible.



*Transmitted via Email*

September 16, 2020

**RE: TOWN OF GRAVENHURST RESOLUTION – Designation of August 1<sup>st</sup> as Emancipation Day in Canada**

At the Town of Gravenhurst Committee of the Whole meeting held on *September 15, 2020*, the following resolution was passed:

Moved by Councillor Klinck  
Seconded by Councillor Cairns

**BE IT RESOLVED THAT** the motion from the Township of Huron-Kinloss from August 28, 2020 re designation of Emancipation Day in Canada be received;

**AND THAT** the Town of Gravenhurst supports a national designation of August 1<sup>st</sup> as Emancipation Day;

**AND FINALLY THAT** a copy of this motion is sent to all Ontario municipalities.

**CARRIED**

We trust the above to be satisfactory.

Sincerely,

*Melanie Haki*

Melanie Haki  
Administrative Clerk 2, Legislative Services

Board of Directors Meeting Highlights  
Held on September 17, 2020 at 8:30 AM  
as a Virtual Meeting



COVID Bring About New Contamination Challenges

**Stop  
COVID**

**Dispose of  
all masks, gloves,  
paper towels,  
tissues, wipes  
properly in  
the garbage**



**Good Dog**  
Owner



**Bad Dog**  
Owner



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.

## Doug Ford May Allow Beer & Wine Companies to Opt Out of Bottle 'Deposit Return Program

Advocacy groups say changes would jeopardize bottle return program that is widely recognized as one of the best in the world

Leaked slides show Doug Ford's government is quietly considering making changes to rules that would allow beer and wine companies to opt out of the province's bottle return program.

According to Power Point slides newly obtained by PressProgress, a working group organized by Ontario's Ministry of the Environment, Conservation and Parks delivered a presentation in July indicating the government is considering changes to regulations on beer and wine packaging that would allow companies to treat their bottles as normal "Blue Box" waste.

Advocacy groups warn that change would effectively undermine Ontario's Deposit Return Program (ODRP), a program that has posed challenges for the lobby groups behind Ford's beer and wine agenda.

The ODRP uses the physical locations of Ontario's Beer Stores and LCBO locations to recycle empty alcoholic containers — customers get back a deposit fee when the container is returned.

The July 6 presentation proposes a new approach, one that "treats producers of alcoholic beverage containers the same as other beverage producers."

While the Beer Store and LCBO would still collect empty containers, the slides state that they would operate as "alternative systems" wherein:

"Producers may elect to exempt themselves from the Blue Box Common Collection system by establishing an Alternative Collection system."

The advocacy organization Environmental Defence warns this would effectively make the Beer Store and LCBO recycling program optional.

"The Blue Box is generally a less expensive program, and correspondingly achieves poorer environmental outcomes," Environmental Defence Plastics Program Manager Ashley Wallis told PressProgress.

While brewers who use refillable bottles may still opt-in, "brewers who only use cans, or one-way bottles, could find that belonging to the common collection system saves them money."

"Given that the proposed target for beverage containers is lower than the current performance of the deposit system for alcoholic beverages, it is likely that many, especially smaller brewers that do not use refillable bottles, would choose to leave the deposit program and opt-in to the common collection system," Wallis added.

Environmental Defence says the government's plan would likely include a "de minimis," where "producers below a certain benchmark (volume, annual sales, etc.) have no financial obligation to the system." That could further motivate companies to opt-out of the existing LCBO / Beer Store program.

### Alcoholic Beverage Containers

- The regulation would include all alcoholic beverage containers sold in the province under the beverage container category. This includes beer, wine and spirits.
- This approach treats producers of alcoholic beverage containers the same as other beverage producers but allows existing programs operated by The Beer Store and the LCBO to continue operating as alternative systems.
- Deposit-return programs operated by The Beer Store and the LCBO currently perform many of the functions of an alternative collection system as proposed for the new Blue Box regulation, including registration, supply and management reporting, and management of associated packaging.
- The Beer Store and the LCBO could choose to register with RPRA as PROs, and could report on supply and diversion data, and provide collection opportunities on behalf of producers.
- Individual producers of alcoholic beverage containers would still retain their obligations under the regulation, including registration with RPRA.
- Producers of alcoholic beverage containers would be required to meet the beverage container target, as well as material-specific targets for any associated packaging marketed with their products.

11

Ontario 



## RCO And 51 Other Groups Call On Government To Leverage Opportunity To Improve Blue Box

Environmental and civil groups released a joint statement today that sets expectations for forthcoming regulation to address Ontario's packaging, paper and packaging-like products (PPPP) waste

As the province considers changes to the Blue Box program, 52 environmental and civil society groups released a joint statement calling on the government to address the failings of its recycling system and transition Ontario to a circular economy.

Ontario – Recycling is the Last Resort unites the voices of local, regional and national groups calling on the provincial government to adopt a regulation under the Resource Recovery and Circular Economy Act, 2015 that ensures products and services are fundamentally redesigned to prevent waste, and that companies are financially and operationally responsible for their products' end-of-life.

“For decades, consumers have been led to believe that recycling is the solution to Ontario's waste issues, but the truth is recycling systems were never designed to manage the volume and complexity of materials on the market,” says Ashley Wallis, Plastics Program Manager at Environmental Defence. “We need the province to set and enforce high waste-diversion targets that encourage companies to phase-out hard-to-recycle materials, especially lightweight plastic films, styrofoam and black plastic.”

Only about seven per cent of Ontario's waste is recycled. The rest is sent to landfills or incinerators, or ends up in the environment. To date, the province's efforts to divert waste from landfill have largely focused on the residential sector. However, two-thirds of Ontario's waste is generated in the industrial, commercial and institutional (IC&I) sectors. The joint statement calls on the province to include all sources of packaging, paper, and packaging-like products (PPPP) from all sectors.

“The best and most important opportunity to improve recycling of packaging and plastics is missed with these proposed regulations,” says Jo-Anne St. Godard, Executive Director of Recycling Council of Ontario. “While transitioning the full cost of the Blue Box program to industry is vital, not including the IC&I sector ignores nearly 70 per cent of packaging and plastics waste generated across Ontario that ultimately ends up in landfill or lost to the environment.”

The groups say the regulation must provide accessible service to all Ontarians, regardless of where they live, and should require that public spaces like parks and community centres are serviced as well.

“These new regulations should make it easier—not harder—for people to recycle,” says Emily Alfred with the Toronto Environmental Alliance. “Instead, we're hearing that Blue Box services could be scaled back or stopped altogether for schools, parks, and many residents. This doesn't make sense. Producers should be required to provide recycling services to all Ontarians where they live, work and play.”

The transition to Extended Producer Responsibility (EPR)—where companies are financially and operationally responsible for their waste—is an essential part of the transition to a circular economy. However, the devil is in the details, and the province needs to adopt a regulation that ensures human health.

“Effective Extended Producer Responsibility regulations prevent waste and avoid toxic chemicals,” states Fe de Leon, Researcher and Paralegal with the Canadian Environmental Law Association. “The Province's proposed EPR approach doesn't require producers to redesign for toxic-free products and packaging, nor does it prevent recycling of toxic chemicals. Ontario needs a regulation that keeps materials containing toxic chemicals out of the Blue Box, and avoids relying on

solutions such as burning of waste, energy-from-waste, incineration and chemical recycling to manage problematic materials.”

For a full list of signatories, please see the Ontario – Recycling is the Last Resort statement.

#### Declarations

- Recycling is not a silver bullet solution
- A system for everyone
- An opportunity
- Recycling for everyone, everywhere
- Strong environmental outcomes
- Transparency and accountability
- Transition to circular economy

#### We Can't Recycle Our Way Out Of The Plastics Crisis

Reducing use is key, but shifting to plant-based plastics and other products is also crucial, writes David Suzuki

Almost every product and material we refer to as “plastic” is made from fossil fuels. Most of it hasn't been around for long



– a little over 70 years for the most common products. North American grocery stores didn't start offering plastic bags until the late 1970s.

Over that short time, plastics have become ubiquitous. A Center for International Environmental Law report says global plastic production exploded 200-fold between 1950 and 2015 – from two million to 380 million tonnes. Plastic is everywhere, from the ocean depths to mountaintops, from Antarctica to the Arctic – even in our own bodies.

As the report points out, almost every piece of plastic begins as a fossil fuel. This creates greenhouse gas emissions throughout its life cycle, from extraction and transport to refining and manufacturing to managing waste and impacts. The report projects these emissions could reach 1.34 gigatons per year

by 2030 – “equivalent to the emissions released by more than 295 new 500-megawatt coal-fired power plants.”

There are good reasons for plastic’s popularity. It’s lightweight, durable, inexpensive, easily shaped and can be used to safely store many materials, from water to chemicals. That it’s long-lasting is part of the problem.

Plastics don’t decompose like organic substances. Instead, they break down into smaller and smaller pieces, much of which ends up in oceans, where it is consumed by marine life and birds. These “microplastics” work their way through the food web and eventually to humans.

There’s still much to learn about microplastic’s health effects, but exposure in animals has been linked to liver and cell damage, infertility, inflammation, cancer and starvation. The 50,000 plastic particles that each of us breathes and eats every year and the microplastic pollution falling on some cities undoubtedly have an impact, especially as many of the chemicals in plastics are known to cause a range of health problems.

A recent study also shows the ocean plastics problem is worse than thought – although with tonnes of plastic debris and particles swirling in massive ocean gyres, it’s hard to imagine it could be. The study, from the UK’s National Oceanography Centre, found the Atlantic has 10 times more plastic than had been estimated. Researchers previously calculated the amount entering the Atlantic between 1950 and 2015 to be from 17 million to 47 million tonnes. New measurements show it’s closer to 200 million.

Another report, from the World Economic Forum, Ellen MacArthur Foundation and McKinsey and Company, estimated the oceans could hold more plastic by weight than fish by 2050 if trends continue. Because most plastic doesn’t get recycled, researchers also estimated that 95 per cent of plastic packaging value – worth \$80 billion to \$120 billion annually – is lost.

It also found that by 2050, the entire plastics industry will consume 20 per cent of total oil production, and 15 per cent of the world’s annual carbon budget.

The study, *The New Plastics Economy*, outlines steps whereby circular economy principles could resolve many issues around plastics in the environment. These require eliminating all problematic and unnecessary plastic items, innovating to ensure the plastics are reusable, recyclable or compostable, and circulating all plastic items to keep them in the economy and out of the environment.

And while individual efforts are helpful, they don’t go far enough. As Carroll Muffett, lead author of the CIEL report, argues, we can’t “recycle our way out of the plastics crisis.” Instead, we must stop producing fossil fuels and unnecessary disposable plastic items. Reducing use is key, but shifting to plant-based plastics and other products is also crucial.

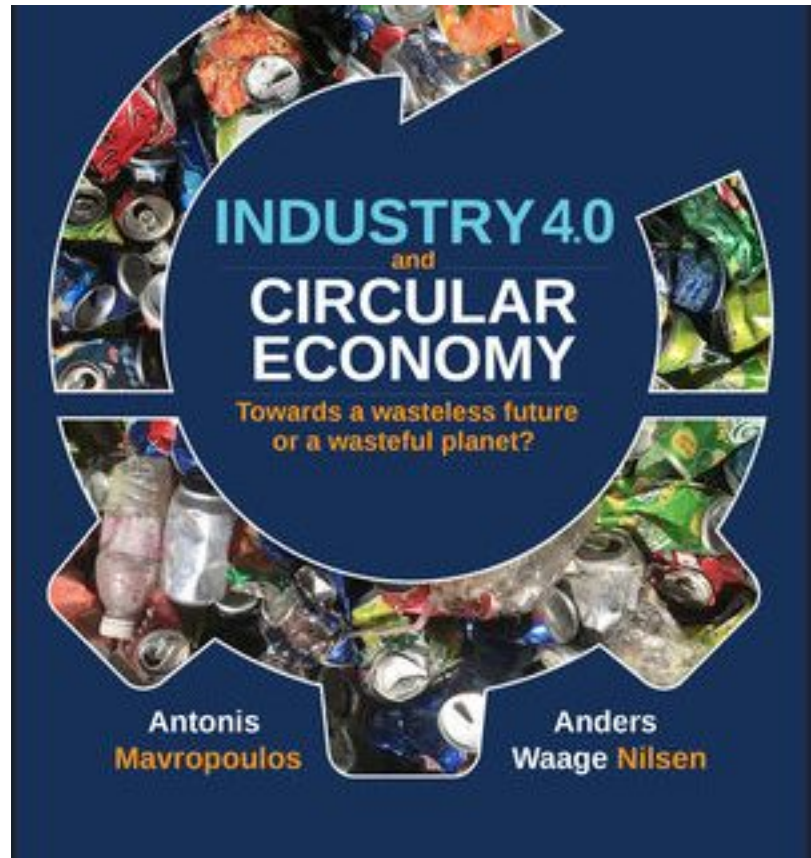
As we’ve written before, the COVID-19 pandemic has exposed flaws in our outdated economic systems, but it’s also provided an opportunity to pause and figure out how to build back better. Our constant rush to exploit resources, burn fossil fuels and create disposable plastic products for the sake of short-term profits is putting all life and health at risk.

We should have started phasing out fossil fuels and their byproducts decades ago when we realized they were creating massive amounts of air, water, and land pollution and heating the planet to temperatures that put our health and survival at risk. The longer we delay, the more difficult change becomes. It’s time for new ideas. It’s time for a just green recovery.

## Industry 4.0 And The Circular Economy: Towards A Wasteless Future Or A Wasteful Planet?

How the marriage of industry 4.0 and the circular economy can radically transform waste management—and our world

Do we really have to make a choice between a wasteless and nonproductive world or a wasteful and ultimately self-destructive one? Futurist and world-renowned waste management scientist Antonis Mavropoulos and sustainable business developer and digital strategist Anders Waage Nilsen respond with a ringing and optimistic “No!” They explore the Earth-changing potential of a happy (and wasteless) marriage between Industry 4.0 and a Circular Economy that could—with properly reshaped waste management practices—deliver transformative environmental, health, and societal benefits. This book is about the possibility of a brand-new world and the challenges to achieve it.



The fourth industrial revolution has given us innovations including robotics, artificial intelligence, 3D-printing, and biotech. By using these technologies to advance the Circular Economy—where industry produces more durable materials and runs on its own byproducts—the waste management industry will become a central element of a more sustainable world and can ensure its own, but well beyond business as usual, future. Mavropoulos and Nilsen look at how this can be achieved—a wasteless world will require more waste management—and examine obstacles and opportunities such as demographics, urbanization, global warming, and the environmental strain caused by the rise of the global middle class.

- Explore the new prevention, reduction, and elimination methods transforming waste management
- Comprehend and capitalize on the business implications for the sector
- Understand the theory via practical examples and case studies
- Appreciate the social benefits of the new approach

Waste-management has always been vital for the protection of health and the environment. Now it can become a crucial role model in showing how Industry 4.0 and the Circular Economy can converge to ensure flourishing, sustainable—and much brighter—future.

## Final Electronic and Electrical Equipment Recycling Regulation Approval Expected in September/October 2020

The government expects that the Electronic & Electrical Equipment (EEE) regulation that will transition the recycling of e-waste to producer responsibility will go before the Legislation & Regulations Committee for review and recommendation to Cabinet by late September 2020 with filing by the Ministry by October 2020. The original draft EEE regulation was first introduced in Spring 2019. While the planned approval of any regulation should only be considered tentative, the current WEEE program will end on December 31, 2020, leaving little time for any further delay.

## ISRI Adopts Position on Minimum Recycled Plastic Content

### Position Encourages Use of Recycled Plastics in Manufacturing of New Goods

The use of recycled plastic in new products is an environmentally responsible activity that also strengthens the economy by creating jobs and investment opportunities. The Institute of Scrap Recycling Industries' (ISRI) new position on minimum recycled plastic content encourages efforts that will help spur demand for recycled plastics. It also aims to increase the commitment by stakeholders throughout the supply chain to ensure plastics are responsibly manufactured, collected, and recycled into new products.



Plastics are a diverse, versatile group of materials that are used in nearly all aspects of daily life, from life-saving medical supplies to light-weight food packaging. However, despite the benefits plastics offer, many remained concerned about high levels of plastic waste entering the natural environment. To avoid further environmental harm, it is imperative that all plastics be handled responsibly at end of life.

### ISRI Supports:

- Legislation that expands the use of recycled plastic in applications that are appropriate, noting these levels will vary by application and type of plastic;
- Efforts by manufacturers and brand owners to increase the use of recycled plastic resin beyond legislated levels and applications, when possible;
- Manufacturers incorporating the principles of Design for Recycling® (DfR) to ensure their products are more easily recycled;
- Stakeholder efforts that seek to increase plastic recycling through public education, outreach and advocacy to meet growing demand for recycled plastic; and
- Efforts that look at the life cycle assessment of a plastic product to help manufacturers make informed choices on the inclusion of recycled plastic resin.

The policy aligns with ISRI's Design for Recycling® principles, which encourage manufacturers to consider the ultimate destiny of their products during the design stage of development, which, in turn, supports the use of more recycled content in new products.

### Coca-Cola's plastic free CanCollar to launch in Spain



Coca-Cola European Partners (CCEP) has announced the introduction of CanCollar, an innovative paperboard packaging solution, for multipack cans in Spain.

The move supports its work, in partnership with Coca-Cola, to remove all 'unnecessary or hard to recycle plastic' from its portfolio, avoiding the use of more than 11,000 tonnes of virgin plastic a year across Western Europe.

Initially, Coca-Cola European Partners will launch the new, PEFC certified recyclable and sustainably sourced paperboard CanCollar in the Balearic Islands in November 2020, a first in Europe, CCEP says.

By the end of 2020, we will have removed more than 4,000 tonnes of hard to recycle plastic from our secondary packaging in Western Europe

Innovative packaging design is a core principle of Coca-Cola's World Without Waste strategy and through collaboration with WestRock, a global company that provides its customers with sustainable differentiated packaging solutions, Coca-Cola European Partners will start to use the CanCollar paperboard can ring technology in the Balearic Islands, replacing the current Hi-cone solution and saving more than 18 tonnes of plastic annually.

Coca-Cola European Partners has invested 2.6 million euros in its Barcelona plant to support this initiative. The installation of WestRock's CanCollar Fortuna manufacturing equipment will enable multipack cans to be grouped in a sustainable and environmentally friendly way, with a process that does not require the use of glue or adhesives.

## Clouded By Uncertainty

The outlook for the aluminum sector is clouded by uncertainty associated with the pandemic, among other factors.



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.

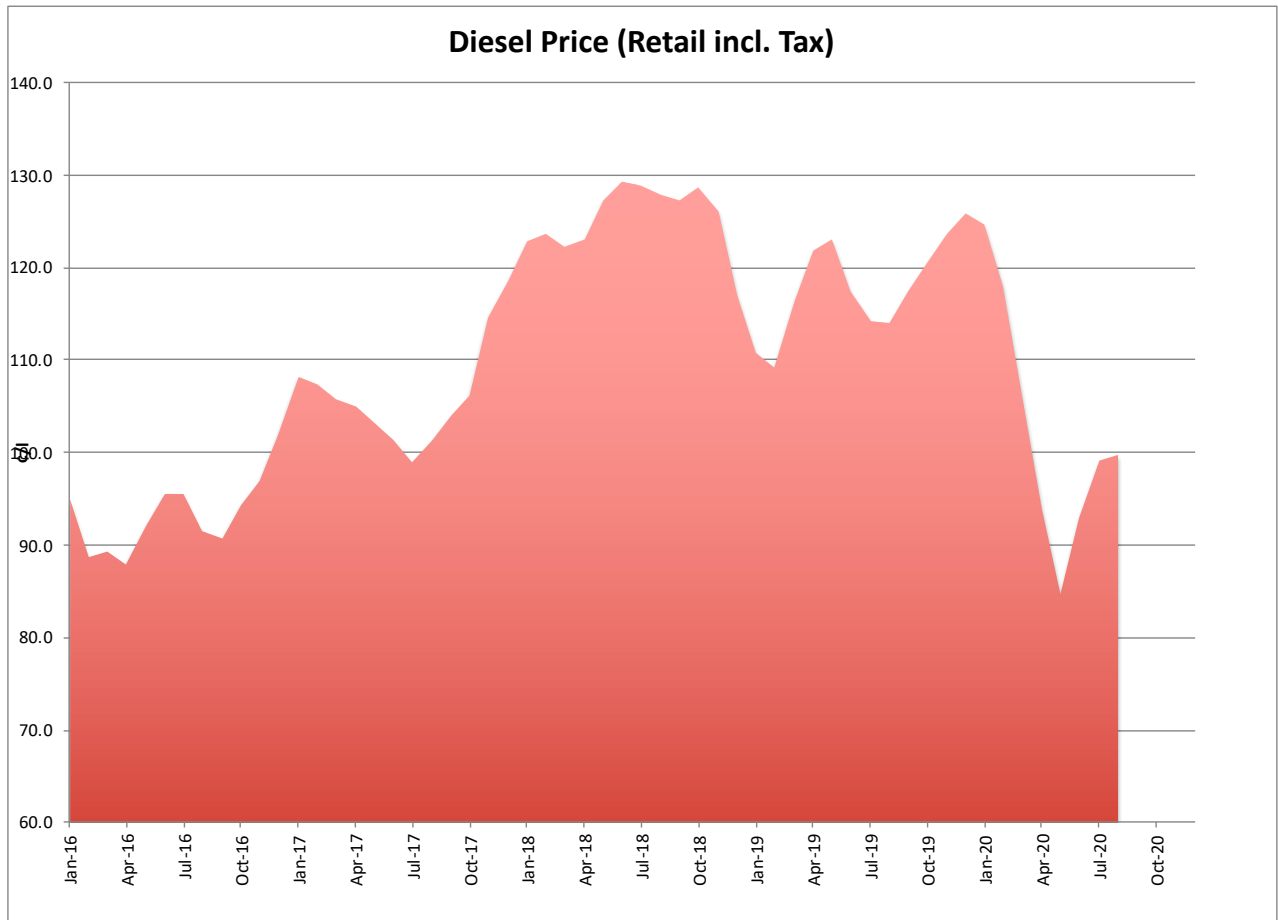
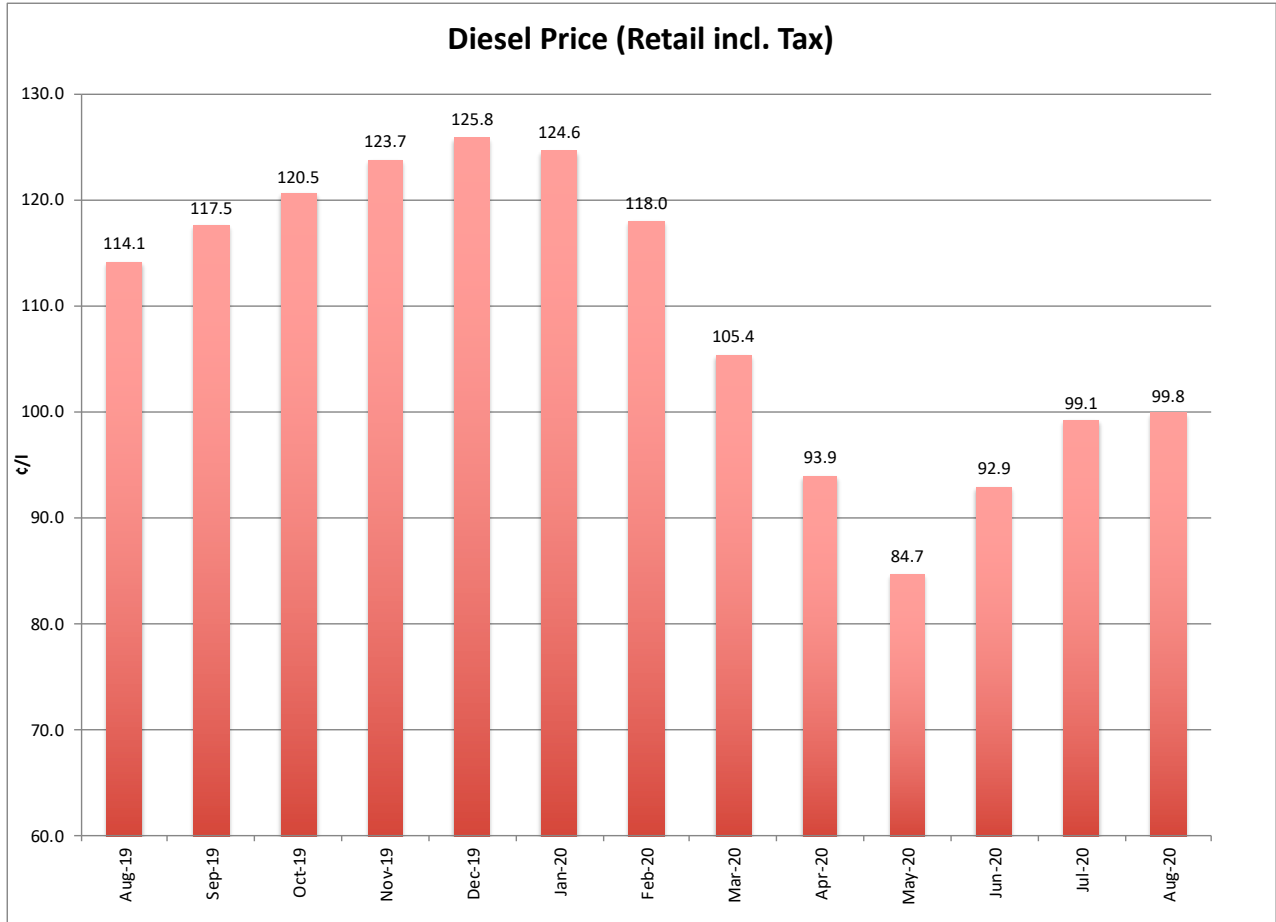
### Key takeaways

- Aluminum scrap flows have rebounded from the lows of the pandemic, though they still have not returned to normal.
- UBC availability was greatly reduced as bottle bill states suspended collection early in the pandemic, though that material is flowing again.
- Billet producers have increased their use of scrap and are in the market for 5000- and 6000-series scrap.

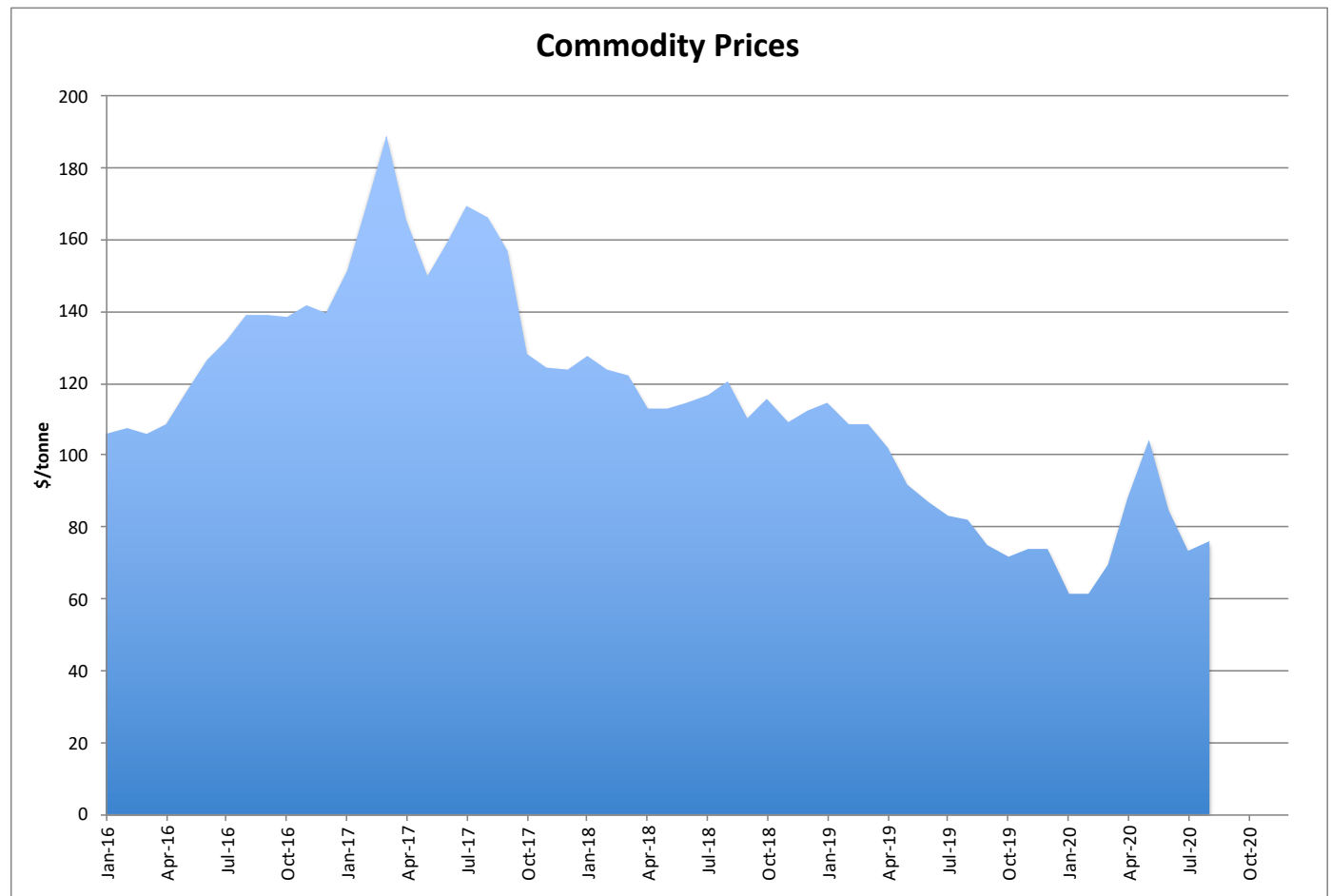
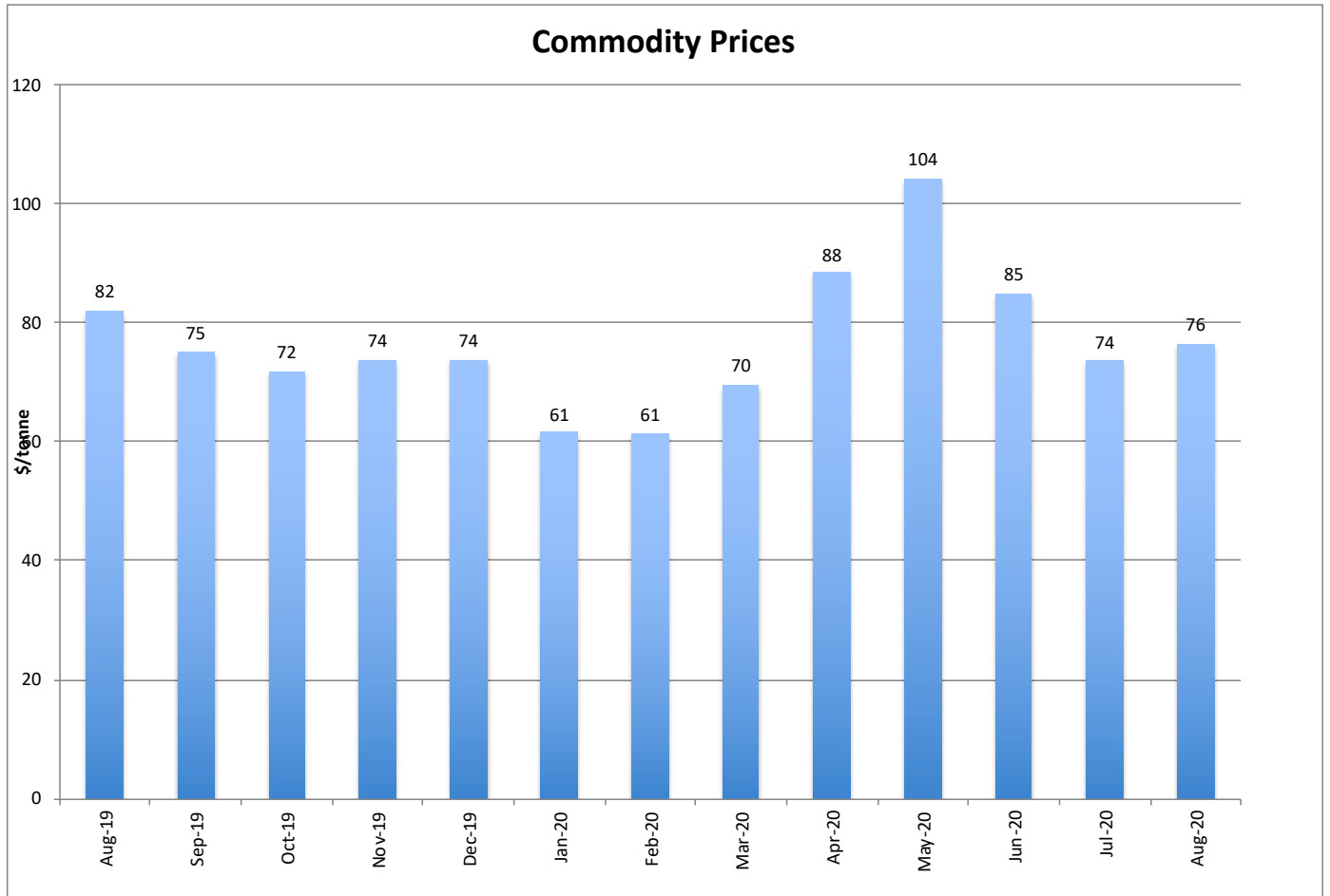
CMI President Robert Budway says the aluminum can's share of the beer and hard seltzer market grew from 60 to 67 percent during the first quarter of the year. The can's share of the overall market grew by 8 percent through March of this year, he says, though the pandemic further accelerated that growth in

Budway says CMI's members are building at least three new plants in response to growing demand for their products, though this announced capacity is expected to take 12 to 18 months before it is online. He adds that one member has accelerated its project timeline, while some CMI members are adding new lines to existing plants, and others are making enhancements to productivity.

Tariffs and geopolitics also are contributing to the uncertainty in the aluminum sector.







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

**Sent:** Wednesday, September 23, 2020 8:15 AM

**To:** Ann Wright <[wright@middlesexcentre.on.ca](mailto:wright@middlesexcentre.on.ca)>; Anna Hopkins <[ahopkins@london.ca](mailto:ahopkins@london.ca)>; Ashleigh Griffiths <[agriffit@london.ca](mailto:agriffit@london.ca)>; Brent Kittmer <[bkittmer@town.stmarys.on.ca](mailto:bkittmer@town.stmarys.on.ca)>; Carla Preston <[Cpreston@westperth.com](mailto:Cpreston@westperth.com)>; Chloe <[cseior@oxfordcounty.ca](mailto:cseior@oxfordcounty.ca)>; David Creery <[dcreery@cityofwoodstock.ca](mailto:dcreery@cityofwoodstock.ca)>; Eleanor Heagy <[HEAGYE@thamesriver.on.ca](mailto:HEAGYE@thamesriver.on.ca)>; Jenna McCartney <[jmccartney@town.stmarys.on.ca](mailto:jmccartney@town.stmarys.on.ca)>; Joan Thomson <[jthomson@stratfordcanada.ca](mailto:jthomson@stratfordcanada.ca)>; Kyle Kruger <[kkruiger@norwich.ca](mailto:kkruiger@norwich.ca)>; Lisa VanderWallen <[clerk@swox.org](mailto:clerk@swox.org)>; Lizet Scott <[lscott@perthsouth.ca](mailto:lscott@perthsouth.ca)>; London Free Press <[lfp.newsdesk@sunmedia.ca](mailto:lfp.newsdesk@sunmedia.ca)>; Michael Graves <[mgraves@ingersoll.ca](mailto:mgraves@ingersoll.ca)>; Ministry Resources <[al.murray@ontario.ca](mailto:al.murray@ontario.ca)>; Rebecca Clothier <[rclothier@perthsouth.ca](mailto:rclothier@perthsouth.ca)>; Rebekah Msuya-Collison <[clerk@southhuron.ca](mailto:clerk@southhuron.ca)>; Rodger Mordue <[rmordue@blandfordblenheim.ca](mailto:rmordue@blandfordblenheim.ca)>; Stuart Findlater <[sfindlater@thamescentre.on.ca](mailto:sfindlater@thamescentre.on.ca)>; Will Jaques <[wjaques@ezt.ca](mailto:wjaques@ezt.ca)>

**Subject:** September 29, 2020 UTRCA Board of Directors Meeting Agenda & Reports

Good morning,

Please find the draft agenda and reports for the September 29, 2020 UTRCA Board of Directors Meeting on our website: <http://thamesriver.on.ca/board-agendas-minutes/>

If you have any questions regarding the agenda, reports, or have an issue accessing the website, please don't hesitate to contact me.

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)

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

**Sent:** Wednesday, September 30, 2020 8:07 AM

**To:** Ann Wright <[wright@middlesexcentre.on.ca](mailto:wright@middlesexcentre.on.ca)>; Anna Hopkins <[ahopkins@london.ca](mailto:ahopkins@london.ca)>; Ashleigh Griffiths <[agriffit@london.ca](mailto:agriffit@london.ca)>; Brent Kittmer <[bkittmer@town.stmarys.on.ca](mailto:bkittmer@town.stmarys.on.ca)>; Carla Preston <[Cpreston@westperth.com](mailto:Cpreston@westperth.com)>; Chloe <[cseior@oxfordcounty.ca](mailto:cseior@oxfordcounty.ca)>; David Creery <[dcreery@cityofwoodstock.ca](mailto:dcreery@cityofwoodstock.ca)>; Eleanor Heagy <[HEAGYE@thamesriver.on.ca](mailto:HEAGYE@thamesriver.on.ca)>; Jenna McCartney <[jmccartney@town.stmarys.on.ca](mailto:jmccartney@town.stmarys.on.ca)>; Joan Thomson <[jthomson@stratfordcanada.ca](mailto:jthomson@stratfordcanada.ca)>; Kyle Kruger <[kkruiger@norwich.ca](mailto:kkruiger@norwich.ca)>; Lisa VanderWallen <[clerk@swox.org](mailto:clerk@swox.org)>; Lizet Scott <[lscott@perthsouth.ca](mailto:lscott@perthsouth.ca)>; London Free Press <[lfp.newsdesk@sunmedia.ca](mailto:lfp.newsdesk@sunmedia.ca)>; Michael Graves <[mgraves@ingersoll.ca](mailto:mgraves@ingersoll.ca)>; Ministry Resources <[al.murray@ontario.ca](mailto:al.murray@ontario.ca)>; Rebecca Clothier <[rclothier@perthsouth.ca](mailto:rclothier@perthsouth.ca)>; Rebekah Msuya-Collison <[clerk@southhuron.ca](mailto:clerk@southhuron.ca)>; Rodger Mordue <[rmordue@blandfordblenheim.ca](mailto:rmordue@blandfordblenheim.ca)>; Stuart Findlater <[sfindlater@thamescentre.on.ca](mailto:sfindlater@thamescentre.on.ca)>; Will Jaques <[wjaques@ezt.ca](mailto:wjaques@ezt.ca)>

**Subject:** August 25, 2020 UTRCA Board of Directors Meeting Minutes & September 29, 2020 Board Meeting Video

Good morning,

For your information, please find the Minutes of the August 25, 2020 UTRCA Board of Directors Meeting at the following website: <http://thamesriver.on.ca/board-agendas-minutes/>

The video of the September 29, 2020 UTRCA Board Meeting can be found at the following link: <https://youtu.be/jPARmlaJK5g>

If you have any questions regarding the minutes, reports, or have an issue accessing the documents on the website please don't hesitate to contact me.

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)



September 17, 2020

### **In This Issue**

- Declaration of Mutual Commitment and Friendship signed by OFIFC and AMO.
- CMHC Housing Supply Challenge.
- 3 fall dates available for AMO's Land Use Planning training.
- Provincial energy reporting link has changed.
- Investments 101 training available now.
- Cyber security in Ontario's public sector.
- Careers with Cambridge, Peterborough Police Services Board and Thunder Bay.

### **AMO Matters**

During AMO's 2020 Virtual Conference, the Declaration of Mutual Commitment and Friendship was signed by the Ontario Federation of Indigenous Friendship Centres and the AMO. The Declaration highlights the relationships and work being done to improve the quality of life of Indigenous people across Ontario's municipalities. Several municipal governments and Friendship Centres have now signed the Declaration and several more are in the process of discussing a local declaration.

### **Federal Matters**

The Housing Supply Challenge looks to increase the creation of housing supply by asking Canadians to propose innovative solutions to long-standing barriers. With up to \$300M in funding available over 5 years, the Challenge will run several rounds and fund a broad portfolio of solutions. The first round of the Challenge, data driven, is launching on October 20, 2020. Sign up for updates by visiting the Housing Supply Challenge web page.

### **Eye on Events**

AMO's Land Use Planning course offers municipal decision makers deep understanding of the principles and key elements of land use planning that inform implementing and managing the land use policy framework in Ontario. Registration details.

### **LAS**

The Ministry link for reporting energy consumption under O.Reg. 507/18 has changed. Access the new BPS Reporting Portal. This year, the deadline was extended to October 1. The Ministry is hosting a webinar on September 22 at 12 pm on the regulation and how to submit. Still have questions? Email [BPSsupport@ontario.ca](mailto:BPSsupport@ontario.ca).

### **ONE Investment**

Online Investments 101 training available till December, 2020. To register click here.

Learn about fundamentals of investing and what it means for your municipality to invest under the Legal List and Prudent Investor Standard. For inquiries, contact [one@oneinvestment.ca](mailto:one@oneinvestment.ca).

### **Municipal Wire\***

On October 1, the Cyber Security Centre of Excellence is hosting a conference that will explore current and future cyber risks to the broader public sector. Hear addresses from experts and learn how to implement best practices and build stronger cyber security profiles that protect vital information and systems. [Register for free](#).

### **Careers**

[Supervisor of Communications - City of Cambridge](#). Reports to Director of Communications. The position leads the development and execution of communications and marketing campaigns in support of the City's strategic priorities. To apply for this position visit [City of Cambridge Careers](#). This posting closes on September 25, 2020.

[Executive Assistant - Peterborough Police Services Board](#). File #20-23. Closing Date: Friday, September 25, 2020 at 4:00 p.m. Send your completed documentation to: Attention: Human Resources, Peterborough Police Service, 500 Water St., P.O. Box 2050, Peterborough, Ontario K9J 7Y4, or email to [Recruitment\\_pps@peterborough.ca](mailto:Recruitment_pps@peterborough.ca)

[Supervisor, Solid Waste Collection - City of Thunder Bay](#). Competition Number: INF-50-20. Department: Infrastructure & Operations. Reports to: Manager, Solid Waste & Recycling Services. Job Type: Full-Time. Closing Date: October 5, 2020. Application forms must reference the competition number and be [submitted to Human Resources](#) by 11:59 p.m. on the closing date.

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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](#)



September 24, 2020

### **In This Issue**

- CMHC Housing Supply Challenge.
- Space still available for AMO's Land Use Planning training.
- Energy reporting deadline: Only one week left!
- Work Order Module now part of LAS Road Service.
- Municipal Group Buying Program: Fall webinar series.
- Investments 101 training available now.
- Keeping Pace: Cyber Security in Ontario's Public Sector.
- Careers with Burlington, Ottawa, Richmond Hill, Greater Sudbury and McKellar.

### **Federal Matters**

The Housing Supply Challenge looks to increase the creation of housing supply by asking Canadians to propose innovative solutions to long-standing barriers. With up to \$300M in funding available over 5 years, the Challenge will run several rounds and fund a broad portfolio of solutions. The first round of the Challenge, data driven, is launching on October 20, 2020. Sign up for updates by visiting the [Housing Supply Challenge web page](#).

### **Eye on Events**

AMO's Land Use Planning workshop offers municipal decision makers deep understanding of the principles and key elements of land use planning that inform implementing and managing the land use policy framework in Ontario. [Register now!](#)

### **LAS**

The October 1 deadline to report your annual energy consumption is quickly approaching. The [BPS Reporting Portal](#) is still open. Email [BPSsupport@ontario.ca](mailto:BPSsupport@ontario.ca) for any questions on reporting or O.Reg. 507/18.

The [LAS Road & Sidewalk Assessment Service](#) is improving to serve you better! We've added a powerful work order module to help your municipality operate more efficiently. Check out [this week's blog post](#) and [join our webinar on October 6](#) to learn more about this exciting new tool.

The [Municipal Group Buying Program](#) has expanded a lot since its launch last year. [Check out our webinars](#) in October and November to learn more. Upcoming topics include [Playground Equipment](#), [Life-Cycle Cost Analysis](#), [Zamboni](#) and more!

**ONE Investment**

Online Investments 101 training available till December, 2020. To register [click here](#). Learn about fundamentals of investing and what it means for your municipality to invest under the Legal List and Prudent Investor Standard. For inquiries, contact [one@oneinvestment.ca](mailto:one@oneinvestment.ca).

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On October 1, the Cyber Security Centre of Excellence is hosting a conference that will explore current and future cyber risks to the broader public sector. Hear addresses from experts and learn how to implement best practices and build stronger cyber security profiles that protect vital information and systems. [Register for free](#).

**Careers**

[Corporate Fleet Business Improvement Specialist - City of Burlington](#). Job No.: RPF-123-20. Employment Status: Contract position - 8 months. Reports to: Manager, Fleet Services & Operations Centre. Posting Closing Date: October 1, 2020. To apply, please visit [Burlington Career Opportunities](#) and click on "View Jobs". Please note that applications are only accepted online.

[Director, Payroll, Pensions & Benefits - City of Ottawa](#). Department: Finance Services. Position status: 1 Full Time Continuous. Competition Number: 2020-EX-EN-53018972-01. Deadline: October 6, 2020. For more information and to apply, please visit the career site on the [City of Ottawa website](#).

[Manager, Policy and Licensing - City of Richmond Hill](#). Posting ID: 525. Department: Community Services, Community Standards Division. Job Type: Full Time. Application Deadline: October 16, 2020. For more information and to apply online, please see [Richmond Hill Employment](#).

[Director of Economic Development - City of Greater Sudbury](#). To learn more about this exciting opportunity, please visit [Current Opportunities](#) on our website. Please submit your résumé in confidence by Monday, October 19, 2020 at 4:30 p.m. by e-mail to: [hrjobs@greatersudbury.ca](mailto:hrjobs@greatersudbury.ca) or fax number: 705.688.3979. Any application received after this deadline will not be considered. Please reference the Employment Opportunity number EX20-451 on your resume.

[Chief Administrative Officer / Clerk - Township of McKellar](#). If you enjoy the outdoors, boating, swimming, fishing, hiking or just relaxing at the shore, come and immerse yourself in the beauty of Majestic McKellar; a place to call home. For a detailed candidate profile and to explore this exciting opportunity in strict confidence, email [tim@tdobbie.com](mailto:tim@tdobbie.com) or call Tim Dobbie Consulting Ltd. at 905.637.0000. To submit resumes, email [la@tdobbie.com](mailto:la@tdobbie.com) by Wednesday, October 21st, 2020.

[Treasurer / Tax Collector - Township of McKellar](#). A 20 minute drive from the Town of

Parry Sound, the Township of McKellar boasts 15 lakes and numerous rivers to beckon you back to nature and peaceful surroundings. For a detailed candidate profile and to explore this exciting opportunity in strict confidence, email [tim@tdobbie.com](mailto:tim@tdobbie.com) or call Tim Dobbie Consulting Ltd. at 905.637.0000. To submit resumes, email [la@tdobbie.com](mailto:la@tdobbie.com) by Wednesday, October 21st, 2020.

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Association of Municipalities of Ontario  
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October 1, 2020

### **In This Issue**

- Report out on September 25th AMO Board meeting.
- AMO's 2019 report on the federal Gas Tax Fund now available.
- AMO's Municipal Cyber Security Toolkit.
- Municipal Cyber Security 101 forum: What You Need to Know.
- Space still available for AMO's Land Use Planning training.
- Find untapped savings in your buildings this fall.
- Reduce costs through simple lighting upgrades.
- NEW Work Order Software under Road & Sidewalk Service.
- Municipal Group Buying Program: Fall webinar series.
- Municipal Group Buying Program: Vendor Spotlight.
- New podcast by ONE: Main Street to Bay Street.
- Investments 101 Training now available.

### **AMO Matters**

AMO President Graydon Smith [recaps the highlights](#) of the September 25, 2020 AMO Board meeting.

In 2019 municipalities in Ontario received a record \$1.6 billion in federal Gas Tax funding, supporting economic, environmental and community benefits. Learn more in [AMO's 2019 Annual Report](#).

For Cyber Security Awareness Month, AMO is pleased to release [A Municipal Cyber Security Toolkit](#). The Toolkit is designed to build cyber security knowledge as well as help members manage the risk of a potential attack with best practices and other policy considerations.

### **Eye on Events**

AMO and the Municipal Information Systems Association of Ontario (MISA-ON) are co-hosting a free Municipal Cyber Security 101 forum. [Join us on October 22, 10 am - 1.30 pm \(EDT\)](#) and learn cyber security basics, how to implement the right training, and hear from experts about how strengthening cyber security should be the default setting of your municipality.

AMO's Land Use Planning workshop offers municipal decision makers deep understanding of the principles and key elements of land use planning that inform implementing and managing the land use policy framework in Ontario. [Register](#)

now!

## **LAS**

Imagine being able to reduce your property tax increase next year. Savings are waiting to be found in your buildings. Read how four municipalities benefitted from LAS energy treasure hunt. An online version of this training is available. Contact Christian Tham.

Are you considering upgrading your lights to LED? Haldimand County is now seeing significant savings simply by calling LAS. Be sure to check out the turn-key Facility Lighting Service and contact Christian Tham for a free proposal.

The LAS Road & Sidewalk Assessment Service has expanded to include work-order functionality. This new software keeps your operations simple and efficient by helping you coordinate your many every day tasks. Join us on October 6 at 10 am to discover the possibilities of this exciting software!

The Municipal Group Buying Program helps municipalities save time and money on the products and services they buy every day. Learn more through our popular bi-weekly webinars. Register for upcoming topics including Playground Equipment, Life-Cycle Cost Analysis, and Zamboni.

Did you know that the Municipal Group Buying Program includes a technology category? CDW Canada is the preferred supplier for all your hardware, software, and technology needs. For a full list of all our suppliers and their contacts, contact Tanner today.

## **ONE Investment**

Listen to ONE Investment's new podcast, Main Street to Bay Street, to learn how to navigate planning and investing even in uncertain waters.

Online Investments 101 Training is available now. To register click here. Learn about fundamentals of investing under the Legal List and Prudent Investor Standard.

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# Activity Report

**To:** Mayor and Council  
**From:** Ron Reymer, Chief Administrative Officer  
**Report No.:** CAO-13-2020  
**Subject:** Activity Update  
**Date:** October 2<sup>nd</sup>, 2020

**MAIN STREET CROSSING GUARD (Minor Location Change):** Staff have been in discussion with the Main Street crossing guard about improving safety at the current location. It is a rather awkwardly configured intersection (Main Street/Alice St/William St). We are currently considering moving the location of the crossing further south on Main St towards Francis/Princess. This would alleviate issues with trucks turning from William and Alice St onto Main Street while better maintaining safety for both the children and the crossing guard at this location. Prior to any location change, the old pavement markings need to be removed (or painted over) and new pavement markings need to be installed.

**ANNUAL SANTA CLAUS PARADE:** It has become increasingly obvious that our annual Santa Claus parade would not be in keeping with the Provincial/Federal rules during this pandemic. In the interest of maintaining some sort of “parade” Councillor Regan came up with a proposal that, if accepted by all participants i.e. both Fire Departments, the Food Bank, the Optimists and the Lions Club, would allow for a small drive-by type of parade that could be combined with a canned goods food drive to benefit the Ailsa Craig and District Food Bank. The proposal would see one fire truck as the lead vehicle, the Ailsa Craig & District Food Bank vehicle in the middle, Santa Clause’s float and then another fire truck at the rear. This “mini parade” would snake its way around Lucan and possibly Granton on Saturday December 5<sup>th</sup> (the first Saturday in December). This way people can see the parade from their front porch/yard and leave donated canned goods in a plastic bag at the end of their driveway for collection. The Optimist and/or Lions Club members would collect the canned goods for the Food Bank. We are awaiting confirmation from all parties but are hopeful that this idea will proceed.

**MUSEUM PARKING AGREEMENT RENEWAL:** The Public Works Assistant (Julie Overholt) has been working on the renewal parking agreements governing the allocation of parking spaces on the municipally owned lands at the rear of the museum. We are working with Dave Goddard of the museum in this regard. We have an on-site

meeting next week and will be bringing the agreements forward for Council's ratification once all the other parties have signed off on them.

**COUNCIL CHAMBERS AUDIO/VIDEO UPGRADES RE: COVID-19:** The County IT department has been in to look at our Council Chamber set up with a view to allowing a hybrid type of Council meeting during this on-going pandemic and allowing for full streaming once the pandemic has been firmly put behind us. We are looking at the installation of a high definition camera, or cameras, as well as the modification of the audio system.

*Ron Reymmer*

Ronald J. Reymmer AMCT  
Chief Administrative Officer/Clerk



# Memo

**To:** Mayor and Council  
**From:** Tina Merner, Deputy Clerk  
**Subject:** Employee Code of Conduct  
**Report No.:** CL-08-2020  
**Date:** October 6, 2020

## **Background:**

An Employee Code of Conduct was established earlier this year and adopted by council on June 16, 2020. At the September 1, 2020 council meeting concerns were raised regarding Section 36 of the policy and what recourse is available for the public should they not be satisfied with the response given by management staff regarding a complaint about an employee. Council passed a motion to re-open the Code of Conduct and directed staff to seek further legal advice regarding the concerns raised by Council.

## **Analysis:**

Staff consulted with municipal solicitor David Woodward, regarding the concerns of council. Mr. Woodward provided an in-depth review of the Employee Code of Conduct and available recourse to a member of the public with respect to a complaint of harassment by an employee/representative of the Township. Mr. Woodward's comments are summarized as follows:

1. The Code of Conduct does not provide a manner of recourse to a member of the public if that person disagrees with the decision of the Township with respect to a complaint of harassment by an employee/representative, however, members of the public may make a complaint under the Code of Conduct, as per Section 36 a).
2. The Township likely does have certain obligations to members of the public pursuant to the OHSA if that member of the public has alleged harassment by an employee contrary to the provisions of the OHSA.
3. The procedural guidelines for providing how an investigation will proceed with respect to allegations of harassment are better dealt with in a separate anti-discrimination and anti-harassment policy and those policies do not normally provide a right of internal appeal, although the Courts may become involved in serious circumstances.
4. Policies relating to harassment and anti-discrimination would be most applicable to address public complaints that are of a serious nature.
5. In matters of a serious nature, actions by an employee towards a member of the public that may be actionable can be brought before the Courts. Nothing in the Code of Conduct prevents a member of the public from doing so.

Mr. Woodward advised against revising the Code of Conduct to provide a right of internal appeal for a member of the public if they are unhappy with how their complaint was handled and that policies relating to harassment and anti-discrimination would be most applicable to address public complaints that are of a serious nature. He further advised against including an internal right of appeal in these additional policies as the Township should be careful about creating a process for all public complaints that are adversarial and litigious. Mr. Woodward further noted Section 38 of the current policy states that complaints regarding contravention of the Employee Code of Conduct must be in writing, and may be made by any person, including employees and members of Council. Complaints must be filed with the Chief Administrative Officer. With respect to enforcement, Mr. Woodward noted the Code is permissive and leaves it to the CAO to determine what actions, if any, the CAO deems appropriate including conducting an investigation.

The Respect in Workplace (Harassment and Violence) policy was reviewed and adopted by Council on June 16, 2020. This policy is an internal document which covers any form of discrimination, harassment or violence in the workplace and further applies to any location in which an employee is engaged in work-related activities. The policy outlines the reporting and investigation procedure. Mr. Woodward has advised that the function of any anti-harassment or anti-discrimination policy is to set out the requirement of the Township to take all reasonable steps to eliminate harassment and discrimination in the workplace and should be separate policies from the Code of Conduct because they should outline how a complaint is going to be investigated, and any other procedural steps involved.

In developing the Respect in Workplace (Harassment and Violence) policy earlier this year, staff can advise that the Township's policy is similar to those in place with lower-tier municipalities within the County and that advice from Cindy McNair and the County of Middlesex HR department was received. Staff has referred back to referencing material from colleagues and can advise that the majority of Middlesex lower-tier municipalities have the similar Respect in Workplace combined Harassment and Violence policy in place without further additional anti-discrimination and anti-harassment policies.

**Impact to Budget:**

Incurred costs to legal and consultant line item of the budget.

**Strategic Plan:**

This matter aligns with the following strategic priority:

Strategic Direction One – Goal #3, Action #4: Actively instill a positive workplace environment and culture at the Township and pride in the community

**Recommendation:**

That Council close the Employee Code of Conduct without any further revisions. And further that council provide direction to staff should they wish to pursue further review and advice from our municipal solicitor in regards to the Respect in Workplace (Harassment and Violence) policy.

*Tina Merner*

Tina Merner  
Deputy Clerk



# Memo

**To:** Mayor and Council  
**From:** Kathryn Langendyk, Treasurer  
**Report #:** FIN-12-2020  
**Subject:** Budget to Actual September 2020  
**Date:** October 6, 2020

## **BACKGROUND:**

Council approved the 2020 budget on March 3, 2020.

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

## **DISCUSSION:**

The financial operational results to September 30, 2020 are provided in the attached report (unaudited). The 2020 budget, as passed by Council, is included for comparison. Capital is not included in this report (except in water & sewer) as capital fund balances are not reconciled until year end and are fully funded from grants, donations, development charges, and reserves.

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

- Some asset and liability accounts are not reconciled until year end, i.e. long term debt, reserves, development charges;
- Account variances will exist due to timing of events and seasonal fluctuations;
- Some expense account postings are not allocated until year end, i.e. interdepartmental allocations, salary allocations, surplus allocations to reserves, funding of operational items from reserves;
- Capital entries, including reserve allocations are prepared at year end;
- Audit entries to be completed at year end
- COVID-19 impacts are continuing.



**STRATEGIC PLAN:**

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

**RECOMMENDATION:**

THAT council receive this report for information.

**ATTACHMENTS:**

Budget to Actual September 30, 2020

Respectfully submitted by:

*Kathryn Langendyk*

Kathryn Langendyk  
Treasurer

Summary of Budget to Actual  
as at September 30, 2020

**GENERAL GOVERNMENT**

	Actual	Budget	% Used
<i>Revenue</i>			
Taxation	4,651,859	4,661,299	100%
Grants	348,943	472,500	74%
User Fees/ Permits	659,296	658,142	100%
Fines/Penalties	60,474	102,250	59%
Other Sources	84,789	278,961	30%
<b>Total Revenue</b>	<b>\$ 5,805,362</b>	<b>\$ 6,173,152</b>	<b>94%</b>

*Expenses*

Council	71,206	111,836	64%
Administration	641,146	1,006,112	64%
Protective Services	612,112	1,143,052	54%
Public Works - Roads	764,646	1,159,380	66%
Waste/Recycling	288,565	393,329	73%
Parks & Rec Levy	563,279	873,279	65%
Drains	17,196	189,709	9%
Reserves	-	1,153,955	0%
Other	79,674	142,500	56%
<b>Total Expenses</b>	<b>\$ 3,037,825</b>	<b>\$ 6,173,152</b>	<b>49%</b>

**WATER SYSTEM**

	Actual	Budget	% Used
<i>Revenue</i>	\$ 645,461	\$ 1,357,125	48%
<i>Expenses</i>	\$ 962,614	\$ 1,357,125	71%

**SEWER SYSTEM**

	Actual	Budget	% Used
<i>Revenue</i>	\$ 836,332	\$ 1,787,824	47%
<i>Expenses</i>	\$ 585,604	\$ 1,787,824	33%

**PARKS & RECREATION**

	Actual	Budget	% Used
<i>Revenue</i>			
Ice Rentals	\$ 97,683	\$ 293,000	33%
Canteen & Bar	\$ 11,199	\$ 64,000	17%
Township Levy	\$ 563,279	\$ 563,279	100%
Pool	\$ 144	\$ 17,000	1%
Hall & Grounds Rental	\$ 32,315	\$ 72,725	44%
Programs	\$ 5,796	\$ 57,300	10%
Other	\$ 14,413	\$ 51,852	28%
<b>Total Revenue</b>	<b>\$ 724,828</b>	<b>\$ 1,119,156</b>	<b>65%</b>

*Expenses*

Maintenance	\$ 45,449	\$ 97,500	47%
Administration	\$ 371,605	\$ 652,281	57%
Programs	\$ 3,782	\$ 15,475	24%
Liquor	\$ 2,790	\$ 22,000	13%
Utilities	\$ 72,432	\$ 205,400	35%
Parks	\$ 23,738	\$ 49,500	48%
Miscellaneous	\$ 41,261	\$ 77,000	54%
<b>Total Expenses</b>	<b>\$ 561,057</b>	<b>\$ 1,119,156</b>	<b>50%</b>

**General Ledger**  
**Annual Department Budget vs. Actual Comparison Report**  
 Fiscal Year Ending: DEC 31,2020 - From Period 1 To Period 9 Ending SEP 30,2020

Account	Description	Previous Year Total		Current Year To Date	
		Actual	Budget	Actual	Budget Pct Used Total Budget
<b>Fund: 00 GENERAL - OPERATING</b>					
<b>Category: 0???</b>					
<b>0005 TAXATION</b>					
<b>Revenue</b>					
00-0005-4000	TAXATION CLEARING ACCOUNT	76,875.70	75,000.00	66,202.14	88.27 75,000.00
00-0005-4001	GENERAL-TWP	4,135,219.45	4,136,887.00	4,567,584.17	100.00 4,567,581.00
00-0005-4002	NOSUPPORT	0.00	0.00	0.00	0.00 0.00
00-0005-4003	COUNTY	2,586,859.81	0.00	2,886,050.07	0.00 0.00
00-0005-4004	ENGLISHPUBLIC	1,140,514.17	0.00	1,183,998.64	0.00 0.00
00-0005-4005	ENGLISHSEPARATE	227,845.74	0.00	235,682.64	0.00 0.00
00-0005-4006	FRENCHPUBLIC	4,509.99	0.00	4,140.78	0.00 0.00
00-0005-4007	FRENCHSEPARATE	7,444.08	0.00	7,250.07	0.00 0.00
00-0005-4008	SEWAGEANDWATER-10YEAR	750.54	750.54	0.00	0.00 0.00
00-0005-4009	CF PROPERTY TAX RECOVERIES	20,530.19	20,530.00	18,072.76	96.55 18,718.00
<b>Total Revenue</b>		<b>8,200,549.67</b>	<b>4,233,167.54</b>	<b>8,968,981.27</b>	<b>192.41 4,661,299.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>8,200,549.67</b>	<b>4,233,167.54</b>	<b>8,968,981.27</b>	<b>192.41 4,661,299.00</b>
<b>0010 GRANT-IN-LIEU</b>					
<b>Revenue</b>					
00-0010-4053	ONTARIOHYDRO	0.00	314.00	0.00	0.00 0.00
<b>Total Revenue</b>		<b>0.00</b>	<b>314.00</b>	<b>0.00</b>	<b>0.00 0.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>0.00</b>	<b>314.00</b>	<b>0.00</b>	<b>0.00 0.00</b>
<b>0015 PROVINCIAL GRANTS</b>					
<b>Revenue</b>					
00-0015-4100	ONTARIO MUNICIPAL PARTNERSI	449,900.00	449,900.00	341,625.00	75.00 455,500.00
00-0015-4105	SITE CERTIFICATION GRANT	3,366.53	0.00	0.00	0.00 0.00
00-0015-4110	MMAH EFFICIENCY GRANT	453,994.00	453,994.00	0.00	0.00 0.00
00-0015-4115	CANNABIS IMPLEMENTATION FU	15,000.00	10,000.00	0.00	0.00 0.00
<b>Total Revenue</b>		<b>922,260.53</b>	<b>913,894.00</b>	<b>341,625.00</b>	<b>75.00 455,500.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>922,260.53</b>	<b>913,894.00</b>	<b>341,625.00</b>	<b>75.00 455,500.00</b>
<b>0020 DRAIN GRANTS</b>					
<b>Revenue</b>					
00-0020-4104	MUNICIPALDRAINGRANTS	0.00	3,000.00	0.00	0.00 4,000.00
<b>Total Revenue</b>		<b>0.00</b>	<b>3,000.00</b>	<b>0.00</b>	<b>0.00 4,000.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>0.00</b>	<b>3,000.00</b>	<b>0.00</b>	<b>0.00 4,000.00</b>
<b>0025 OTHER GRANTS</b>					
<b>Revenue</b>					
00-0025-4151	OPP CSPT GRANT	0.00	0.00	0.00	0.00 0.00
00-0025-4153	FCM AMP GRANT	0.00	0.00	0.00	0.00 0.00
00-0025-4166	COUNTY CONNECTINGLINK	8,155.73	8,000.00	4,118.24	51.48 8,000.00
00-0025-4171	CANADA DAY GRANT	5,000.00	5,000.00	3,200.00	64.00 5,000.00
00-0025-4180	FEDERAL GAS TAX	0.00	0.00	0.00	0.00 0.00
00-0025-4196	Main Street Crosswalk Conversion	0.00	0.00	0.00	0.00 0.00

**General Ledger**  
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Account	Description	Previous Year Total		Current Year To Date	Budget Pct Used	Total Budget
		Actual	Budget	Actual		
00-0025-4197	MAIN ST REVITALIZATION	14,106.19	14,317.85	0.00	0.00	0.00
	<b>Total Revenue</b>	27,261.92	27,317.85	7,318.24	56.29	13,000.00
	<b>Dept Excess Revenue Over (Under) Expenditures</b>	27,261.92	27,317.85	7,318.24	56.29	13,000.00
<b>0030</b>	<b>OTHER MUNICIPAL RECEIPTS</b>					
	<b>Revenue</b>					
00-0030-4203	SWEEPINGCOUNTYROADS	0.00	0.00	0.00	0.00	0.00
	<b>Total Revenue</b>	0.00	0.00	0.00	0.00	0.00
	<b>Dept Excess Revenue Over (Under) Expenditures</b>	0.00	0.00	0.00	0.00	0.00
<b>0035</b>	<b>PLANNING &amp; ZONING FEES</b>					
	<b>Revenue</b>					
00-0035-4351	ZONING&PLANNINGAMENDMENT:	15,325.00	10,000.00	18,700.00	187.00	10,000.00
00-0035-4352	MINORVARIANCES	1,000.00	6,000.00	3,000.00	100.00	3,000.00
00-0035-4354	SEVERANCES	5,000.00	7,500.00	16,500.00	330.00	5,000.00
00-0035-4360	SITEPLANAGREEMENT	4,000.00	10,000.00	500.00	6.67	7,500.00
00-0035-4361	DEVELOPMENT AGREEMENT	0.00	0.00	7,987.00	0.00	0.00
00-0035-4362	DRAFT PLAN APPROVAL	0.00	0.00	5,000.00	0.00	0.00
00-0035-4565	TAXCERTIFICATES&ZONING	11,308.00	12,000.00	8,275.00	68.96	12,000.00
	<b>Total Revenue</b>	36,633.00	45,500.00	59,962.00	159.90	37,500.00
	<b>Dept Excess Revenue Over (Under) Expenditures</b>	36,633.00	45,500.00	59,962.00	159.90	37,500.00
<b>0040</b>	<b>LICENCES &amp; PERMITS</b>					
	<b>Revenue</b>					
00-0040-4401	LOTTERY LICENCES	210.00	120.00	4,495.00	2,247.50	200.00
00-0040-4403	DOG LICENCES	14,880.00	15,000.00	15,180.00	84.33	18,000.00
00-0040-4405	BUILDINGPERMITS&FEES	201,805.44	130,000.00	130,625.55	87.08	150,000.00
00-0040-4415	BURIAL&MARRIAGE LICENCES	4,183.00	5,000.00	1,456.00	29.12	5,000.00
	<b>Total Revenue</b>	221,078.44	150,120.00	151,756.55	87.62	173,200.00
	<b>Dept Excess Revenue Over (Under) Expenditures</b>	221,078.44	150,120.00	151,756.55	87.62	173,200.00
<b>0045</b>	<b>USERFEES &amp; RENTAL FEES</b>					
	<b>Revenue</b>					
00-0045-4009	GARBAGE LEVY	199,277.98	200,000.00	226,071.41	103.94	217,500.00
00-0045-4010	RECYCLINGLEVY	138,877.88	141,000.00	159,579.60	101.19	157,700.00
00-0045-4011	SPRING CLEAN-UP RECOVERIES	0.00	0.00	0.00	0.00	0.00
00-0045-4501	MUNICIPALDRAINS	0.00	0.00	0.00	0.00	0.00
00-0045-4505	SALEOFEQUIPMENT	0.00	0.00	0.00	0.00	0.00
00-0045-4518	RENTAL PROPERTY - EMS	24,065.79	24,065.68	18,209.73	74.92	24,306.52
00-0045-4519	LIBRARY RENT-FROM COUNTY	31,268.83	31,268.83	23,897.22	74.95	31,885.73
00-0045-4523	QPA SOLAR REVENUE	3,750.00	3,750.00	2,812.50	75.00	3,750.00
00-0045-4655	ADMINISTRATIVE FEES	9,099.63	12,000.00	7,880.35	65.67	12,000.00
00-0045-4656	PUBLIC WORKS REVENUES	1,509.56	300.00	9,126.96	3,042.32	300.00
	<b>Total Revenue</b>	407,849.67	412,384.51	447,577.77	100.03	447,442.25
	<b>Dept Excess Revenue Over (Under) Expenditures</b>	407,849.67	412,384.51	447,577.77	100.03	447,442.25
<b>0050</b>	<b>TILE DRAIN LOANS</b>					

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Account	Description	Previous Year Total Actual	Budget	Current Year To Date Actual	Budget Pct Used	Total Budget
<b>Revenue</b>						
00-0050-4700	TILELOAN-PAYMENTSRECEIVED	13,709.08	13,709.00	13,709.08	100.00	13,709.08
<b>Total Revenue</b>		13,709.08	13,709.00	13,709.08	100.00	13,709.08
<b>Dept Excess Revenue Over (Under) Expenditures</b>		13,709.08	13,709.00	13,709.08	100.00	13,709.08
<b>0060 FINES/PENALTIES</b>						
<b>Revenue</b>						
00-0060-4525	PENALTY&INTERESTONTAXES	86,397.15	70,000.00	56,152.07	70.19	80,000.00
00-0060-4526	INTEREST ON OVERDUE A/R	(1.42)	250.00	3,178.08	1,271.23	250.00
00-0060-4575	PARKINGFINES	2,482.75	2,000.00	1,143.50	57.18	2,000.00
00-0060-4660	P.O.A.	14,855.57	20,000.00	0.00	0.00	20,000.00
<b>Total Revenue</b>		103,734.05	92,250.00	60,473.65	59.14	102,250.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		103,734.05	92,250.00	60,473.65	59.14	102,250.00
<b>0080 OTHERREVENUE</b>						
<b>Revenue</b>						
00-0080-4271	COMMISSIONER FEES	1,680.00	2,000.00	890.00	59.33	1,500.00
00-0080-4272	EDC PROCEEDS	2,663.42	2,500.00	4,000.00	160.00	2,500.00
00-0080-4273	BACONFEST REVENUE	92,562.40	90,000.00	620.00	0.69	90,000.00
00-0080-4274	Industrial Park Sales	363,307.97	0.00	(1,950.00)	0.00	0.00
00-0080-4275	CANADA DAY	2,831.03	2,000.00	0.00	0.00	2,000.00
00-0080-4355	L.S. LOAN INTEREST	0.00	0.00	0.00	0.00	0.00
00-0080-4356	DEVELOPER CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
00-0080-4531	BANKINTEREST	74,175.59	50,000.00	26,176.44	30.80	85,000.00
00-0080-4532	BANK INTEREST- DEV CHARGES	17,077.40	0.00	12,576.47	0.00	0.00
00-0080-4535	MISCELLANEOUSREVENUE	15,250.52	10,000.00	668.76	6.69	10,000.00
00-0080-4537	CASH IN LIEU OF PARKLAND	0.00	1,000.00	4,000.00	80.00	5,000.00
00-0080-4539	TRANSFER ADM. RESERVE	20,343.48	0.00	0.00	0.00	0.00
00-0080-4550	DONATIONS	0.00	0.00	0.00	0.00	0.00
00-0080-4555	WINTER MAINTENANCE/OTHER R	9,285.98	10,000.00	8,178.72	81.79	10,000.00
00-0080-4558	TRANSFER FROM DEV CHARGES	61,240.07	40,000.00	0.00	0.00	40,000.00
00-0080-4560	COMMUNICATIONTOWER-M.O.H.	1,000.00	1,000.00	1,000.00	100.00	1,000.00
00-0080-4563	TRANSFER FROM EFF RESERVE	0.00	0.00	0.00	0.00	3,332.00
00-0080-4648	L.B. FIRE - ADMIN. SUPPORT	1,040.00	1,040.00	1,060.00	100.00	1,060.00
00-0080-4649	B.B. FIRE - ADMIN. SUPPORT	1,040.00	1,040.00	1,060.00	100.00	1,060.00
00-0080-4650	LUCANWATER-RECOVERIES	6,250.00	6,250.00	6,400.00	100.00	6,400.00
00-0080-4655	LUCANSEWER-RECOVERIES	6,250.00	6,250.00	6,400.00	100.00	6,400.00
<b>Total Revenue</b>		675,997.86	223,080.00	71,080.39	26.80	265,252.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		675,997.86	223,080.00	71,080.39	26.80	265,252.00
<b>Category Excess Revenue Over (Under) Expenditures</b>		10,609,074.22	6,114,736.90	10,122,483.95	163.98	6,173,152.33

Category: 1???

**1010 COUNCIL**

**Expense**

00-1010-4910	COUNCILSALARIES/MEETINGS	96,027.08	82,714.00	64,036.44	70.93	90,286.00
00-1010-4930	COUNCILEXPENSES	10,926.34	12,500.00	3,230.23	21.53	15,000.00

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Account	Description	Previous Year Total		Current Year To Date	
		Actual	Budget	Actual	Budget Pct Used Total Budget
00-1010-5030	CPP	3,626.89	2,000.00	2,690.44	56.64 4,750.00
00-1010-5034	EMPLOYERHEALTHTAX	1,815.76	1,625.00	1,248.68	69.37 1,800.00
<b>Total Expense</b>		<b>112,396.07</b>	<b>98,839.00</b>	<b>71,205.79</b>	<b>63.67 111,836.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>(112,396.07)</b>	<b>(98,839.00)</b>	<b>(71,205.79)</b>	<b>63.67 (111,836.00)</b>
<b>1020 ADMINISTRATION</b>					
<b>Expense</b>					
00-1020-5010	SALARIES	396,914.69	375,000.00	333,535.77	70.51 473,000.00
00-1020-5030	CPP&EI	20,273.63	19,500.00	19,851.65	82.72 24,000.00
00-1020-5031	GROUPINSURANCE	24,888.48	25,000.00	18,737.87	74.95 25,000.00
00-1020-5033	WSIB	14,748.56	12,000.00	9,478.94	70.21 13,500.00
00-1020-5034	EMPLOYERHEALTHTAX	9,041.83	7,300.00	6,659.00	72.19 9,224.00
00-1020-5035	OMERS	35,804.43	37,605.00	34,500.64	70.41 49,000.00
00-1020-5040	ADVERTISING&PROMOTION	11,467.83	15,000.00	799.65	5.33 15,000.00
00-1020-5041	CANADA DAY EXPENSE	12,625.43	13,000.00	2,785.62	21.43 13,000.00
00-1020-5045	ECONOMIC DEVELOPMENT	76,542.32	64,000.00	67,534.64	105.52 64,000.00
00-1020-5046	BACONFEST EXPENSES	80,155.86	75,000.00	2,881.90	3.84 75,000.00
00-1020-5047	MAIN ST REVITALIZATION	14,223.11	15,000.00	0.00	0.00 0.00
00-1020-5050	HEAT	1,886.17	2,000.00	1,117.26	55.86 2,000.00
00-1020-5055	HYDRO	4,947.99	6,750.00	2,736.61	40.54 6,750.00
00-1020-5060	TELEPHONE/INTERNET	6,307.22	7,000.00	9,221.25	76.84 12,000.00
00-1020-5070	AUDIT	22,132.64	12,000.00	9,667.20	80.56 12,000.00
00-1020-5080	BANK/PAYROLLCHARGES	6,159.02	6,300.00	3,839.80	60.95 6,300.00
00-1020-5081	PENNY ROUNDING ACCOUNT	(2.97)	0.00	(1.17)	0.00 0.00
00-1020-5085	MILEAGE EXPENSE	1,961.14	3,000.00	473.08	15.77 3,000.00
00-1020-5090	INSURANCE	29,033.63	29,000.00	22,341.73	72.07 31,000.00
00-1020-5100	OFFICESUPPLIES	14,432.93	14,000.00	8,705.76	62.18 14,000.00
00-1020-5105	POSTAGE	17,170.86	21,000.00	10,570.53	50.34 21,000.00
00-1020-5115	COMPUTER - KEYSTONE	13,012.17	14,000.00	14,449.45	103.21 14,000.00
00-1020-5150	CARETAKER	5,684.67	6,500.00	3,724.41	57.30 6,500.00
00-1020-5160	REPAIR&MTC(BLDG.&EQUIP)	9,385.47	7,500.00	7,197.80	95.97 7,500.00
00-1020-5180	PIL TAXES	0.00	0.00	0.00	0.00 0.00
00-1020-5190	MEMBERSHIPS&SUBSCRIPTIONS	5,490.70	6,000.00	4,059.01	67.65 6,000.00
00-1020-5192	ASSET MANAGEMENT EXPENSE	3,765.12	2,500.00	0.00	0.00 3,000.00
00-1020-5200	RENTALS-PostageMachine	1,465.20	1,600.00	1,062.71	66.42 1,600.00
00-1020-5215	TRAINING&CONFERENCES	9,764.87	9,000.00	2,110.23	19.18 11,000.00
00-1020-5235	LEGAL&CONSULTANTS	50,968.95	50,000.00	13,379.61	26.76 50,000.00
00-1020-5240	DONATIONS	1,050.00	2,500.00	200.00	8.00 2,500.00
00-1020-5260	ELECTION	1,641.47	0.00	1,241.47	99.32 1,250.00
00-1020-5300	EFFICIENCY FUND PROJECTS	8,087.40	0.00	6,614.40	198.51 3,332.00
00-1020-5400	MISCELLANEOUS	1,741.04	1,500.00	76.11	5.07 1,500.00
00-1020-9125	COMPUTER UPGRADES/MAINTEN	19,968.37	27,000.00	21,593.04	74.06 29,156.00
<b>Total Expense</b>		<b>932,740.23</b>	<b>887,555.00</b>	<b>641,145.97</b>	<b>63.73 1,006,112.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>(932,740.23)</b>	<b>(887,555.00)</b>	<b>(641,145.97)</b>	<b>63.73 (1,006,112.00)</b>
<b>Category Excess Revenue Over (Under) Expenditures</b>		<b>(1,045,136.30)</b>	<b>(986,394.00)</b>	<b>(712,351.76)</b>	<b>63.72 (1,117,948.00)</b>

Category: 2???

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Account	Description	Previous Year Total		Current Year To Date	
		Actual	Budget	Actual	Budget Pct Used Total Budget
<b>2010 FIRE</b>					
<b>Expense</b>					
00-2010-5640	FIRE-LUCANBIDDULPH	155,423.00	155,423.00	81,597.00	50.00 163,194.00
00-2010-5641	FIRE-BIDDULPHBLANCHARD	90,566.00	90,566.00	46,642.00	49.05 95,094.00
<b>Total Expense</b>		<b>245,989.00</b>	<b>245,989.00</b>	<b>128,239.00</b>	<b>49.65 258,288.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>(245,989.00)</b>	<b>(245,989.00)</b>	<b>(128,239.00)</b>	<b>49.65 (258,288.00)</b>
<b>2020 POLICING</b>					
<b>Expense</b>					
00-2020-5650	POLICING	616,721.59	626,405.00	374,347.71	57.17 654,838.00
<b>Total Expense</b>		<b>616,721.59</b>	<b>626,405.00</b>	<b>374,347.71</b>	<b>57.17 654,838.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>(616,721.59)</b>	<b>(626,405.00)</b>	<b>(374,347.71)</b>	<b>57.17 (654,838.00)</b>
<b>2030 PROTECTIVE/INSPECTION CONTROL</b>					
<b>Expense</b>					
00-2030-5667	LIVESTOCKEVALUATORS-SALARI	738.47	750.00	0.00	0.00 764.00
00-2030-5669	LIVESTOCKEVALUATORS-CLAIMS	0.00	1,500.00	0.00	0.00 0.00
00-2030-5705	BUILDINGINSPECTOR	51,676.71	72,000.00	21,964.82	30.51 72,000.00
00-2030-5730	BUILDINGINSP-EXPENSES	3,294.84	7,500.00	1,754.82	23.40 7,500.00
00-2030-5735	HEALTH&SAFETY	450.00	3,000.00	0.00	0.00 20,000.00
00-2030-5740	CYBER SECURITY	0.00	0.00	0.00	0.00 2,000.00
00-2030-5745	COVID-19	0.00	0.00	19,288.37	0.00 0.00
00-2030-5810	BY-LAWOFFICER-SALARIES	11,090.72	8,500.00	7,816.15	85.58 9,133.00
00-2030-5830	BY-LAWOFFICER-EXPENSES	1,394.18	2,000.00	622.71	31.14 2,000.00
00-2030-5930	ANIMALCONTROL-EXPENSES	1,902.91	1,000.00	0.00	0.00 10,000.00
00-2030-5940	CROSSINGGUARD	16,752.11	15,350.00	3,045.23	27.68 11,000.00
00-2030-5960	CRESTS,AWARDS&DINNERS	2,764.60	3,000.00	871.06	21.78 4,000.00
<b>Total Expense</b>		<b>90,064.54</b>	<b>114,600.00</b>	<b>55,363.16</b>	<b>40.00 138,397.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>(90,064.54)</b>	<b>(114,600.00)</b>	<b>(55,363.16)</b>	<b>40.00 (138,397.00)</b>
<b>2040 CONSERVATION AUTHORITY</b>					
<b>Expense</b>					
00-2040-5950	ABCA	73,297.00	73,298.00	37,941.00	50.00 75,882.00
00-2040-5951	UTRCA	14,920.00	14,920.00	16,221.00	103.67 15,647.00
<b>Total Expense</b>		<b>88,217.00</b>	<b>88,218.00</b>	<b>54,162.00</b>	<b>59.17 91,529.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>(88,217.00)</b>	<b>(88,218.00)</b>	<b>(54,162.00)</b>	<b>59.17 (91,529.00)</b>
<b>Category Excess Revenue Over (Under) Expenditures</b>		<b>(1,040,992.13)</b>	<b>(1,075,212.00)</b>	<b>(612,111.87)</b>	<b>53.55 (1,143,052.00)</b>

Category: 3???

**3010 ROADWAYS**

**Expense**

00-3010-5010	SALARIES	191,675.41	215,600.00	170,504.30	63.62 268,000.00
00-3010-5030	CPP&EI	10,311.65	11,250.00	10,007.78	83.40 12,000.00
00-3010-5031	GROUINSURANCE	20,552.05	21,750.00	16,639.98	76.51 21,750.00
00-3010-5032	SAVINGSPLAN(RSP)	3,944.92	4,047.16	3,051.05	72.31 4,219.50

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		Actual	Budget	Actual	Budget Pct Used Total Budget
00-3010-5033	WSIB	6,181.81	7,000.00	4,838.81	56.93 8,500.00
00-3010-5034	EMPLOYERHEALTHTAX	4,322.38	4,250.00	3,775.91	72.25 5,226.00
00-3010-5035	OMERS	11,439.71	13,700.00	14,691.66	76.12 19,300.00
00-3010-5050	HEAT	3,956.51	5,000.00	2,918.91	58.38 5,000.00
00-3010-5055	HYDRO	6,299.22	7,500.00	3,901.70	52.02 7,500.00
00-3010-5060	TELEPHONE	3,302.08	4,500.00	2,352.35	52.27 4,500.00
00-3010-5090	INSURANCE	22,185.96	20,200.00	18,772.80	92.93 20,200.00
00-3010-6040	WORKCLOTHES	1,851.37	2,750.00	1,099.18	39.97 2,750.00
00-3010-6080	R&M-COMMUNICATIONSSYSTEM	0.00	0.00	0.00	0.00 0.00
00-3010-6090	RADIOLICENCES	905.00	1,000.00	924.92	92.49 1,000.00
00-3010-6091	ONE-CALL LOCATES	1,583.67	2,000.00	1,161.40	58.07 2,000.00
00-3010-6135	R&M-PUBLICWORKSBUILDINGS	5,025.87	8,000.00	3,253.10	40.66 8,000.00
00-3010-6138	2015 FREIGHTLINER	13,680.69	7,500.00	1,793.73	17.94 10,000.00
00-3010-6139	R&M - UTILITY 1 TON 2014 J.R.	607.23	2,000.00	1,646.38	82.32 2,000.00
00-3010-6143	R&M-CHIPPER	0.00	500.00	286.69	57.34 500.00
00-3010-6146	R&M-MTTRACKLESS08-SIDEWALK	1,497.57	2,000.00	670.26	33.51 2,000.00
00-3010-6149	2013 WESTERN STAR PLOW	8,055.49	5,000.00	5,645.51	75.27 7,500.00
00-3010-6150	2011 GMC - FLOWER TRUCK	1,110.15	750.00	160.85	21.45 750.00
00-3010-6152	2013 GMC J.D.	2,110.29	1,200.00	244.23	20.35 1,200.00
00-3010-6156	R&M-2008GRADER	21,172.31	23,000.00	5,636.77	56.37 10,000.00
00-3010-6157	R&M-2012 BACKHOE	2,562.42	3,000.00	424.78	14.16 3,000.00
00-3010-6160	VEHICLEPERMITS	6,199.26	6,500.00	0.00	0.00 7,000.00
00-3010-6161	2017 RAM - PW Manager	898.41	750.00	162.82	21.71 750.00
00-3010-6162	2017 FREIGHTLINER	514.70	1,500.00	1,039.03	69.27 1,500.00
00-3010-6180	EQUIPMENT RENTAL	152.63	2,000.00	187.05	9.35 2,000.00
00-3010-6190	GASOLINE	9,133.78	16,000.00	4,321.25	27.01 16,000.00
00-3010-6195	DIESEL-CLEAR	21,685.27	27,000.00	12,065.50	44.69 27,000.00
00-3010-6196	DIESEL-COLOURED	17,580.39	23,000.00	9,789.96	42.57 23,000.00
00-3010-6197	GREASE/OIL	50.56	1,500.00	2,609.29	173.95 1,500.00
00-3010-6200	TOOLS&SHOPSUPPLIES	6,031.18	12,000.00	13,510.63	112.59 12,000.00
00-3010-6215	SIDEWALKS&CURBCUTS	9,769.93	30,000.00	10,652.68	35.51 30,000.00
00-3010-6225	STREET,ROAD&911SIGNS	3,368.78	12,500.00	10,346.72	82.77 12,500.00
00-3010-6260	MEMBERSHIPS/TRAINING	5,147.26	4,000.00	3,003.79	50.06 6,000.00
00-3010-6300	MISC.EXPENSE	381.23	500.00	586.14	117.23 500.00
00-3010-6326	BRIDGE MAINTENANCE	610.56	3,000.00	3,459.84	24.71 14,000.00
00-3010-6330	ROADSIDE DRAINAGE	0.00	0.00	14,735.10	73.68 20,000.00
00-3010-6335	CULVERT REPLACEMENT	28.36	0.00	10,630.31	53.15 20,000.00
00-3010-6515	MAINTENANCE	184,088.82	5,000.00	0.00	0.00 0.00
00-3010-6516	TREE PLANTING/TRIMMING	26,058.92	30,000.00	11,549.76	38.50 30,000.00
00-3010-6517	STUMP REMOVAL	508.80	2,500.00	814.08	32.56 2,500.00
00-3010-6518	MAIN ST CROSSWALK CONVERSI	665.91	0.00	0.00	0.00 0.00
<b>Total Expense</b>		<b>637,208.51</b>	<b>551,247.16</b>	<b>383,867.00</b>	<b>58.77 653,145.50</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>(637,208.51)</b>	<b>(551,247.16)</b>	<b>(383,867.00)</b>	<b>58.77 (653,145.50)</b>
<b>3020 WINTER CONTROL</b>					
<b>Expense</b>					
00-3020-5010	SALARIES	47,001.96	67,700.00	30,297.84	36.07 84,000.00
00-3020-5030	CPP&EI	2,253.35	2,000.00	1,735.23	69.41 2,500.00
00-3020-5031	GROUPINSURANCE	4,193.38	4,200.00	3,147.93	74.95 4,200.00



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		Actual	Budget	Actual	Budget Pct Used Total Budget
00-3020-5033	WSIB	1,251.93	2,200.00	947.21	35.08 2,700.00
00-3020-5034	EMPLOYERHEALTHTAX	929.52	1,325.00	615.81	37.60 1,638.00
00-3020-5035	OMERS	3,256.31	2,800.00	2,365.30	60.65 3,900.00
00-3020-6300	MISC EQUIP EXPENSE	0.00	500.00	1,444.99	72.25 2,000.00
00-3020-6500	CONTRACTED SERVICES	17,451.51	27,500.00	13,738.63	49.96 27,500.00
00-3020-6520	SAND/SALT	32,121.77	55,000.00	39,028.61	70.96 55,000.00
<b>Total Expense</b>		<b>108,459.73</b>	<b>163,225.00</b>	<b>93,321.55</b>	<b>50.87 183,438.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>(108,459.73)</b>	<b>(163,225.00)</b>	<b>(93,321.55)</b>	<b>50.87 (183,438.00)</b>
<b>3030 HARDTOP</b>					
<b>Expense</b>					
00-3030-5010	SALARIES	5,928.44	2,500.00	1,470.74	49.02 3,000.00
00-3030-5030	CPP&EI	275.77	135.00	87.88	87.88 100.00
00-3030-5031	GROUPINSURANCE	249.60	250.00	187.36	74.94 250.00
00-3030-5033	WSIB	182.22	80.00	39.86	39.86 100.00
00-3030-5034	EMPLOYERHEALTHTAX	118.33	50.00	28.68	48.61 59.00
00-3030-5035	OMERS	529.77	125.00	132.36	88.24 150.00
00-3030-6500	CONTRACTSERVICES-LINE PAINT	18,059.21	10,000.00	6,015.58	60.16 10,000.00
00-3030-6551	ROAD MAINTENANCE	11,610.36	7,500.00	1,563.03	13.03 12,000.00
00-3030-6552	STREET SWEEPING	12,766.81	15,000.00	11,593.01	77.29 15,000.00
<b>Total Expense</b>		<b>49,720.51</b>	<b>35,640.00</b>	<b>21,118.50</b>	<b>51.94 40,659.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>(49,720.51)</b>	<b>(35,640.00)</b>	<b>(21,118.50)</b>	<b>51.94 (40,659.00)</b>
<b>3040 LOOSETOP</b>					
<b>Expense</b>					
00-3040-5010	SALARIES	17,872.28	20,000.00	18,003.49	72.01 25,000.00
00-3040-5030	CPP&EI	1,068.56	575.00	1,067.90	152.56 700.00
00-3040-5031	GROUPINSURANCE	1,497.62	1,500.00	1,124.28	74.95 1,500.00
00-3040-5033	WSIB	526.88	650.00	416.75	52.09 800.00
00-3040-5034	EMPLOYERHEALTHTAX	369.74	390.00	351.05	71.94 488.00
00-3040-5035	OMERS	1,583.45	825.00	1,620.30	140.90 1,150.00
00-3040-6510	GRAVEL	161,254.72	155,000.00	167,408.30	108.01 155,000.00
00-3040-6511	DUST CONTROL	58,040.38	55,000.00	59,798.65	108.72 55,000.00
00-3040-6551	ROAD MAINTENANCE	8,015.96	10,000.00	1,444.99	14.45 10,000.00
<b>Total Expense</b>		<b>250,229.59</b>	<b>243,940.00</b>	<b>251,235.71</b>	<b>100.64 249,638.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>(250,229.59)</b>	<b>(243,940.00)</b>	<b>(251,235.71)</b>	<b>100.64 (249,638.00)</b>
<b>3050 CAPITAL</b>					
<b>Expense</b>					
00-3050-9000	DRA UFCO ROADS	0.00	0.00	0.00	0.00 0.00
<b>Total Expense</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 0.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 0.00</b>
<b>3060 STREET LIGHTING</b>					
<b>Expense</b>					
00-3060-7140	STREETLIGHTENERGY	25,374.14	30,000.00	12,973.87	43.25 30,000.00
00-3060-7150	REPAIRS&MAINTENANCE	1,254.71	2,500.00	2,129.56	85.18 2,500.00

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		Actual	Budget	Actual		
<b>Total Expense</b>		26,628.85	32,500.00	15,103.43	46.47	32,500.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		(26,628.85)	(32,500.00)	(15,103.43)	46.47	(32,500.00)
<b>Category Excess Revenue Over (Under) Expenditures</b>		(1,072,247.19)	(1,026,552.16)	(764,646.19)	65.95	(1,159,380.50)
<b>Category: 4???</b>						
<b>4030 WASTE COLLECTION</b>						
<b>Expense</b>						
00-4030-5010	SALARIES	460.01	5,000.00	1,490.15	24.84	6,000.00
00-4030-5030	CPP&EI EXPENSE	27.99	150.00	88.29	50.45	175.00
00-4030-5031	GROUP INSURANCE	449.30	450.00	337.28	74.95	450.00
00-4030-5033	WSIB	5.42	160.00	36.56	18.28	200.00
00-4030-5034	EMPLOYERHEALTHTAX	14.41	100.00	29.08	24.85	117.00
00-4030-5035	OMERS	35.31	200.00	134.14	48.78	275.00
00-4030-7340	GARBAGEPICKUP	117,400.32	122,000.00	94,550.00	75.04	126,000.00
00-4030-7360	SPECIALPICKUP	20,345.64	18,000.00	13,510.09	75.06	18,000.00
<b>Total Expense</b>		138,738.40	146,060.00	110,175.59	72.86	151,217.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		(138,738.40)	(146,060.00)	(110,175.59)	72.86	(151,217.00)
<b>4040 WASTE DISPOSAL</b>						
<b>Expense</b>						
00-4040-7345	TIPPINGFEES	83,588.37	73,500.00	60,180.56	71.22	84,500.00
<b>Total Expense</b>		83,588.37	73,500.00	60,180.56	71.22	84,500.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		(83,588.37)	(73,500.00)	(60,180.56)	71.22	(84,500.00)
<b>4050 RECYCLING</b>						
<b>Expense</b>						
00-4050-7350	RECYCLING	139,912.92	142,800.00	118,209.12	75.00	157,612.00
<b>Total Expense</b>		139,912.92	142,800.00	118,209.12	75.00	157,612.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		(139,912.92)	(142,800.00)	(118,209.12)	75.00	(157,612.00)
<b>Category Excess Revenue Over (Under) Expenditures</b>		(362,239.69)	(362,360.00)	(288,565.27)	73.36	(393,329.00)
<b>Category: 7???</b>						
<b>7010 FLOWERS/LIGHTS</b>						
<b>Expense</b>						
00-7010-8170	FLOWERS/TREES/LIGHTS	33,939.27	27,000.00	28,102.57	96.91	29,000.00
00-7010-8175	CHRISTMAS LIGHTS	11,480.62	10,000.00	2,795.97	27.96	10,000.00
00-7010-8180	LUCAN&AREAHERITAGESOCIETY	10,000.00	10,000.00	15,000.00	100.00	15,000.00
<b>Total Expense</b>		55,419.89	47,000.00	45,898.54	85.00	54,000.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		(55,419.89)	(47,000.00)	(45,898.54)	85.00	(54,000.00)
<b>7020 PARKS &amp; RECREATION</b>						
<b>Expense</b>						
00-7020-8300	PARKS & REC - LEVY	544,942.88	544,942.88	563,278.83	100.00	563,278.83

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00-7020-8304	PARKS & REC - LEVY - CAPITAL	67,831.47	122,000.00	0.00	0.00 310,000.00
<b>Total Expense</b>		612,774.35	666,942.88	563,278.83	64.50 873,278.83
<b>Dept Excess Revenue Over (Under) Expenditures</b>		(612,774.35)	(666,942.88)	(563,278.83)	64.50 (873,278.83)
<b>7030 LIBRARY EXPENSE</b>					
<b>Expense</b>					
00-7030-8200	LIBRARY EXPENSE	26,554.12	27,000.00	10,661.37	39.49 27,000.00
<b>Total Expense</b>		26,554.12	27,000.00	10,661.37	39.49 27,000.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		(26,554.12)	(27,000.00)	(10,661.37)	39.49 (27,000.00)
<b>Category Excess Revenue Over (Under) Expenditures</b>		(694,748.36)	(740,942.88)	(619,838.74)	64.95 (954,278.83)

**Category: 8???**

**8010 PLANNING & ZONING**

**Expense**

00-8010-5011	PLANNING EXPENSES	0.00	0.00	0.00	0.00 0.00
00-8010-5012	STRATEGIC PLAN	2,858.64	5,000.00	2,544.00	84.80 3,000.00
00-8010-8550	CONSULTING&ENGINEERINGFEE	35,279.00	40,000.00	7,311.15	18.28 40,000.00
00-8010-8560	LEGALFEES	2,052.99	5,000.00	864.96	17.30 5,000.00
00-8010-8575	SITE CERTIFICATION	0.00	0.00	7,866.05	78.66 10,000.00
00-8010-8585	STORM POND MONITORING	5,191.51	3,500.00	508.80	14.54 3,500.00
00-8010-8595	INDUSTRIAL LAND COSTS	460,334.06	0.00	4,019.11	0.00 0.00
<b>Total Expense</b>		505,716.20	53,500.00	23,114.07	37.58 61,500.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		(505,716.20)	(53,500.00)	(23,114.07)	37.58 (61,500.00)

**8020 AGRICULTURE & REFORESTATION**

**Expense**

00-8020-7410	DRAINAGEINSPECTOR-SALARY	16,432.46	7,500.00	4,410.53	44.11 10,000.00
00-8020-7413	HAGGAR-GROSE DRAIN	0.00	0.00	12.69	0.00 0.00
00-8020-7415	DRAINAGEINSPECTOR-EXPENSE:	11,585.51	0.00	6,982.98	69.83 10,000.00
00-8020-7418	FEVERY DRAIN	0.00	0.00	0.00	0.00 0.00
00-8020-7420	HARDY - ENGEL DRAIN	0.00	0.00	1,660.44	0.00 0.00
00-8020-7427	WHITE FITZGERALD	0.00	0.00	0.00	0.00 0.00
00-8020-7428	EDGEWOOD DRAIN	0.00	0.00	0.00	0.00 0.00
00-8020-7429	CLANDEBOYE DRAIN	0.00	0.00	8,370.71	0.00 0.00
00-8020-7431	HARRIGAN HARDY	0.00	0.00	0.00	0.00 0.00
00-8020-7432	MCCARTHY DRAIN	0.00	0.00	0.00	0.00 0.00
00-8020-7434	HEENAN DRAIN	0.00	0.00	0.00	0.00 0.00
00-8020-7437	GREENLY DRAIN	0.00	0.00	153,586.39	0.00 0.00
00-8020-7438	HARRIGAN DRAIN	0.00	0.00	0.00	0.00 0.00
00-8020-7442	COOK DRAIN	0.00	0.00	1,618.88	0.00 0.00
00-8020-7445	BENN DRAIN	0.00	0.00	227.31	0.00 0.00
00-8020-7457	WALLIS DRAIN	0.00	0.00	2,189.16	0.00 0.00
00-8020-7500	MUNICIPALDRAINASSESSMENT	28,122.09	50,000.00	1,604.55	1.03 156,000.00
00-8020-7502	RATHBURN DRAIN	0.00	0.00	16,793.10	0.00 0.00
00-8020-7505	ELGINFIELD DRAIN	0.00	0.00	36,483.07	0.00 0.00
00-8020-7513	VANGEEL DRAIN	0.00	0.00	1,145.19	0.00 0.00

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00-8020-7516	BARKER-MAGUIRE DRAIN	0.00	0.00	665.66	0.00 0.00
00-8020-7517	LEWIS DRAIN	0.00	0.00	0.00	0.00 0.00
00-8020-7518	WATSON HODGINS DRAIN	0.00	0.00	0.00	0.00 0.00
00-8020-7519	VAN GEEL - DEITRICH DRAIN	0.00	0.00	0.00	0.00 0.00
00-8020-7520	COOK-BURNETT DRAIN	0.00	0.00	0.00	0.00 0.00
00-8020-7521	WHELIHAN DRAIN	0.00	0.00	0.00	0.00 0.00
00-8020-7522	BARBER-BRYAN DRAIN	0.00	0.00	0.00	0.00 0.00
00-8020-7523	DAMEN DRAIN	0.00	0.00	4,816.23	0.00 0.00
00-8020-7524	AIRPORT DRAIN	0.00	0.00	0.00	0.00 0.00
00-8020-7525	HODGINS DRAIN OPEN PORTION	0.00	0.00	25,181.53	0.00 0.00
00-8020-7526	DEGROOT-DIETRICH DRAIN	0.00	0.00	0.00	0.00 0.00
00-8020-7527	STANLEY DRAIN	0.00	0.00	25,707.22	0.00 0.00
00-8020-7528	DIETRICH DRAIN - 2019	0.00	0.00	1,679.04	0.00 0.00
00-8020-7529	STUMPF DRAIN	0.00	0.00	46,317.31	0.00 0.00
00-8020-7530	Spier Drain	0.00	0.00	478.27	0.00 0.00
00-8020-7531	ATKINSON DRAIN	0.00	0.00	9,759.55	0.00 0.00
00-8020-7532	ROMAN LINE DRAIN	0.00	0.00	36,788.15	0.00 0.00
00-8020-7533	CASEY-MCCARTHY DRAIN	0.00	0.00	28,271.09	0.00 0.00
00-8020-7534	RIDDELL-MCCARTHY DRAIN	0.00	0.00	46,240.88	0.00 0.00
00-8020-7535	HODGINS DRAIN BRANCH B	0.00	0.00	27,471.13	0.00 0.00
00-8020-7600	TILE DRAIN DEBENTURE	13,709.08	13,709.00	4,198.32	30.62 13,709.08
<b>Total Expense</b>		<b>69,849.14</b>	<b>71,209.00</b>	<b>492,659.38</b>	<b>259.69 189,709.08</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>(69,849.14)</b>	<b>(71,209.00)</b>	<b>(492,659.38)</b>	<b>259.69 (189,709.08)</b>
<b>Category Excess Revenue Over (Under) Expenditures</b>		<b>(575,565.34)</b>	<b>(124,709.00)</b>	<b>(515,773.45)</b>	<b>205.32 (251,209.08)</b>

**Category: 9???**

**9000 RESERVES**

**Expense**

00-9000-6325	RESERVE-VEHICLE&EQUIPMENT	177,625.00	177,625.00	0.00	0.00 180,289.00
00-9000-6330	RESERVE-CONSTRUCTION	75,605.16	646,947.86	0.00	0.00 400,000.00
00-9000-6335	RESERVE - INDUSTRIAL PARK	0.00	0.00	0.00	0.00 0.00
00-9000-7160	RESERVE - ADMINISTRATION	25,841.92	0.00	0.00	0.00 0.00
00-9000-7170	RESERVE - BUILDING	400,000.00	400,000.00	0.00	0.00 400,000.00
00-9000-7455	TRANSFER TO ARENA RESERVE	0.00	0.00	0.00	0.00 0.00
00-9000-8150	RESERVE-PARKS	120,000.00	120,000.00	0.00	0.00 120,000.00
00-9000-8500	RESERVES - TAX STABILIZATION	0.00	0.00	0.00	0.00 53,665.92
00-9000-8510	RESERVE-FED GAS TAX	0.00	0.00	0.00	0.00 0.00
00-9000-8520	RESERVE-EFFICIENCY GRANT	453,994.00	453,994.00	0.00	0.00 0.00
00-9000-8900	DEV. CHARGES-INTEREST	0.00	0.00	0.00	0.00 0.00
00-9000-8905	DEV. CHARGES-FEES	0.00	0.00	0.00	0.00 0.00
00-9000-8990	DEV. CHARGES- NET INCOME	0.00	0.00	0.00	0.00 0.00
00-9000-9500	TRANSFER TO CAPITAL ASSET SI	(603,823.66)	0.00	0.00	0.00 0.00
<b>Total Expense</b>		<b>649,242.42</b>	<b>1,798,566.86</b>	<b>0.00</b>	<b>0.00 1,153,954.92</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>(649,242.42)</b>	<b>(1,798,566.86)</b>	<b>0.00</b>	<b>0.00 (1,153,954.92)</b>

**9050 COUNTY & SCHOOLBOARDS**

**Expense**

**General Ledger**  
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Account	Description	Previous Year Total		Current Year To Date	
		Actual	Budget	Actual	Budget Pct Used Total Budget
00-9050-8050	COUNTYLEVY	2,586,859.81	0.00	2,176,302.06	0.00 0.00
00-9050-8151	ENGLISHPUBLIC	1,140,514.17	0.00	591,999.32	0.00 0.00
00-9050-8152	ENGLISHSEPARATE	227,845.74	0.00	117,841.32	0.00 0.00
00-9050-8153	FRENCHPUBLIC	4,509.99	0.00	2,070.39	0.00 0.00
00-9050-8154	FRENCHSEPARATE	7,444.08	0.00	3,625.04	0.00 0.00
<b>Total Expense</b>		<b>3,967,173.79</b>	<b>0.00</b>	<b>2,891,838.13</b>	<b>0.00 0.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>(3,967,173.79)</b>	<b>0.00</b>	<b>(2,891,838.13)</b>	<b>0.00 0.00</b>
<b>9070 DEPRECIATION EXPENSE</b>					
<b>Expense</b>					
00-9070-9000	DEPRECIATION EXPENSE	52,961.12	0.00	0.00	0.00 0.00
00-9070-9001	AMORTIZATION - ROADS	883,566.58	0.00	0.00	0.00 0.00
00-9070-9002	AMORTIZATION - WINTER CONTR	85,585.03	0.00	0.00	0.00 0.00
00-9070-9003	AMORTIZATION - PARKS	57,891.75	0.00	0.00	0.00 0.00
00-9070-9004	AMORTIZATION - BRIDGES	35,300.04	0.00	0.00	0.00 0.00
00-9070-9005	MUSEUM AMORTIZATION	3,105.46	0.00	0.00	0.00 0.00
00-9070-9007	AMORTIZATION - DRAINS	6,292.22	0.00	0.00	0.00 0.00
00-9070-9008	AMORTIZATION - STORM SEWER	21,916.87	0.00	0.00	0.00 0.00
00-9070-9009	Accumulative Amortization- Street Li	10,537.33	0.00	0.00	0.00 0.00
00-9070-9010	AMORTIZATION - LIBRARY	44,572.60	0.00	0.00	0.00 0.00
<b>Total Expense</b>		<b>1,201,729.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 0.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>(1,201,729.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 0.00</b>
<b>Category Excess Revenue Over (Under) Expenditures</b>		<b>(5,818,145.21)</b>	<b>(1,798,566.86)</b>	<b>(2,891,838.13)</b>	<b>250.60 (1,153,954.92)</b>

**General Ledger**  
**Annual Department Budget vs. Actual Comparison Report**  
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Account	Description	Previous Year Total		Current Year To Date	
		Actual	Budget	Actual	Budget Pct Used Total Budget
<b>REPORT SUMMARY</b>					
00-0005	TAXATION	8,200,549.67	4,233,167.54	8,968,981.27	192.41 4,661,299.00
00-0010	GRANT-IN-LIEU	0.00	314.00	0.00	0.00 0.00
00-0015	PROVINCIAL GRANTS	922,260.53	913,894.00	341,625.00	75.00 455,500.00
00-0020	DRAIN GRANTS	0.00	3,000.00	0.00	0.00 4,000.00
00-0025	OTHER GRANTS	27,261.92	27,317.85	7,318.24	56.29 13,000.00
00-0030	OTHER MUNICIPAL RECEIPTS	0.00	0.00	0.00	0.00 0.00
00-0035	PLANNING & ZONING FEES	36,633.00	45,500.00	59,962.00	159.90 37,500.00
00-0040	LICENCES & PERMITS	221,078.44	150,120.00	151,756.55	87.62 173,200.00
00-0045	USERFEES & RENTAL FEES	407,849.67	412,384.51	447,577.77	100.03 447,442.25
00-0050	TILE DRAIN LOANS	13,709.08	13,709.00	13,709.08	100.00 13,709.08
00-0060	FINES/PENALTIES	103,734.05	92,250.00	60,473.65	59.14 102,250.00
00-0080	OTHERREVENUE	675,997.86	223,080.00	71,080.39	26.80 265,252.00
<b>Fund 00 Total Revenue</b>		<b>10,609,074.22</b>	<b>6,114,736.90</b>	<b>10,122,483.95</b>	<b>163.98 6,173,152.33</b>
00-1010	COUNCIL	112,396.07	98,839.00	71,205.79	63.67 111,836.00
00-1020	ADMINISTRATION	932,740.23	887,555.00	641,145.97	63.73 1,006,112.00
00-2010	FIRE	245,989.00	245,989.00	128,239.00	49.65 258,288.00
00-2020	POLICING	616,721.59	626,405.00	374,347.71	57.17 654,838.00
00-2030	PROTECTIVE/INSPECTION CONTROL	90,064.54	114,600.00	55,363.16	40.00 138,397.00
00-2040	CONSERVATION AUTHORITY	88,217.00	88,218.00	54,162.00	59.17 91,529.00
00-3010	ROADWAYS	637,208.51	551,247.16	383,867.00	58.77 653,145.50
00-3020	WINTER CONTROL	108,459.73	163,225.00	93,321.55	50.87 183,438.00
00-3030	HARDTOP	49,720.51	35,640.00	21,118.50	51.94 40,659.00
00-3040	LOOSETOP	250,229.59	243,940.00	251,235.71	100.64 249,638.00
00-3050	CAPITAL	0.00	0.00	0.00	0.00 0.00
00-3060	STREET LIGHTING	26,628.85	32,500.00	15,103.43	46.47 32,500.00
00-4030	WASTE COLLECTION	138,738.40	146,060.00	110,175.59	72.86 151,217.00
00-4040	WASTE DISPOSAL	83,588.37	73,500.00	60,180.56	71.22 84,500.00
00-4050	RECYCLING	139,912.92	142,800.00	118,209.12	75.00 157,612.00
00-7010	FLOWERS/LIGHTS	55,419.89	47,000.00	45,898.54	85.00 54,000.00
00-7020	PARKS & RECREATION	612,774.35	666,942.88	563,278.83	64.50 873,278.83
00-7030	LIBRARY EXPENSE	26,554.12	27,000.00	10,661.37	39.49 27,000.00
00-8010	PLANNING & ZONING	505,716.20	53,500.00	23,114.07	37.58 61,500.00
00-8020	AGRICULTURE & REFORESTATION	69,849.14	71,209.00	492,659.38	259.69 189,709.08
00-9000	RESERVES	649,242.42	1,798,566.86	0.00	0.00 1,153,954.92
00-9050	COUNTY & SCHOOLBOARDS	3,967,173.79	0.00	2,891,838.13	0.00 0.00
00-9070	DEPRECIATION EXPENSE	1,201,729.00	0.00	0.00	0.00 0.00
<b>Fund 00 Total Expenditure</b>		<b>10,609,074.22</b>	<b>6,114,736.90</b>	<b>6,405,125.41</b>	<b>103.76 6,173,152.33</b>

**General Ledger**

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Account	Description	Previous Year Total		Current Year To Date	
		Actual	Budget	Actual	Budget Pct Used Total Budget
Fund 00	Excess Revenue Over (Under) Expenditures	0.00	0.00	3,717,358.54	0.00 0.00
Report Total Revenue		10,609,074.22	6,114,736.90	10,122,483.95	163.98 6,173,152.33
Report Total Expenditure		10,609,074.22	6,114,736.90	6,405,125.41	103.76 6,173,152.33
Report Excess Revenue Over (Under) Expenditures		0.00	0.00	3,717,358.54	0.00 0.00

**General Ledger**  
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Account	Description	Previous Year Total		Current Year To Date	
		Actual	Budget	Actual	Budget Pct Used Total Budget
<b>Fund: 01 WATER SYSTEM</b>					
<b>Category: 0???</b>					
<b>0045 USERFEES</b>					
<b>Revenue</b>					
01-0045-4000	RESIDENTIAL	380,400.99	370,000.00	322,974.96	83.35 387,500.00
01-0045-4005	COMMERCIAL	62,519.63	62,000.00	42,583.03	66.54 64,000.00
01-0045-4050	COINMETER	27,050.24	30,000.00	29,844.12	99.48 30,000.00
01-0045-4518	DEBENTURE ON TAX ROLE	0.00	0.00	0.00	0.00 0.00
01-0045-4559	NAGLE DRIVE DEBENTURE	0.00	236,000.00	0.00	0.00 236,000.00
01-0045-4560	DEBENTURE-GWE	0.00	0.00	0.00	0.00 0.00
01-0045-4561	LUCAN WATER - CAPITAL LEVY	251,512.31	225,000.00	201,034.03	76.73 262,000.00
01-0045-4650	FRONTAGE AND CONNECTION	15,776.71	12,000.00	240.00	2.00 12,000.00
01-0045-4655	ADMINISTRATIVE FEES	7,987.50	6,000.00	7,380.00	61.50 12,000.00
<b>Total Revenue</b>		<b>745,247.38</b>	<b>941,000.00</b>	<b>604,056.14</b>	<b>60.19 1,003,500.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>745,247.38</b>	<b>941,000.00</b>	<b>604,056.14</b>	<b>60.19 1,003,500.00</b>
<b>0080 OTHERREVENUE</b>					
<b>Revenue</b>					
01-0080-4025	PENALTIES	8,189.43	5,000.00	2,963.44	59.27 5,000.00
01-0080-4508	TRANSFER FROM RESERVES	0.00	206,000.00	0.00	0.00 254,000.00
01-0080-4520	TRANSFER FROM DEV CHGS	31,175.25	31,175.00	0.00	0.00 31,175.00
01-0080-4531	BANKINTEREST	23,626.52	5,500.00	6,973.09	126.78 5,500.00
01-0080-4532	WATER TOWER RENT - QUADRO	2,700.00	4,500.00	2,700.00	100.00 2,700.00
01-0080-4535	MISCELLANEOUS	3,656.31	250.00	491.18	196.47 250.00
01-0080-4605	WATER METERS	46,934.10	50,000.00	22,076.84	44.15 50,000.00
01-0080-4606	WATER METER INSPECTION	2,400.00	7,500.00	6,200.00	124.00 5,000.00
01-0080-4700	NET GAIN/LOSS ON ASSET DISPC	(5,922.28)	0.00	0.00	0.00 0.00
<b>Total Revenue</b>		<b>112,759.33</b>	<b>309,925.00</b>	<b>41,404.55</b>	<b>11.71 353,625.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>112,759.33</b>	<b>309,925.00</b>	<b>41,404.55</b>	<b>11.71 353,625.00</b>
<b>Category Excess Revenue Over (Under) Expenditures</b>		<b>858,006.71</b>	<b>1,250,925.00</b>	<b>645,460.69</b>	<b>47.56 1,357,125.00</b>

**Category: 4???**

**4020 WATERWORKS**

**Expense**

01-4020-5020	SALARY-PUBLICWORKS	77,430.32	50,500.00	69,273.69	111.73 62,000.00
01-4020-5030	CPP&EI	4,177.83	1,500.00	4,005.16	222.51 1,800.00
01-4020-5031	GROUPINSURANCE	3,394.62	3,400.00	2,548.31	74.95 3,400.00
01-4020-5033	WSIB	790.49	575.00	1,855.20	103.07 1,800.00
01-4020-5034	EMPLOYERHEALTHTAX	1,531.37	1,000.00	1,364.29	112.84 1,209.00
01-4020-5035	OMERS	3,097.60	3,500.00	2,777.23	56.11 4,950.00
01-4020-5055	HYDRO	51,590.12	60,000.00	31,377.37	52.30 60,000.00
01-4020-5060	TELEPHONE	2,792.60	4,700.00	2,126.70	45.25 4,700.00
01-4020-5070	AUDIT	1,551.84	1,600.00	0.00	0.00 1,600.00
01-4020-5080	BANK SERVICE CHARGES	0.00	250.00	0.00	0.00 250.00



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		Actual	Budget			
01-4020-5090	INSURANCE	7,903.03	7,500.00	7,005.96	93.41	7,500.00
01-4020-5100	OFFICESUPPLIES	0.00	0.00	0.00	0.00	0.00
01-4020-5160	R&M-EQUIPMENT	11,358.02	12,000.00	22,729.14	189.41	12,000.00
01-4020-5161	R&M- BUILDING	1,384.23	3,500.00	6,643.14	189.80	3,500.00
01-4020-5162	R&M Water Mains	5,812.09	5,000.00	9,677.62	193.55	5,000.00
01-4020-5170	SOFTWARE UPGRADES	0.00	0.00	14,152.27	141.52	10,000.00
01-4020-5190	MEMBERSHIPS&SUBSCRIPTIONS	1,038.78	1,000.00	0.00	0.00	1,000.00
01-4020-5192	ASSET MANAGEMENT EXPENSE	1,522.12	2,500.00	0.00	0.00	2,500.00
01-4020-5215	MEETINGS/CONFERENCE/TRAINII	1,936.34	2,000.00	0.00	0.00	2,000.00
01-4020-5255	WATER	168,131.70	170,000.00	135,773.07	79.08	171,700.00
01-4020-5303	CHEMICALS	0.00	0.00	0.00	0.00	0.00
01-4020-5325	ENGINEERING/LEGAL/AUDIT	1,681.73	6,000.00	622.81	10.38	6,000.00
01-4020-5340	LABSERVICES	0.00	1,000.00	0.00	0.00	1,000.00
01-4020-5400	MISCELLANEOUSEXPENSE	0.00	500.00	0.00	0.00	500.00
01-4020-6000	ADM. EXPENSE ALLOCATION	6,250.00	6,250.00	6,400.00	100.00	6,400.00
01-4020-6100	PROPERTY TAXES	5,871.86	5,800.00	6,109.60	105.34	5,800.00
01-4020-6340	METERS	45,560.63	40,000.00	25,750.28	64.38	40,000.00
01-4020-6500	CONTRACTED SERVICES	138,554.84	139,000.00	81,088.70	57.19	141,780.00
01-4020-7270	DEBENTURE GWE-PRINCIPAL	0.00	0.00	0.00	0.00	0.00
01-4020-7275	DEBENTURE GWE-INTEREST	45,538.91	0.00	0.00	0.00	0.00
01-4020-9000	LW UFCO DRA	22,956.34	0.00	0.00	0.00	0.00
01-4020-9401	REAR YARD WATERMAIN	0.00	0.00	0.00	0.00	0.00
01-4020-9402	WATERTOWER/RESERVOIR, Both	0.00	0.00	0.00	0.00	0.00
01-4020-9403	LUCAN BOOSTER PS	0.00	0.00	0.00	0.00	0.00
01-4020-9404	MARLENE ST. WATERMAIN	0.00	122,000.00	0.00	0.00	0.00
01-4020-9405	ALBERT STREET - WATERMAIN	0.00	0.00	0.00	0.00	0.00
01-4020-9407	SCADA UPGRADE	0.00	0.00	0.00	0.00	0.00
01-4020-9412	LEAD SERVICE REPLACEMENT	0.00	0.00	0.00	0.00	0.00
01-4020-9420	LANGFORD/ELM WATERMAIN	0.00	0.00	0.00	0.00	0.00
01-4020-9421	FALLON DRIVE WATERMAIN	0.00	0.00	0.00	0.00	0.00
01-4020-9422	FRANK ST/MUSEUM WATERMAIN	0.00	0.00	14,833.15	8.73	170,000.00
01-4020-9521	GRANTON COIN OP.	0.00	0.00	0.00	0.00	0.00
01-4020-9524	NAGLE DRIVE - WATER	0.00	320,000.00	516,500.49	161.41	320,000.00
<b>Total Expense</b>		<b>611,857.41</b>	<b>971,075.00</b>	<b>962,614.18</b>	<b>91.82</b>	<b>1,048,389.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>(611,857.41)</b>	<b>(971,075.00)</b>	<b>(962,614.18)</b>	<b>91.82</b>	<b>(1,048,389.00)</b>
<b>Category Excess Revenue Over (Under) Expenditures</b>		<b>(611,857.41)</b>	<b>(971,075.00)</b>	<b>(962,614.18)</b>	<b>91.82</b>	<b>(1,048,389.00)</b>

Category: 9???

**9000 RESERVES**

**Expense**

01-9000-6550	SURPLUS TRANSFER TO RESERV	31,175.25	23,675.00	0.00	0.00	15,561.00
01-9000-6552	TRANSFER CAPITAL LEVY TO RE	0.00	256,175.00	0.00	0.00	293,175.00
01-9000-9500	TRANSFER TO CAPITAL RESERVE	51,128.49	0.00	0.00	0.00	0.00
<b>Total Expense</b>		<b>82,303.74</b>	<b>279,850.00</b>	<b>0.00</b>	<b>0.00</b>	<b>308,736.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>(82,303.74)</b>	<b>(279,850.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>(308,736.00)</b>

**9070 DEPRECIATION EXPENSE**

**General Ledger**

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Account	Description	Previous Year Total Actual	Budget	Current Year To Date Actual	Budget Pct Used	Total Budget
<b>Expense</b>						
01-9070-9000	DEPRECIATION EXPENSE	163,845.56	0.00	0.00	0.00	0.00
<b>Total Expense</b>		163,845.56	0.00	0.00	0.00	0.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		(163,845.56)	0.00	0.00	0.00	0.00
<b>Category Excess Revenue Over (Under) Expenditures</b>		(246,149.30)	(279,850.00)	0.00	0.00	(308,736.00)

General Ledger

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Account	Description	Previous Year Total Actual	Budget	Current Year To Date Actual	Budget Pct Used	Total Budget
<b>REPORT SUMMARY</b>						
01-0045	USERFEES	745,247.38	941,000.00	604,056.14	60.19	1,003,500.00
01-0080	OTHERREVENUE	112,759.33	309,925.00	41,404.55	11.71	353,625.00
Fund 01 Total Revenue		858,006.71	1,250,925.00	645,460.69	47.56	1,357,125.00
01-4020	WATERWORKS	611,857.41	971,075.00	962,614.18	91.82	1,048,389.00
01-9000	RESERVES	82,303.74	279,850.00	0.00	0.00	308,736.00
01-9070	DEPRECIATION EXPENSE	163,845.56	0.00	0.00	0.00	0.00
Fund 01 Total Expenditure		858,006.71	1,250,925.00	962,614.18	70.93	1,357,125.00
Fund 01 Excess Revenue Over (Under) Expenditures		0.00	0.00	(317,153.49)	0.00	0.00
Report Total Revenue		858,006.71	1,250,925.00	645,460.69	47.56	1,357,125.00
Report Total Expenditure		858,006.71	1,250,925.00	962,614.18	70.93	1,357,125.00
Report Excess Revenue Over (Under) Expenditures		0.00	0.00	(317,153.49)	0.00	0.00

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		Actual	Budget	Actual	Budget Pct Used Total Budget
<b>Fund: 02 SEWER SYSTEM</b>					
<b>Category: 0???</b>					
<b>0040 LICENCES/PERMITS/RENTS</b>					
<b>Revenue</b>					
02-0040-4200	FARMPROPERTYRENT	16,936.00	20,000.00	13,912.00	139.12 10,000.00
<b>Total Revenue</b>		<b>16,936.00</b>	<b>20,000.00</b>	<b>13,912.00</b>	<b>139.12 10,000.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>16,936.00</b>	<b>20,000.00</b>	<b>13,912.00</b>	<b>139.12 10,000.00</b>
<b>0045 USERFEES</b>					
<b>Revenue</b>					
02-0045-4000	RESIDENTIAL	531,655.95	510,000.00	442,995.12	81.73 542,000.00
02-0045-4005	COMMERCIAL	60,378.25	58,750.00	43,718.71	70.51 62,000.00
02-0045-4020	DEBENTURE ON TAX ROLL	60,173.90	60,173.90	57,628.02	95.77 60,173.90
02-0045-4561	LUCAN SEWER - CAPITAL LEVY	311,607.44	310,000.00	249,350.85	71.24 350,000.00
02-0045-4650	SEWER F&C	0.00	1,000.00	0.00	0.00 1,000.00
02-0045-4655	ADMINISTRATIVE FEES	7,987.50	6,000.00	0.00	0.00 12,000.00
<b>Total Revenue</b>		<b>971,803.04</b>	<b>945,923.90</b>	<b>793,692.70</b>	<b>77.27 1,027,173.90</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>971,803.04</b>	<b>945,923.90</b>	<b>793,692.70</b>	<b>77.27 1,027,173.90</b>
<b>0080 OTHERREVENUE</b>					
<b>Revenue</b>					
02-0080-4025	PENALTIES	2,209.96	5,600.00	3,236.51	64.73 5,000.00
02-0080-4508	TRANSFER FROM RESERVES	0.00	385,250.00	0.00	0.00 693,000.00
02-0080-4520	TRANSFER FROM DEV CHGS	26,149.50	26,150.00	0.00	0.00 26,150.00
02-0080-4531	BANKINTEREST	23,165.82	6,000.00	9,753.81	162.56 6,000.00
02-0080-4534	Sale of Land	0.00	0.00	0.00	0.00 0.00
02-0080-4535	MISCELLANEOUS	75.00	100.00	437.21	437.21 100.00
02-0080-4538	QPA SOLAR REVENUE	20,400.00	25,500.00	15,300.00	75.00 20,400.00
02-0080-4674	OPA FUNDING	0.00	0.00	0.00	0.00 0.00
02-0080-4675	GENERAL LOAN REVENUE	0.00	0.00	0.00	0.00 0.00
02-0080-4676	CWWF GRANT - FEDERAL	0.00	0.00	0.00	0.00 0.00
02-0080-4677	CWWF GRANT - PROVINCIAL	0.00	0.00	0.00	0.00 0.00
02-0080-4678	FCM AMP GRANT	0.00	0.00	0.00	0.00 0.00
02-0080-4679	REBATES	1,585.10	0.00	0.00	0.00 0.00
<b>Total Revenue</b>		<b>73,585.38</b>	<b>448,600.00</b>	<b>28,727.53</b>	<b>3.83 750,650.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>73,585.38</b>	<b>448,600.00</b>	<b>28,727.53</b>	<b>3.83 750,650.00</b>
<b>Category Excess Revenue Over (Under) Expenditures</b>		<b>1,062,324.42</b>	<b>1,414,523.90</b>	<b>836,332.23</b>	<b>46.78 1,787,823.90</b>
<b>Category: 4???</b>					
<b>4010 SANITARYSEWERSYSTEM</b>					
<b>Expense</b>					
02-4010-5020	SALARY-PUBLICWORKS	35,076.76	30,500.00	32,649.37	85.92 38,000.00
02-4010-5030	CPP&EI	2,006.19	1,000.00	1,906.80	173.35 1,100.00
02-4010-5031	GROUPINSURANCE	2,146.60	2,150.00	1,611.45	74.95 2,150.00

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02-4010-5033	WSIB	355.99	350.00	824.53	82.45 1,000.00
02-4010-5034	EMPLOYERHEALTHTAX	710.76	595.00	642.31	86.68 741.00
02-4010-5035	OMERS	3,121.91	2,700.00	2,777.23	73.09 3,800.00
02-4010-5050	HEAT	5,046.35	1,600.00	4,507.83	118.63 3,800.00
02-4010-5055	HYDRO	114,744.98	140,000.00	80,441.96	67.03 120,000.00
02-4010-5060	TELEPHONE	8,101.30	6,400.00	6,777.09	64.54 10,500.00
02-4010-5070	AUDIT FEES	500.00	500.00	0.00	0.00 500.00
02-4010-5090	INSURANCE	9,990.45	9,200.00	7,992.90	79.93 10,000.00
02-4010-5100	OFFICESUPPLIES	0.00	0.00	0.00	0.00 0.00
02-4010-5159	R&M - OCWA	60,044.07	60,000.00	5,998.66	15.00 40,000.00
02-4010-5160	R&M- EQUIPMENT	15,234.09	20,000.00	54,276.01	144.74 37,500.00
02-4010-5161	R&M - BUILDING	8,841.74	10,000.00	11,658.92	68.58 17,000.00
02-4010-5170	SOFTWARE UPGRADES	0.00	0.00	14,152.27	0.00 0.00
02-4010-5192	ASSET MANAGEMENT EXPENSE	11,971.54	10,000.00	184.97	1.85 10,000.00
02-4010-5215	MEETINGS/CONFERENCE/TRAINII	0.00	1,000.00	0.00	0.00 1,000.00
02-4010-5303	CHEMICALS	17,914.70	10,000.00	31,032.13	133.76 23,200.00
02-4010-5320	SLUDGEDISPOSAL	22,951.68	31,500.00	16,159.99	44.27 36,500.00
02-4010-5340	LABSERVICES	0.00	500.00	0.00	0.00 500.00
02-4010-5400	MISCELLANEOUSEXPENSE	95.00	500.00	557.58	111.52 500.00
02-4010-6010	ADM. EXPENSE ALLOCATION	6,250.00	6,250.00	6,400.00	100.00 6,400.00
02-4010-6100	PROPERTY TAXES	32,601.66	29,000.00	29,414.49	91.92 32,000.00
02-4010-6140	SEWERMAINTENANCE/REPAIRS	1,690.74	15,000.00	1,613.21	10.75 15,000.00
02-4010-6145	COUNTY LOAN PRINCIPAL	0.00	0.00	0.00	0.00 0.00
02-4010-6500	CONTRACTED SERVICES	154,256.29	154,152.00	116,165.64	72.60 160,000.00
02-4010-7270	GS DEBENTURE INTEREST	5,403.21	5,403.21	2,972.29	79.39 3,743.94
02-4010-7275	GS DEBENTURE PRINCIPAL	51,298.95	51,298.95	39,554.33	74.69 52,958.22
02-4010-7280	GENERAL LOAN PRINCIPAL	0.00	0.00	0.00	0.00 0.00
02-4010-7285	GENERAL LOAN INTEREST	0.00	0.00	0.00	0.00 0.00
02-4010-9000	LUCA SEWER DRA RE CAPITAL	(222,786.02)	0.00	0.00	0.00 0.00
02-4010-9407	INFILTRATION REDUCTION	0.00	0.00	0.00	0.00 0.00
02-4010-9410	CHESTNUT ST PS UPGRADE	0.00	350,000.00	60,099.24	0.00 0.00
02-4010-9411	SEWER EXPANSION PLAN	0.00	0.00	0.00	0.00 0.00
02-4010-9412	EQUIPMENT UPGRADES	4,305.46	6,500.00	0.00	0.00 35,000.00
02-4010-9414	OPA ENERGY PLAN	0.00	0.00	0.00	0.00 0.00
02-4010-9415	STAIRS	0.00	0.00	0.00	0.00 0.00
02-4010-9416	ANNUAL FLUSHING/CCTV PROGR	0.00	0.00	0.00	0.00 0.00
02-4010-9417	LUCAN SANITARY MASTER PLAN	22,770.45	28,750.00	16,351.41	90.84 18,000.00
02-4010-9420	GRANTON WWTP HEATING & VEN	0.00	0.00	0.00	0.00 0.00
02-4010-9421	GRANTON FILTER OR RBC REPR/	0.00	0.00	0.00	0.00 0.00
02-4010-9422	FRANK ST SEWER REPLACEMEN'	0.00	0.00	11,000.25	4.58 240,000.00
02-4010-9423	LUCAN WWTP UPGRADES/REPLA	0.00	0.00	27,880.98	6.97 400,000.00
<b>Total Expense</b>		<b>374,644.85</b>	<b>984,849.16</b>	<b>585,603.84</b>	<b>44.33 1,320,893.16</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>(374,644.85)</b>	<b>(984,849.16)</b>	<b>(585,603.84)</b>	<b>44.33 (1,320,893.16)</b>
<b>Category Excess Revenue Over (Under) Expenditures</b>		<b>(374,644.85)</b>	<b>(984,849.16)</b>	<b>(585,603.84)</b>	<b>44.33 (1,320,893.16)</b>

Category: 9???

9000 RESERVES

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<b>Expense</b>						
02-9000-6640	SURPLUS TRANSFER TO RESERV	433,491.20	68,024.74	0.00	0.00	70,380.74
02-9000-9500	TRANSFER TO CAPITAL RESERVE	26,149.50	361,650.00	0.00	0.00	396,550.00
<b>Total Expense</b>		459,640.70	429,674.74	0.00	0.00	466,930.74
<b>Dept Excess Revenue Over (Under) Expenditures</b>		(459,640.70)	(429,674.74)	0.00	0.00	(466,930.74)
<b>9070 DEPRECIATION EXPENSE</b>						
<b>Expense</b>						
02-9070-9000	DEPRECIATION EXPENSE	228,038.87	0.00	0.00	0.00	0.00
<b>Total Expense</b>		228,038.87	0.00	0.00	0.00	0.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		(228,038.87)	0.00	0.00	0.00	0.00
<b>Category Excess Revenue Over (Under) Expenditures</b>		(687,679.57)	(429,674.74)	0.00	0.00	(466,930.74)

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		Actual	Budget	Actual	Budget Pct Used Total Budget	
<b>REPORT SUMMARY</b>						
02-0040	LICENCES/PERMITS/RENTS	16,936.00	20,000.00	13,912.00	139.12	10,000.00
02-0045	USERFEES	971,803.04	945,923.90	793,692.70	77.27	1,027,173.90
02-0080	OTHERREVENUE	73,585.38	448,600.00	28,727.53	3.83	750,650.00
Fund 02 Total Revenue		1,062,324.42	1,414,523.90	836,332.23	46.78	1,787,823.90
02-4010	SANITARYSEWERSYSTEM	374,644.85	984,849.16	585,603.84	44.33	1,320,893.16
02-9000	RESERVES	459,640.70	429,674.74	0.00	0.00	466,930.74
02-9070	DEPRECIATION EXPENSE	228,038.87	0.00	0.00	0.00	0.00
Fund 02 Total Expenditure		1,062,324.42	1,414,523.90	585,603.84	32.76	1,787,823.90
Fund 02 Excess Revenue Over (Under) Expenditures		0.00	0.00	250,728.39	0.00	0.00
Report Total Revenue		1,062,324.42	1,414,523.90	836,332.23	46.78	1,787,823.90
Report Total Expenditure		1,062,324.42	1,414,523.90	585,603.84	32.76	1,787,823.90
Report Excess Revenue Over (Under) Expenditures		0.00	0.00	250,728.39	0.00	0.00

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<b>Fund: 09 PARKS &amp; RECREATION</b>						
<b>Category: 0???</b>						
<b>0100 ICERENTALS</b>						
<b>Revenue</b>						
09-0100-4005	ICERENTALS	283,474.63	275,000.00	96,284.86	33.78	285,000.00
09-0100-4015	TICKET ICE	3,147.85	1,000.00	1,398.24	46.61	3,000.00
09-0100-4050	FLOOR	4,985.80	5,000.00	0.00	0.00	5,000.00
<b>Total Revenue</b>		<b>291,608.28</b>	<b>281,000.00</b>	<b>97,683.10</b>	<b>33.34</b>	<b>293,000.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>291,608.28</b>	<b>281,000.00</b>	<b>97,683.10</b>	<b>33.34</b>	<b>293,000.00</b>
<b>0105 CONCESSION</b>						
<b>Revenue</b>						
09-0105-4210	CANTEEN	8,385.10	9,000.00	2,287.04	25.41	9,000.00
09-0105-4220	VENDING	4,003.83	5,000.00	1,500.88	30.02	5,000.00
<b>Total Revenue</b>		<b>12,388.93</b>	<b>14,000.00</b>	<b>3,787.92</b>	<b>27.06</b>	<b>14,000.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>12,388.93</b>	<b>14,000.00</b>	<b>3,787.92</b>	<b>27.06</b>	<b>14,000.00</b>
<b>0110 LEVIES</b>						
<b>Revenue</b>						
09-0110-4310	LEVY-TOWNSHIPOFLUCANBIDDU	544,942.88	544,942.88	563,278.83	100.00	563,278.83
09-0110-4311	LEVY - TOWNSHIP OF LB - CAPIT/	0.00	0.00	0.00	0.00	0.00
<b>Total Revenue</b>		<b>544,942.88</b>	<b>544,942.88</b>	<b>563,278.83</b>	<b>100.00</b>	<b>563,278.83</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>544,942.88</b>	<b>544,942.88</b>	<b>563,278.83</b>	<b>100.00</b>	<b>563,278.83</b>
<b>0115 POOL RENT</b>						
<b>Revenue</b>						
09-0115-4410	SWIMMINGPOOL	16,753.20	16,000.00	71.50	0.45	16,000.00
09-0115-4415	POOL PRIVATE RENTALS	1,215.50	1,000.00	72.57	7.26	1,000.00
<b>Total Revenue</b>		<b>17,968.70</b>	<b>17,000.00</b>	<b>144.07</b>	<b>0.85</b>	<b>17,000.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>17,968.70</b>	<b>17,000.00</b>	<b>144.07</b>	<b>0.85</b>	<b>17,000.00</b>
<b>0120 HALL RENTALS</b>						
<b>Revenue</b>						
09-0120-4510	HALLRENTALS-REGULAR	22,729.52	24,000.00	2,831.87	11.80	24,000.00
09-0120-4520	HALLRENTALS-SPORTS	10,685.72	10,000.00	6,070.05	60.70	10,000.00
<b>Total Revenue</b>		<b>33,415.24</b>	<b>34,000.00</b>	<b>8,901.92</b>	<b>26.18</b>	<b>34,000.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>33,415.24</b>	<b>34,000.00</b>	<b>8,901.92</b>	<b>26.18</b>	<b>34,000.00</b>
<b>0121 PROGRAMMING REVENUE</b>						
<b>Revenue</b>						
09-0121-4701	SENIOR PROGRAMMING	9,190.46	5,000.00	3,303.13	27.53	12,000.00
09-0121-4702	SUMMER CAMPS	35,068.40	35,000.00	472.70	1.35	35,000.00
09-0121-4707	YOUTH PROGRAMMING	2,295.00	1,000.00	495.00	24.75	2,000.00
09-0121-4708	ADULT PROGRAMMING	3,180.38	2,500.00	0.00	0.00	3,000.00
09-0121-4710	IN-HOUSE COURSES	4,120.00	5,000.00	1,525.00	38.13	4,000.00



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09-0121-4711	ROLL INTO SUMMMER REVENUE	3,797.28	0.00	0.00	0.00 1,300.00
<b>Total Revenue</b>		57,651.52	48,500.00	5,795.83	10.11 57,300.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		57,651.52	48,500.00	5,795.83	10.11 57,300.00
<b>0125 GROUNDSRENTALS</b>					
<b>Revenue</b>					
09-0125-4610	BALLDIAMONDS	6,565.93	6,000.00	584.09	8.99 6,500.00
09-0125-4620	SOCCERFIELDS	4,966.11	6,000.00	0.00	0.00 5,000.00
09-0125-4621	BELL MOBILITY - TOWER RENT	14,375.00	14,375.00	14,375.00	100.00 14,375.00
09-0125-4628	GRANTON PARK	1,080.00	500.00	159.30	15.93 1,000.00
09-0125-4629	PAVILLIONS	752.25	850.00	44.25	5.21 850.00
09-0125-4630	SOLAR REVENUE	11,000.00	11,000.00	8,250.00	75.00 11,000.00
<b>Total Revenue</b>		38,739.29	38,725.00	23,412.64	60.46 38,725.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		38,739.29	38,725.00	23,412.64	60.46 38,725.00
<b>0126 LIQUOR REVENUE</b>					
<b>Revenue</b>					
09-0126-4805	LIQUOR SALES	51,180.73	50,000.00	7,155.22	14.31 50,000.00
09-0126-4815	REBATES	0.00	0.00	256.00	0.00 0.00
<b>Total Revenue</b>		51,180.73	50,000.00	7,411.22	14.82 50,000.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		51,180.73	50,000.00	7,411.22	14.82 50,000.00
<b>0130 MISCELLANEOUS</b>					
<b>Revenue</b>					
09-0130-4805	ADVERTISING	12,192.12	5,000.00	50.00	0.42 12,000.00
09-0130-4810	CRAFT SHOW	19,869.16	20,000.00	0.00	0.00 20,000.00
09-0130-4820	INTEREST&PENALTIES	581.04	1,000.00	139.82	27.96 500.00
09-0130-4826	HOCKEYVILLE REVENUES	1,190.00	0.00	0.00	0.00 0.00
09-0130-4827	YMCA - DAYCARE RENT	9,079.44	15,000.00	8,082.63	75.00 10,776.84
09-0130-4830	DONATIONS	3,100.00	3,100.00	2,191.25	70.69 3,100.00
09-0130-4840	GRANTS	0.00	0.00	2,505.00	0.00 0.00
09-0130-4841	ENERGY GRANTS	0.00	0.00	0.00	0.00 0.00
09-0130-4842	SENIOR CENTRE PROGRAMMING	0.00	0.00	0.00	0.00 0.00
09-0130-4850	OTHERREVENUE	2,807.49	5,000.00	964.11	19.28 5,000.00
09-0130-4855	TRANSFER FROM ARENA RESER'	0.00	0.00	0.00	0.00 0.00
09-0130-4856	NET GAIN/LOSS ON ASSET DISPC	(50,034.88)	0.00	0.00	0.00 0.00
09-0130-4860	OVERAGES&SHORTAGES	0.00	0.00	5.00	0.00 0.00
09-0130-4864	TRANSFER FROM EQUIPMENT RE	0.00	0.00	0.00	0.00 0.00
09-0130-4867	FED. DEV. ON GRANTS	0.00	0.00	0.00	0.00 0.00
09-0130-4888	OSCRF Grant	5,428.00	5,428.00	475.00	100.00 475.00
<b>Total Revenue</b>		4,212.37	54,528.00	14,412.81	27.80 51,851.84
<b>Dept Excess Revenue Over (Under) Expenditures</b>		4,212.37	54,528.00	14,412.81	27.80 51,851.84
<b>Category Excess Revenue Over (Under) Expenditures</b>		1,052,107.94	1,082,695.88	724,828.34	64.77 1,119,155.67

Category: 7???

**7100 MAINTENANCE & SUPPLIES**

**General Ledger**  
**Annual Department Budget vs. Actual Comparison Report**  
 Fiscal Year Ending: DEC 31,2020 - From Period 1 To Period 9 Ending SEP 30,2020

Account	Description	Previous Year Total		Current Year To Date		
		Actual	Budget	Actual	Budget Pct Used Total Budget	
<b>Expense</b>						
09-7100-5500	CANTEEN/VENDING SUPPLIES	14,287.48	10,000.00	1,859.06	23.24	8,000.00
09-7100-5515	MAINTENANCESUPPLIES	6,692.52	5,000.00	2,160.85	54.02	4,000.00
09-7100-5520	CLEANING/PAPER SUPPLIES	8,400.78	6,000.00	3,641.78	52.03	7,000.00
09-7100-5530	POOL SUPPLIES	5,380.73	3,000.00	0.00	0.00	3,500.00
09-7100-5535	MAINTENANCE CONTRACTS	11,362.84	12,000.00	5,777.14	57.77	10,000.00
09-7100-5540	BUILDINGMAINT-ARENA	15,102.29	22,000.00	8,942.60	59.62	15,000.00
09-7100-5545	BUILDINGMAINT-FACILITY	15,000.12	8,000.00	5,353.70	35.69	15,000.00
09-7100-5550	BUILDINGMAINT-POOL	3,674.75	2,500.00	288.60	14.43	2,000.00
09-7100-5560	BUILDINGMAINT- ACTIVE LIVING C	5,010.21	2,000.00	1,161.11	58.06	2,000.00
09-7100-5575	EQUIPMENTMAINTENANCE	95.31	5,000.00	327.44	16.37	2,000.00
09-7100-5580	SNOWREMOVAL	4,828.46	3,500.00	7,910.00	98.88	8,000.00
09-7100-5585	WASTECOLLECTION/RECYCLING	4,548.32	4,000.00	1,947.68	48.69	4,000.00
09-7100-5590	RESURFACEREXPENSE	385.90	1,500.00	659.14	43.94	1,500.00
09-7100-5595	REFRIGERATIONEXPENSE	23,002.52	12,000.00	1,743.55	14.53	12,000.00
09-7100-5596	FUEL - TRUCK	2,235.78	2,500.00	2,327.33	93.09	2,500.00
09-7100-5597	ARENA TRUCK - MAINTENANCE	908.85	1,000.00	1,348.75	134.88	1,000.00
<b>Total Expense</b>		120,916.86	100,000.00	45,448.73	46.61	97,500.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		(120,916.86)	(100,000.00)	(45,448.73)	46.61	(97,500.00)
<b>7105 ADMINISTRATION</b>						
<b>Expense</b>						
09-7105-5010	WAGES-MANAGEMENT/ADMIN	151,162.81	146,000.00	115,405.47	71.68	161,000.00
09-7105-5011	WAGES-ASSISTANTS	249,573.59	241,200.00	173,151.56	60.54	286,000.00
09-7105-5012	WAGES-CANTEEN	1,536.68	5,000.00	2,012.56	50.31	4,000.00
09-7105-5013	WAGES-POOL	29,008.87	25,000.00	0.00	0.00	30,000.00
09-7105-5014	WAGES - BARTENDERS	4,578.61	10,000.00	424.70	8.49	5,000.00
09-7105-5015	WAGES - PROGRAMS	32,264.36	30,000.00	1,856.79	6.19	30,000.00
09-7105-5016	WAGES - SUMMER STUDENTS	14,124.99	10,000.00	0.00	0.00	10,000.00
09-7105-5017	WAGES - PART-TIME CLEANERS	60.32	0.00	0.00	0.00	0.00
09-7105-5030	CPP&EI	30,921.37	30,000.00	19,420.57	58.85	33,000.00
09-7105-5031	GROUPINSURANCE	22,003.68	24,000.00	17,988.45	74.95	24,000.00
09-7105-5032	SAVINGSPLAN-RRSP	3,207.00	1,442.88	2,543.53	73.08	3,480.67
09-7105-5033	WSIB	14,125.64	15,000.00	7,767.69	51.78	15,000.00
09-7105-5034	EHTEXPENSE	9,836.24	9,000.00	5,848.13	56.78	10,300.00
09-7105-5035	OMERS	27,255.42	27,300.00	22,216.32	72.84	30,500.00
09-7105-5215	TRAINING&CONFERENCES	10,491.12	8,000.00	2,968.84	29.69	10,000.00
<b>Total Expense</b>		600,150.70	581,942.88	371,604.61	56.97	652,280.67
<b>Dept Excess Revenue Over (Under) Expenditures</b>		(600,150.70)	(581,942.88)	(371,604.61)	56.97	(652,280.67)
<b>7106 PROGRAM EXPENSES</b>						
<b>Expense</b>						
09-7106-5019	SENIOR CENTRE PROGRAMMING	2,805.35	2,000.00	1,408.00	17.60	8,000.00
09-7106-5020	EQUIPMENT & CRAFTS	2,654.10	3,000.00	934.16	37.37	2,500.00
09-7106-5021	HOCKEYVILLE EXPENSES	1,826.51	0.00	0.00	0.00	0.00
09-7106-5022	ROLL INTO SUMMER EVENT	2,518.92	0.00	0.00	0.00	1,500.00
09-7106-5025	PROGRAM MARKETING	0.00	500.00	0.00	0.00	0.00
09-7106-5026	IN HOUSE COURSES	2,937.60	3,000.00	964.51	32.15	3,000.00
09-7106-5027	OSRC Program Expenses	5,428.00	5,428.00	475.00	100.00	475.00

**General Ledger**  
**Annual Department Budget vs. Actual Comparison Report**  
 Fiscal Year Ending: DEC 31,2020 - From Period 1 To Period 9 Ending SEP 30,2020

Account	Description	Previous Year Total		Current Year To Date	Budget Pct Used	Total Budget
		Actual	Budget	Actual		
<b>Total Expense</b>		18,170.48	13,928.00	3,781.67	24.44	15,475.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		(18,170.48)	(13,928.00)	(3,781.67)	24.44	(15,475.00)
<b>7107 LIQUOR EXPENSE</b>						
<b>Expense</b>						
09-7107-5100	BAR SUPPLIES	1,895.13	3,500.00	56.02	2.80	2,000.00
09-7107-5440	BAR - LIQUOR EXPENSE	25,607.05	32,000.00	2,733.77	13.67	20,000.00
<b>Total Expense</b>		27,502.18	35,500.00	2,789.79	12.68	22,000.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		(27,502.18)	(35,500.00)	(2,789.79)	12.68	(22,000.00)
<b>7110 UTILITIES</b>						
<b>Expense</b>						
09-7110-5050	HYDRO-ARENA	167,327.27	170,000.00	53,603.28	31.53	170,000.00
09-7110-5053	HYDRO-GROUNDS	1,649.56	1,800.00	436.37	24.24	1,800.00
09-7110-5054	HYDRO-LIONS'SHED	764.18	1,000.00	449.57	0.00	0.00
09-7110-5055	WATER&SEWAGE	9,033.41	9,000.00	2,126.90	22.39	9,500.00
09-7110-5056	NATURALGAS-MAIN HALL & DAYC	5,225.88	10,000.00	4,308.96	57.45	7,500.00
09-7110-5057	NATURALGAS-POOL, ARENA, LIOI	9,902.13	9,750.00	6,907.49	76.75	9,000.00
09-7110-5058	PROPANE	3,673.44	3,000.00	841.50	23.38	3,600.00
09-7110-5060	TELEPHONE/CELL PHONES	4,341.25	4,000.00	3,757.51	93.94	4,000.00
<b>Total Expense</b>		201,917.12	208,550.00	72,431.58	35.26	205,400.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		(201,917.12)	(208,550.00)	(72,431.58)	35.26	(205,400.00)
<b>7111 PARKS MAINTENANCE</b>						
<b>Expense</b>						
09-7111-5000	COMMUNITY CENTRE GROUNDS	8,027.83	15,000.00	8,400.78	105.01	8,000.00
09-7111-5005	MARKET ST. PARK	2,802.90	5,000.00	461.51	9.23	5,000.00
09-7111-5011	LUCAN ESTATES PARK	0.00	0.00	551.65	0.00	0.00
09-7111-5012	RIDGE CROSSING/OLD CLOVER	503.85	5,000.00	0.00	0.00	1,000.00
09-7111-5015	ELM ST. PARK/SPLASHPAD	20,737.15	20,000.00	3,299.27	15.71	21,000.00
09-7111-5020	GRANTON PARK	11,162.21	11,275.00	1,799.52	29.99	6,000.00
09-7111-5021	TREES	635.00	1,000.00	4,435.00	177.40	2,500.00
09-7111-5022	TRAILS	0.00	0.00	0.00	0.00	0.00
09-7111-5023	PARK SUPPLIES	2,842.48	1,500.00	3,073.06	153.65	2,000.00
09-7111-5035	MOWER - MAINTENANCE	3,170.90	3,000.00	1,184.70	59.24	2,000.00
09-7111-5330	DIESEL FUEL	0.00	2,250.00	532.78	26.64	2,000.00
<b>Total Expense</b>		49,882.32	64,025.00	23,738.27	47.96	49,500.00
<b>Dept Excess Revenue Over (Under) Expenditures</b>		(49,882.32)	(64,025.00)	(23,738.27)	47.96	(49,500.00)
<b>7115 MISCELLANEOUS</b>						
<b>Expense</b>						
09-7115-5040	ADVERTISING	1,171.25	1,250.00	141.98	14.20	1,000.00
09-7115-5041	CRAFT SHOW EXPENSE	1,560.83	2,000.00	20.31	1.35	1,500.00
09-7115-5045	LICENCES&REGISTRATIONS	3,676.62	2,250.00	3,005.79	100.19	3,000.00
09-7115-5070	AUDITFEES	2,000.00	2,000.00	0.00	0.00	2,000.00
09-7115-5090	INSURANCE	35,829.48	38,000.00	27,528.47	72.44	38,000.00
09-7115-5100	OFFICESUPPLIES	2,886.05	2,500.00	665.62	33.28	2,000.00
09-7115-5220	MILEAGE	1,060.81	2,000.00	0.00	0.00	1,000.00

**General Ledger**  
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Account	Description	Previous Year Total		Current Year To Date	
		Actual	Budget	Actual	Budget Pct Used Total Budget
09-7115-5300	CLOTHING/SAFETY WEAR	1,958.03	3,750.00	606.04	24.24 2,500.00
09-7115-5335	ICE RENTAL DONATIONS	22,574.70	22,000.00	8,630.41	37.52 23,000.00
09-7115-5400	MISCELLANEOUSEXPENSE	2,969.66	2,000.00	45.00	2.25 2,000.00
09-7115-5720	BANK/PAYROLL/COLLECTIONCHA	828.49	1,000.00	616.93	61.69 1,000.00
09-7115-9999	DRA ARENA-UFCO	(185,505.45)	0.00	0.00	0.00 0.00
<b>Total Expense</b>		<b>(108,989.53)</b>	<b>78,750.00</b>	<b>41,260.55</b>	<b>53.59 77,000.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>108,989.53</b>	<b>(78,750.00)</b>	<b>(41,260.55)</b>	<b>53.59 (77,000.00)</b>
<b>7200 CAPITAL</b>					
<b>Expense</b>					
09-7200-9225	GRANTON PARK PROJECT	0.00	0.00	0.00	0.00 0.00
09-7200-9226	COMMUNITY CENTRE PARK REVI	0.00	0.00	0.00	0.00 0.00
09-7200-9227	TRAILER	0.00	0.00	0.00	0.00 0.00
09-7200-9232	FURNACE/AC - WHF	0.00	0.00	0.00	0.00 0.00
09-7200-9233	ENGINEERING-BLDG.REHAB.	0.00	0.00	0.00	0.00 0.00
09-7200-9234	MARKET ST. PARK CONCRETE	0.00	0.00	0.00	0.00 0.00
<b>Total Expense</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 0.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 0.00</b>
<b>Category Excess Revenue Over (Under) Expenditures</b>		<b>(909,550.13)</b>	<b>(1,082,695.88)</b>	<b>(561,055.20)</b>	<b>50.13 (1,119,155.67)</b>
<b>Category: 9???</b>					
<b>9000 RESERVES</b>					
<b>Expense</b>					
09-9000-6000	TRANSFER TO RESERVES	(42,947.64)	0.00	0.00	0.00 0.00
<b>Total Expense</b>		<b>(42,947.64)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 0.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>42,947.64</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 0.00</b>
<b>9070 DEPRECIATION EXPENSE</b>					
<b>Expense</b>					
09-9070-9000	DEPRECIATION EXPENSE	185,505.45	0.00	0.00	0.00 0.00
<b>Total Expense</b>		<b>185,505.45</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 0.00</b>
<b>Dept Excess Revenue Over (Under) Expenditures</b>		<b>(185,505.45)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 0.00</b>
<b>Category Excess Revenue Over (Under) Expenditures</b>		<b>(142,557.81)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 0.00</b>

**General Ledger**  
**Annual Department Budget vs. Actual Comparison Report**  
 Fiscal Year Ending: DEC 31,2020 - From Period 1 To Period 9 Ending SEP 30,2020

Account	Description	Previous Year Total		Current Year To Date	
		Actual	Budget	Actual	Budget Pct Used Total Budget
<b>REPORT SUMMARY</b>					
09-0100	ICERENTALS	291,608.28	281,000.00	97,683.10	33.34 293,000.00
09-0105	CONCESSION	12,388.93	14,000.00	3,787.92	27.06 14,000.00
09-0110	LEVIES	544,942.88	544,942.88	563,278.83	100.00 563,278.83
09-0115	POOL RENT	17,968.70	17,000.00	144.07	0.85 17,000.00
09-0120	HALL RENTALS	33,415.24	34,000.00	8,901.92	26.18 34,000.00
09-0121	PROGRAMMING REVENUE	57,651.52	48,500.00	5,795.83	10.11 57,300.00
09-0125	GROUNDRENTALS	38,739.29	38,725.00	23,412.64	60.46 38,725.00
09-0126	LIQUOR REVENUE	51,180.73	50,000.00	7,411.22	14.82 50,000.00
09-0130	MISCELLANEOUS	4,212.37	54,528.00	14,412.81	27.80 51,851.84
<b>Fund 09 Total Revenue</b>		<b>1,052,107.94</b>	<b>1,082,695.88</b>	<b>724,828.34</b>	<b>64.77 1,119,155.67</b>
09-7100	MAINTENANCE & SUPPLIES	120,916.86	100,000.00	45,448.73	46.61 97,500.00
09-7105	ADMINISTRATION	600,150.70	581,942.88	371,604.61	56.97 652,280.67
09-7106	PROGRAM EXPENSES	18,170.48	13,928.00	3,781.67	24.44 15,475.00
09-7107	LIQUOR EXPENSE	27,502.18	35,500.00	2,789.79	12.68 22,000.00
09-7110	UTILITIES	201,917.12	208,550.00	72,431.58	35.26 205,400.00
09-7111	PARKS MAINTENANCE	49,882.32	64,025.00	23,738.27	47.96 49,500.00
09-7115	MISCELLANEOUS	(108,989.53)	78,750.00	41,260.55	53.59 77,000.00
09-7200	CAPITAL	0.00	0.00	0.00	0.00 0.00
09-9000	RESERVES	(42,947.64)	0.00	0.00	0.00 0.00
09-9070	DEPRECIATION EXPENSE	185,505.45	0.00	0.00	0.00 0.00
<b>Fund 09 Total Expenditure</b>		<b>1,052,107.94</b>	<b>1,082,695.88</b>	<b>561,055.20</b>	<b>50.13 1,119,155.67</b>
<b>Fund 09 Excess Revenue Over (Under) Expenditures</b>		<b>0.00</b>	<b>0.00</b>	<b>163,773.14</b>	<b>0.00 0.00</b>
<b>Report Total Revenue</b>		<b>1,052,107.94</b>	<b>1,082,695.88</b>	<b>724,828.34</b>	<b>64.77 1,119,155.67</b>
<b>Report Total Expenditure</b>		<b>1,052,107.94</b>	<b>1,082,695.88</b>	<b>561,055.20</b>	<b>50.13 1,119,155.67</b>
<b>Report Excess Revenue Over (Under) Expenditures</b>		<b>0.00</b>	<b>0.00</b>	<b>163,773.14</b>	<b>0.00 0.00</b>

# Memo

**To:** Mayor and Council  
**From:** Jeff Little, Public Works Manager  
**Subject:** Hodgins Drain – Branch B Tender  
**Report No.** PW-24-2020  
**Date:** October 6, 2020

## BACKGROUND:

This drain was tendered and four sealed bids were received on September 22, 2020. Work includes a new closed drain (Branch 1) to be constructed as well as a new 300mm-750mm tile (Branch B) to be constructed which will work in conjunction with the existing tile.

Bid results are below for Council's review.

COMPANY NAME	CONTINGENCY	TOTAL PRICE with HST
Robinson Farm Drainage	\$320.00	\$ 109,406.60
A.G. Hayter Contracting Ltd.	\$9,120.00	\$118,542.65
Van Bree Drainage	\$7,200.00	\$126,362.25
Cassidy Construction	\$7,200.00	\$123,613.86

## DISCUSSION:

All four bids are within the cost estimate of \$165,000.00 provided by Spriet Associates in the Hodgins Drain - Branch B Report dated August 27, 2020. All bids are considered complete and have been reviewed by Spriet Associates

## IMPACTS TO BUDGET:

The 2020 budget includes the Township's assessment for this drain.

## STRATEGIC PLAN:

This matter aligns with the following strategic priorities:

Strategic Direction Two – Goal #1: Promote the Rural and Urban economy.

The installation of the drain creates improved infrastructure that promotes a possible increase in the surrounding economy.

**RECOMMENDATION:**

That Council authorizes staff to accept the tender for the Hodgins Drain – Branch B from Robinson Drainage in the amount of \$109,406.60 including HST and award same upon final reading of the by-law.

*Jeff Little*

Jeff Little  
Public Works Manager

# Memo

**To:** Mayor and Council  
**From:** Jeff Little, Public Works Manager  
**Report No.** PW-25-2020  
**Subject:** Damage to Township Right of Way  
**Date:** October 1, 2020

## **BACKGROUND:**

In late August, a resident took down a number of trees in the Township road allowance. The landowner was aware that they needed permission from the Township but chose to proceed without it. Upon being made aware of the situation, Staff considered the different options available to resolve the issue. As a private landowner, the Township could request police involvement and pursue legal action. As a municipality, by-laws are the best option to control residents' actions. A by-law establishes rules and guidelines to be followed along with penalties or consequences if not. The Township does not currently have a by-law related to tree damage/removal or right of way damage.

## **DISCUSSION:**

An example of a by-law developed by a neighbouring municipality has been attached. The by-law does include fines but the important aspect of the by-law is the ability for the damage to be fixed and the right of way to be returned to original condition. In the event that this does not occur, the municipality can arrange to have this done and charge the cost back to the resident.

## **FINANCIAL IMPACT:**

There is no financial impact to the Township.

## **STRATEGIC PLAN:**

- SERVICE ENHANCEMENT. Goal #2 Coordination of Services.

Action #2. Develop a customer relationship management approach to delivering services. A by-law helps define enforceable expectations and responsibilities.

## **RECOMMENDATION:**

That council direct staff to prepare a by-law for council review that protects the right of way of the Township.

*Jeff Little*

Jeff Little, Manager of Public Works





**MUNICIPALITY OF MIDDLESEX CENTRE  
BY-LAW 63-2020**

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Being a By-law to regulate the use of the municipal right of way in the Municipality of Middlesex Centre.

**MUNICIPAL RIGHT OF WAY BY-LAW**

**WHEREAS** Section 11(3)1. of the Municipal Act, 2001, S.O. 2001, c. 25, as amended (the "Municipal Act, 2001"), authorizes a municipality to pass by-laws respecting highways;

**AND WHEREAS** Section 27(1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended (the "Municipal Act, 2001"), states that a municipality may pass by-laws in respect of a highway only if it has jurisdiction over the highway;

**AND WHEREAS** Section 35 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended (the "Municipal Act, 2001"), states that a municipality may pass by-laws removing or restricting the common law right of passage by the public over a highway and the common law right of access to the highway by an owner of land abutting a highway;

**AND WHEREAS** Section 128 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended (the "Municipal Act, 2001"), provides that a local municipality may prohibit and regulate with respect to public nuisances, including matters that, in the opinion of Council are or could become public nuisances;

**AND WHEREAS** Section 425 of Municipal Act, 2001, S.O. 2001, c. 25, as amended (the "Municipal Act, 2001"), provides that a municipality may pass by-laws providing that a person who contravenes a by-law of the municipality is guilty of an offence;

**AND WHEREAS** Section 436 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended (the "Municipal Act, 2001"), provides that a municipality has the power to pass by-laws providing that the municipality may enter on land at any reasonable time for the purpose of carrying out an inspection to determine whether or not a by-law of the municipality is being complied with;

**AND WHEREAS** Section 446 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended (the "Municipal Act, 2001"), the municipality has the authority under this or any other Act or under a by-law to direct or require a person to do a matter or thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense.

**AND WHEREAS** Section 446 (3) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended (the "Municipal Act, 2001"), provides that the municipality may recover the costs of doing a matter or thing under subsection (1) from the person directed or required to do it by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes.

**AND WHEREAS** Section 446 (5) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended (the "Municipal Act, 2001"), The costs include interest calculated at a rate of 15 per cent per annum or such lesser rate as may be determined by the municipality, calculated for the period commencing on the day the municipality incurs the costs and ending on the day the costs, including the interest, are paid in full.

**AND WHEREAS** the Ontario Police Services Act, R.S.O. 1990, C. P15, as amended, provides that Council may appoint Municipal By-Law Enforcement Officers to enforce all municipal by-laws; and

**AND WHEREAS** the Provincial Offences Act, R.S.O. 1990, c. P.33, s.61, as amended (the Provincial Offences Act), every person who is convicted of an offence is liable to a fine of not more than \$5,000.

**NOW THEREFORE BE IT RESOLVED THAT** the Council of The Corporation of the Municipality of Middlesex Centre **HEREBY ENACTS AS FOLLOWS:**

**1. DEFINITIONS**

**"Boulevard"** means all parts of a municipal right of way save and except the roadway, shoulder and/or walkway;

**"Cleared"** means the removal of weeds or grass more than 6 inches in height.

**"Driveway"** means an access within a municipal right of way facilitating or supporting vehicular travel (continuous, intermittent or temporary) between the roadway and a private property;

**"Director"** means the Director of Public Works & Engineering, authorized representative or officer;

**"License"** means a license or permit issued granting permission to do work approved by the Municipality of Middlesex Centre, County of Middlesex, Ministry of Transportation, or the jurisdiction with authority to grant approval;

**"Municipal Right of Way"** means land owned by The Corporation of the Municipality of Middlesex Centre as opened or unopened road allowances for the purposes of operating a public highway under the Municipal Act, 2001, a public walkway, municipal services or public utilities, but excludes Municipal lands owned or operated as parkland, creeks and watercourse, and related public trail systems;

**"Municipality"** means The Corporation of the Municipality of Middlesex Centre or the geographic area as the context requires;

**"Newspaper"** shall include any publication containing news, current events, feature articles or advertising;

**"Officer"** means a Police Officer, By-law Enforcement Officer, Building Inspector or Chief Building Official as appointed by the Council of the Municipality.

**"Owner"** means the holder(s) of a legal title to property, or tenants residing at the property.

**"Permitted Feature"** means a building, structure, sign, tree, pole or any other item that was granted permission by the Municipality to be located on the municipal right of way.

**"Person"** shall include an individual, partnership, and corporation.

**"Roadway"** means that part of the municipal right of way that is improved, designed or ordinarily used for vehicular traffic;

**"Settlement Area"** means a settlement area as identified in the municipality's Official Plan as amended;

**"Walkway"** means that part of a municipal right of way, outside of the roadway, set aside by the Municipality for the use of pedestrians; and

**"Vehicle"** includes a motor vehicle, trailer, traction engine, farm tractor, road-building machine, bicycle and any vehicle drawn, propelled or driven by any kind of power, motorized snow vehicle, off road vehicle, including muscular power, but does not include a street car.

**2. General Provisions**

- a) Prior to doing any work within a municipal right of way, every person shall obtain a Road Occupancy Permit, upon submitting an application in a form provided by the Director, and shall pay the applicable fees under the Fees & Charges By-law and will comply with the terms and conditions.
- b) Prior to construction of a new entrance or modification of an existing entrance, every person shall obtain a Road Entrance Permit, upon submitting an application in a form provided by the Director, and shall pay the applicable fees under the Fees & Charges By-law and will comply with the terms and conditions.
- c) Urban Driveway entrances shall comply with specifications outlined in the municipality's Infrastructure Design Standards Manual and Figures, as updated from time to time.
- d) Rural Driveway entrances shall comply with specifications outlined in the municipality's Infrastructure Design Standards Manual and Figures, as updated from time to time.
- e) Every owner shall keep the land cleared on the municipal right of way adjacent to their property within a settlement area.
- f) No person shall construct a driveway which exceeds the grade/elevation of the asphalt at the edge of the roadway.

**3. GENERAL PROHIBITIONS**

No person unless authorized by by-law, license or written permission provided by the Director shall:

- a) Place equipment or materials of any kind upon or within a municipal right of way;
- b) Close a municipal right of way in whole or in part;
- c) Undertake any activity that negatively impacts the use & function of a municipal right of way;
- d) Deface or place graffiti on any permitted feature within a municipal right of way;
- e) Permit or cause oils, chemicals or substances to be deposited or spilled on a municipal right of way including spillage of any substances from a vehicle;
- f) Encumber or damage a municipal right of way by any means;
- g) Permit or cause any materials to be transferred from private property onto or across a municipal right of way within 75 metres of an intersection;
- h) Obstruct a drain, gutter, water course or culvert along or upon a municipal right of way;
- i) Place or throw any material, including snow and ice, onto a municipal right of way;
- j) Display or exhibit merchandise or articles of any nature kind within a municipal right of way;
- k) Solicit or sell any real or personal property or merchandise within a municipal right of way;
- l) Remove or alter any material, equipment or device placed within a municipal right of way by the Municipality;
- m) Permit any building or structure, clothing storage bins to be moved into a municipal right of way;

- n) Allow any box for the dispensing of newspapers or other consumer products on the municipal right of way;
- o) Install or construct a culvert within any municipal right of way;
- p) Construct, widen, remove or alter any driveway or curb cut within a municipal right of way;
- q) Allow any part of a tree, shrub, sapling, hedge or any other plant to extend over or upon any municipal right of way, so as to interfere with, impede or endanger persons using the municipal right of way;
- r) Construct, plant or maintain any form of garden or plant material within a municipal right of way;
- s) Permit or cause the discharge of water directly onto a municipal right of way;
- t) Congregate, sit or stand so as to obstruct the free passage of either pedestrian or vehicular traffic on any walkway or roadway regulated by this by-law;
- u) Pull down, destroy, deface or in any way interfere with, any municipal infrastructure, including but not limited to, any post, surveyor's mark, bench mark, traffic sign, roadway name sign, sign board, regulatory sign, traffic signal, traffic cone, or any other traffic control device, affixed or placed on a municipal right of way;
- v) Permit any flood light to directly or indirectly illuminate a municipal right of way that may cause a safety concern or nuisance;
- w) Bring a vehicle on a municipal right of way unless mud, clay, lime, fertilizer, manure or similar material has been removed to ensure an obstruction or dangerous condition or nuisance is not created;
- x) Load a vehicle as to permit or cause the contents thereof to fall, spill or be deposited upon or cause damage to a municipal right of way;
- y) Plant, grow, cultivate or maintain any crop on the municipal right of way;
- z) Permit any animal to defecate on the municipal right of way without picking it up;
- aa) Permit an obstruction or fence as to interfere with a municipal right of way;
- bb) Attach any sign, handbill, poster, or item to any tree, hydro pole, traffic light or object located on the municipal right of way;
- cc) Cause or permit a fire on the municipal right of way;
- dd) Permit any plants, trees, hedges, shrubs, tall grass, fences, or pile rocks, snow or any material within two (2) metres of any fire hydrant;
- ee) Fail to keep land cleared on municipal right of way adjacent to property within a settlement area;
- ff) Remove or trim trees, in a way that may damage the tree, on municipal right of way;
- gg) Load or unload a farm tractor, trailer or other commercial vehicles on right of ways for the purpose of farm or commercial operations within 75 metres of an intersection;
- hh) Access properties at locations other than designated driveways;
- ii) Construct concrete or paving stone driveway less than 1.5 m from the edge of an abutting asphalt roadway with no curb.

#### **4. EXEMPTIONS**

- a) Notwithstanding Section 3 p) of this by-law, driveways within unassumed plans of subdivision may be constructed in accordance with the approved plans for that subdivision.
- b) Notwithstanding Sections 3 p) of this by-law, an owner of driveway is required and permitted to perform routine maintenance on the portion of their driveway within the municipal right of way to ensure it's in good working order and safe condition.
- c) The prohibitions contained in this by-law do not apply to an employee or an agent of the Municipality when engaged in the delivery of a municipal service.
- d) The prohibitions contained in this by-law do not apply to employee or agents of Emergency Medical Services, Ontario Provincial Police, and Middlesex Centre Fire Department, who are acting within the scope of their duties.
- e) Utilities may be exempt from paying fees for a license, at the discretion of the Director.

#### **5. TERMS AND CONDITIONS OF PERMITS**

- a) Every person shall comply with the terms and conditions of a license issued by the Municipality in accordance with the Use of Municipal Right of Ways.

#### **6. COST TO RESTORE LANDS – NOT REPAIRED AS SPECIFIED IN THE LICENSE**

- a) Where the cost of repairing and restoring the municipal right of way exceeds any amount held on deposit or posted as security, the excess amount of the costs shall be a debt owing to the Municipality, and in addition to any other remedy available to it, the Municipality may recover the excess amount of the costs by action or by adding the excess amount of the costs to the tax roll of the license holder's lands and collecting them in the same manner as taxes.

#### **7. NOTICE, RIGHT TO REPAIR & ADD TO TAXES**

- a) If a person fails to comply with any provisions of this by-law, they shall be given notice in writing from the Director indicating the particulars of the contravention, the location, required action to repair or restore and a specific time wherein compliance must be achieved. If the required action is not completed within the specified time frame, the Municipality may do the work or arrange for the work to be done and may recover all expenses, including administrative fees, from the person by action, or collect them in the same manner as municipal taxes.
- b) The notice in Section 7 a) may be given by personal service or sent by registered mail to the last address known address as verified in the Municipality's records system.

#### **8. REPAIRS DUE TO EMERGENCY & PUBLIC SAFETY ISSUES**

- a) In any case where the action of a person contravenes this by-law and that action poses a danger to the public, the notice under Section 7 is not required and the Director or any person authorized to enforce this by-law may immediately take the following action:
  - i) remove and dispose of any item, structure or material placed or deposited on a municipal right of way contrary to this by-law and take any necessary steps to repair or reinstate the municipal right of way; and
  - ii) send a notice to the owner or person responsible for the item, structure or material that the object has been removed at the owner or person's expense.

- b) The Municipality may recover expenses resulting from actions taken in accordance with this Section by action, or it may collect them in the same manner as municipal taxes.

**9. PENALTY**

- a) Every person who contravenes any of the provisions of this By-law is guilty of an offence and liable upon conviction to a penalty as prescribed under the Provincial Offences Act or as set out in Schedule A "Set Fines" to this By-law.
- b) Every person who contravenes any provision of this By-law is guilty of an offence under the provisions of the Provincial Offences Act, R.S.O 1990, c P.33, as amended, and is liable on conviction to a penalty not exceeding \$5,000, exclusive of costs, subject to the provisions of the Act.
- c) Every Person who contravenes any of the provisions of this By-law is guilty of an offence and, pursuant to Section 429 of the Municipal Act, 2001, c. 25, as amended all contraventions of this By-law are designated as continuing offences.

**10. FEES AND CHARGES**

- a) All costs will be recovered with interest in relation to the administration and enforcement of this By-law under The Municipal Act 2001, S.O. 2001, c. 25, as amended Section 446 (3) & (5).

**11. SEVERABILITY**

In the event that any provision or part of this By-Law is found to be invalid or unenforceable for any reason whatsoever, then the particular provision or part thereof shall be deemed to be severed from the remainder of the By-Law and all other provisions or parts thereof shall remain in full force and shall be valid and enforceable to the fullest extent permitted by law.

**12. SHORT TITLE**

This By-law may be cited as the "Municipal Right of Way By-Law."

**13. REPEALED BY-LAWS & FORCE IN EFFECT**

That By-law No.2018-065, passed by the Council of Middlesex Centre on the 14th day of August, 2018 be hereby repealed upon final approval of the applicable set fines and short form wordings for this by-law by the Chief Judge of the Ontario Court (Provisional Division).

Passed and Enacted this 12<sup>th</sup> day of August, 2020.

  
 \_\_\_\_\_  
 Aina DeViet, Mayor

  
 \_\_\_\_\_  
 Michael Di Lullo, Deputy Clerk

## SCHEDULE "A"

## TO BY-LAW NO. 63-2020

## MUNICIPALITY OF MIDDLESEX CENTRE

## SET FINE SCHEDULE

## PART 1 – PROVINCIAL OFFENCES ACT

By-law No. 63-2020 (Municipal Right of Way By-law)

Item	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Set Fine
1	Construct a driveway which exceeds the grade/elevation of of the roadway.	Section 2 (f)	\$105.00
2	Place equipment/material on municipal right of way	Section 3(a)	\$105.00
3	Close a municipal right of way in whole or in part	Section 3(b)	\$105.00
4	Activity that negatively impacts the use of a municipal right of way	Section 3(c)	\$105.00
5	Activity that negatively impacts the function of a municipal right of way	Section 3(c)	\$105.00
6	Deface or place graffiti on any permitted feature within a municipal right of way	Section 3(d)	\$105.00
7	Permit oils to be deposited or spilled on a municipal right of way	Section 3(e)	\$300.00
8	Permit chemicals to be deposited or spilled on a municipal right of way	Section 3(e)	\$300.00
9	Permit substances to be deposited or spilled on a municipal right of way	Section 3(e)	\$300.00
10	Permit spillage of any substances from a vehicle onto a municipal right of way	Section 3(e)	\$300.00
11	Cause oils to be deposited or spilled on a municipal right of way	Section 3(e)	\$300.00
12	Cause chemicals to be deposited or spilled on a municipal right of way	Section 3(e)	\$300.00
13	Cause substances to be deposited or spilled on a municipal right of way	Section 3(e)	\$300.00
14	Cause spillage of any substances from a vehicle onto a municipal right of way	Section 3(e)	\$300.00
15	Encumber a municipal right of way	Section 3(f)	\$150.00
16	Damage a municipal right of way	Section 3(f)	\$300.00
17	Permit materials to be transferred from private property onto a municipal right of way within 75 metres of intersection	Section 3(g)	\$150.00
18	Cause materials to be transferred from private property onto a municipal right of way within 75 metres of intersection	Section 3(g)	\$150.00
19	Obstruct a drain on a municipal right of way	Section 3(h)	\$150.00
20	Obstruct a gutter on a municipal right of way	Section 3(h)	\$150.00
21	Obstruct a water course on a municipal right of way	Section 3(h)	\$150.00
22	Obstruct a culvert on a municipal right of way	Section 3(h)	\$150.00
23	Materials placed/thrown on municipal right of way	Section 3(i)	\$105.00
24	Display merchandise or articles within a municipal right of way	Section 3(j)	\$105.00
25	Exhibit merchandise or articles within a municipal right of way	Section 3(j)	\$105.00

Item	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Set Fine
26	Solicit/sell on a municipal right of way	Section 3(k)	\$105.00
27	Remove material placed within a municipal right of way by the municipality	Section 3(l)	\$200.00
28	Remove equipment place within a municipal right of way by the municipality	Section 3(l)	\$200.00
29	Remove device placed within a municipal right of way by the municipality	Section 3(l)	\$200.00
30	Alter material placed within a municipal right of way by the municipality	Section 3(l)	\$200.00
31	Alter equipment placed within a municipal right of way by the municipality	Section 3(l)	\$200.00
32	Alter device placed with a municipal right of way by the municipality	Section 3(l)	\$300.00
33	Permit building onto a municipal right of way	Section 3(m)	\$300.00
34	Permit structure onto a municipal right of way	Section 3(m)	\$200.00
35	Permit clothing storage bin onto a municipal right of way	Section 3(m)	\$200.00
36	Permit consumer products on a municipal right of way	Section 3(n)	\$105.00
37	Permit newspaper box on a municipal right of way	Section 3(n)	\$105.00
38	Install a culvert within a municipal right of way	Section 3(o)	\$200.00
39	Construct a culvert within a municipal right of way	Section 3(o)	\$200.00
40	Construct a driveway or curb cut within a municipal right of way	Section 3(p)	\$105.00
41	Widen a driveway or curb cut within a municipal right of way	Section 3(p)	\$105.00
42	Remove a driveway or curb cut within a municipal right of way	Section 3(p)	\$105.00
43	Alter a driveway or curb cut within a municipal right of way	Section 3(p)	\$105.00
44	Allow tree to extend over or upon municipal right of way	Section 3(q)	\$50.00
45	Allow shrub to extend over or upon municipal right of way	Section 3(q)	\$50.00
46	Allow sapling to extend over or upon municipal right of way	Section 3(q)	\$50.00
47	Allow a hedge to extend over or upon municipal right of way	Section 3(q)	\$50.00
48	Allow plant to extend over or upon municipal right of way	Section 3(q)	\$50.00
49	Construct a garden or plant material within a municipal right of way	Section 3(r)	\$50.00
50	Plant a garden or plant material within a municipal right of way	Section 3(r)	\$50.00
51	Maintain a garden or plant material within a municipal right of way	Section 3(r)	\$50.00
52	Discharge water onto a municipal right of way causing hazardous condition	Section 3(s)	\$200.00
53	Obstruct the free passage of pedestrian or vehicle traffic on any walkway or roadway	Section 3(t)	\$200.00
54	Pull down, destroy, deface any municipal infrastructure on a municipal right of way	Section 3(u)	\$105.00
55	Permit flood light to directly or indirectly illuminate a municipal right of way	Section 3(v)	\$105.00



Item	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Set Fine
56	Operate vehicle with wheels depositing mud, clay, lime, and similar material, fertilizer, manure, or similar material onto a municipal right of way	Section 3(w)	\$105.00
57	Load vehicle as to permit contents to fall onto a municipal right of way	Section 3(x)	\$150.00
58	Load vehicle as to permit contents to spill onto a municipal right of way	Section 3(x)	\$150.00
59	Load vehicle as to permit contents to deposit onto a municipal right of way	Section 3(x)	\$150.00
60	Load vehicle as to cause contents to fall onto a municipal right of way	Section 3(x)	\$150.00
61	Load vehicle as to cause contents to spill onto a municipal right of way	Section 3(x)	\$150.00
62	Load vehicle as to cause contents to deposit onto a municipal right of way	Section 3(x)	\$150.00
63	Plant any crop on municipal right of way	Section 3(y)	\$300.00
64	Grow any crop on municipal right of way	Section 3(y)	\$300.00
65	Cultivate any crop on municipal right of way	Section 3(y)	\$300.00
66	Permit animal to defecate on municipal right of way	Section 3(z)	\$50.00
67	Permit obstruction on municipal right of way	Section 3(aa)	\$105.00
68	Permit fence on municipal right of way	Section 3(aa)	\$200.00
69	Attach sign on municipal right of way	Section 3(bb)	\$105.00
70	Attach handbill on municipal right of way	Section 3(bb)	\$105.00
71	Attach poster on municipal right of way	Section 3(bb)	\$105.00
72	Attach item on municipal right of way	Section 3(bb)	\$105.00
73	Cause fire on municipal right of way	Section 3(cc)	\$200.00
74	Permit fire on municipal right of way	Section 3(cc)	\$105.00
75	Permit plants within two metres of fire hydrant	Section 3(dd)	\$105.00
76	Permit hedges within two metres of fire hydrant	Section 3(dd)	\$105.00
77	Permit shrubs within two metres of fire hydrant	Section 3(dd)	\$105.00
78	Permit tall grass within two metres of fire hydrant	Section 3(dd)	\$105.00
79	Permit fences within two metres of fire hydrant	Section 3(dd)	\$105.00
80	Permit rock piles within two metres of fire hydrant	Section 3(dd)	\$105.00
81	Pile snow within two metres of fire hydrant	Section 3(dd)	\$105.00
82	Pile material within two metres of fire hydrant	Section 3(dd)	\$105.00
83	Fail to clear municipal right of way adjacent to property in settlement area	Section 3 (ee)	\$105.00
84	Remove tree on municipal right of way	Section 3(ff)	\$305.00
85	Trim tree in way that may damage on municipal right of way	Section 3(ff)	\$105.00
86	Load farm tractor, trailer or commercial vehicle on right of way 75 metres from intersection.	Section 3(gg)	\$200.00

Item	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Set Fine
87	Unload farm tractor, trailer or commercial vehicle on right of way 75 metres from intersection.	Section 3(gg)	\$200.00
88	Fail to access property other than designated driveway	Section 3(hh)	\$105.00
89	Construct driveway 1.5 m from edge of roadway	Section 3 (ii)	\$105.00
9	Fail to comply with a license	Section 5(a)	\$200.00

Note: The general penalty provision for the offences listed above is Section 9(a) of By-law 63-2020, a certified copy of which has been filed.

# Memo

**To:** Mayor and Council  
**From:** Jeff Little, Manager of Public Works  
**Report No.:** PW-26-2020  
**Subject:** Public Safety and Traffic Calming Measures  
**Date:** October 2, 2020

## **BACKGROUND:**

At the August 11th council meeting, the Public Works Manager was asked to prepare a report for Council regarding traffic calming procedures that promote public safety. Specifically, Nicoline Avenue and Watson Street would be used as sample areas for focus.

## **DISCUSSION:**

Traffic calming; as defined by the Institute of Transportation Engineers is *“The combination of mainly physical measures that reduce the negative effects of motor vehicles, alter driver behaviour and improve conditions for non-motorized street users.”* Traffic calming measures are primarily designed for local streets with speed limits of 50 km or less. Rural roads or roads that are over 50 km still need to be reviewed but options are very limited with respect to traffic calming measures. In addition; school zones use traffic calming measures but do not follow the same criteria as local streets.

The main concern in residential neighbourhoods across most municipalities is motor vehicle speed. Other concerns can include traffic volume, heavy truck traffic, motorists not obeying stop signs and parking violations. When the rules of the road are not followed, residents may feel that their neighbourhood is not safe when they are out on or near the street.

The goal of implementing traffic calming measures is to create a safe environment on residential streets. This can promote more walking, cycling and lead to an improvement in the quality of life in a neighborhood. Methods of traffic calming can also be a contentious issue. There may be a backlash from some residents who disagree with it and the Township may receive requests that it be removed. Other potential disadvantages associated with traffic calming are:

- There is an expense to implement.
- There will be an increase in maintenance time and costs
- There could be a shifting of the problem to another street.
- Implementation can be viewed as unattractive to the neighbourhood.

When the Township receives a request to implement a traffic calming measure, location and details need to be tracked to determine best placement and method of traffic calming measures.

In larger municipalities where they receive a larger volume of requests, an investigation would begin at this point to determine if the conditions warrant traffic calming measures. Lucan-Biddulph Township has the ability to start with passive measures initially for the majority of requests/complaints that come in while analyzing information to determine the seriousness of the issue and whether further remediation may be required.

Passive measures include:

- Education (temporary signage, speed display sign, direct communication).
- Targeted Enforcement
- Pavement markings

This analysis is important for a number of reasons:

- Are the rules of the road not being followed? *Perception of speed could be higher than it actually is.*
- What is the extent of the problem? *Is it the same car driving through the neighbourhood? Is the complaint coming from only one person?*
- Is there something in the neighbourhood that affects the relationship of vehicles and residents? *A school, park, church, library, community centre or arena can all promote additional pedestrian traffic.*
- What is the traffic volume and type?
- Are there sidewalks? *One side or both sides of the road?*
- What are the conditions of the road? *Width, hills or curves can all play a role.*
- Is there a history of collisions?

The municipality should also have guidelines that provide a baseline to start the analysis. The following are common examples for consideration:

- **Traffic volume.** Traffic has to be above 20 vehicles per hour or 500 per day.
- **Percentage of violations.** The speed of 85% of the traffic is 10km over the speed limit.
- **The length of road.** Must be over 150m long.

Note: The Township receives regular requests to implement two methods that have not really been proven effective as traffic calming measures; all-way stops signs and children playing signs.

All-way stops, when used to slow traffic, have been shown to frustrate drivers resulting in an increase in heavy acceleration and poor compliance to the stop sign. There are more rear end collisions. Pedestrians tend to worry more at all-way stops about traffic flow and when they should cross.

Children Playing signs are designed to make drivers aware of a higher number of children in the area. An example of this is near a park. As most residential streets have children or potentially could have children, realistically, putting a sign everywhere would defeat the purpose of the sign. The highway traffic act does prohibit playing in the street.

If a safety concern is confirmed and the investigation of passive measures has been

exhausted the next step may be to move to physical measures.

- **Vertical Deflection:** This includes speed hump, speed cushion, raised intersection or raised cross walks.
- **Horizontal Deflection:** This includes curb extension, centre island median or roundabout.
- **Physical Obstruction:** This includes directional closure, raised median through the intersection or narrowing of the street.

Costs can range from \$1,000 (for temporary marker delineators that define lanes creating the illusion of a narrow road way) to \$8,000 (to install a speed hump or change a curb line) up to \$20,000 or \$40,000 (to install medians).

Before making a decision on the design of physical measures, a public information meeting or request for public input is recommended as these physical measures can change a neighborhood.

The Nicoline Ave and Watson Street Study

Over an eight-week span, traffic count and speed was recorded using the Township’s Speed Display sign. The sign was turned to silent mode so that speeds were not posted to warn drivers but the data was still recorded. Four spots on Nicoline Ave and two on Watson Street were used.

LOCATION	DATE	DIRECTION of TRAVEL	AVERAGE TRAFFIC COUNT per DAY and per HOUR	# VEHICLES IN VIOLATION (over 51 km per hour)	% OF VEHICLES in VIOLATION	85% of VEHICLE SPEED
120 Nicoline	Aug. 19 <sup>th</sup> to 23 <sup>rd</sup>	West	336 per day 15.5 per hour	8	0.5%	35 km per hour
115 Nicoline	Aug 24 <sup>th</sup> to 30 <sup>th</sup>	East	648 per day 27 per hour	6	0.1%	32 km per hour
142 Nicoline	Aug 31 <sup>st</sup> to Sept 2 <sup>nd</sup>	West	509 per day 21 per hour	5	0.3%	33 km per hour
131 Nicoline	Sept 16 <sup>th</sup> to Sept 20 <sup>th</sup>	East	397 per day 16.5 per hour	3	0.2%	27 km per hour
132 Watson	Sept 21 <sup>st</sup> to Sept 27 <sup>th</sup>	West	359 per day 14.4 per hour	19	0.8%	38 km per hour
115 Watson	Sept 28 <sup>th</sup> to Oct 1 <sup>st</sup>	east	442 per day 18.4 per hour	29	1.6%	36km per hour

There is a sidewalk on one side of the road throughout this area. With a small section of Nicoline Ave. having sidewalk on both sides between John St. and Kleinfeldt Ave.

There is no indication of collisions.

There is no park or school in the area.

Traffic volume is on the higher range for local streets.

There is less than 1% of cars speeding.

The majority of traffic is 10km below the speed limit.

Lengths of road reviewed are all over 150m. Some stretches are 300m long which can lead to speeding.

I did go out on-site to test the unit during which I found that it was difficult to reach a speed of over 50 km per hour. It took two attempts to reach 54 km per hour. One reason for this seems to be the cars parked on the side of the street (which is also a recommended way to slow traffic down on local roads).

I would recommend based on the information collected, that physical traffic calming measures are not warranted at this time. The road length and traffic volume indicate that the Township needs to continue to monitor traffic on an annual basis and continue to use passive measures. The speed display sign should be implemented annually. Introduction and usage of temporary signs could be used to remind drivers to slow down and pavement markings that narrow the road way could also promote community safety. Signs could be used on front lawns as well as at points on the street or the village that alert drivers to slow down.

Example of a community sign.



An easy measure that could be used is a delineator that marks the centre of the road. The cost to purchase is low, I would use caution when deciding on a location as it can be a hazard when cars are parked along the side of the street in conjunction with the delineator. As I continue to review the school zone on Beech, I may recommend it as a great option for that area.

Example of delineator.



Moving forward, the Township will continue to investigate Beech Street and look at Gilmour Drive.

Staff will continue to bring this item to council for discussion and approval due to the impact with the residents and the expansion of the service level provided.

**IMPACTS TO BUDGET:**

Passive measures are part of the sign budget in operations. Physical measures will be approved through the capital budget.

**STRATEGIC PLAN:**

This matter aligns with the following strategic priorities:

- Service Enhancement, Action #2: Develop a Customer Relationship Management approach to delivering services.

**RECOMMENDATION:**

Resolve that council accept the information report as presented and direct staff to continue reviewing areas of concern.

*Jeff Little*

Jeff Little  
Manager of Public Works

# Memo

**To:** Mayor and Council  
**From:** Jeff Little, Manager of Public Works  
**Report No.:** PW-27-2020  
**Subject:** Public Works Update  
**Date:** October 1, 2020

## **DISCUSSION:**

Fall is here and the following is an update on the items that the Public Works Department is either currently working on or what has recently been completed.

1. Sidewalk replacement has been completed for 2020. The activity ended at Nicoline Ave. The Township will continue in the spring on Nicoline, moving to Watson Street and Saintsbury Line.
2. Green bins are at the Public Works Garage. Additional bins will arrive in Granton on October 7<sup>th</sup>.
3. The County of Middlesex and County of Perth are negotiating maintenance of the Whalen Line. The section of road from Granton Line to Elginfield Road will not be included for this upcoming year so Perth South and The Township of Lucan Biddulph will be meeting to develop an agreement on maintenance of this section of road.
4. With COVID-19 rules in place, staff will be able to use the loader supplied by The Miller Group at the salt/sand storage facility. Road staff will work a modified schedule to ensure the two staff members are kept apart through the winter period.
5. The possibility of snow removal for the sidewalks in Clandeboye is being evaluated. A report will be brought to council.
6. A review of the Frank Street reconstruction project for 2021 will take place and an information report to council will follow.
7. FOG (Fats, Oils, Grease) cups were delivered to every residence in the village of Granton with a number of positive comments. Lisa and Julie have been working on educational posts to residents about the damage caused by flushing facemasks and gloves etc.
8. A generator inspection was completed throughout all facilities that are deemed emergency locations. The fuel supplier could no longer fill them due to past code violations.
9. Jacobs and the Township are preparing for the Township's water licence renewal in December.
10. BM Ross and the Township are updating the mandatory water financial plan. This is a requirement of the water licence.



11. Jacob's contract to operate the water system expires in 2021. There will be a need to extend the contract or issue a tender. This process has begun, a report will follow shortly to council
12. OCWA and the Township will be presenting a report to the Frank Cowen Insurance Company on the failure of the UV system at the LWWTP this summer. As reported, a power surge is believed to have caused the failure with a cost to repair of \$27,000.00.
13. The Township has been able to supply BM Ross with the needed data to complete the Master Servicing plan. This is still on schedule to be completed for the beginning of the new year.
14. North Middlesex expects to start the Denfield watermain in October.
15. Phase 1 assumption of Olde Clover Village is still being reviewed, with one remaining item to be determined before moving forward.
16. Public Works has started preparing a list of possible capital projects for 2021. Reminder to let me know of any projects that you would like to have included or even just looked into.
17. The MECP has cleared the way to begin planning the expansion of LWWTP. An updated timeline is being developed along with budget numbers for 2021. There is a meeting on October 16<sup>th</sup> to review these items. More information will be provided to council after that meeting.
18. A scaled back version of Saintsbury Line was sent back to the MTO to review and approve with the installation of the traffic lights. The desire is to start part of the project this fall and finish in the spring. Lavis Construction was awarded the contract.

**IMPACTS TO BUDGET:**

Items in this information report that will impact the budget not already approved will be reported to council as more information comes forward.

**STRATEGIC PLAN:**

This matter aligns with the following strategic priorities:

- Service Enhancement, Action #2: Develop a customer Relationship Management approach to delivering services. Providing information for keeping council updated and informed.

**RECOMMENDATION:**

This is an information report with no recommendations to council.



Jeff Little

Manager of Public Works

# Memo

To: Mayor and Council  
From: Paul Smith, Manager of Parks and Recreation  
Subject: Rink board advertising 2020-21  
Date: October 6th, 2020

## **Background:**

In previous years we have brought in an average \$12,000 revenue in advertising.

This number is a combination of ball diamond advertising which we already did not have this year, and rink board advertising.

The appeal to businesses to purchase advertising in our arena is based on the number of people attending the rink over the course of a season as well as the demographic; generally young families.

Many of the businesses that purchase advertisement in our arena are local and purchase mostly for the fact of supporting the local community. Businesses have had a very difficult year with COVID 19.

## **Discussion:**

Many businesses that purchase rink board advertisement in our rink have already made the capital investment to purchase rink board stickers with replacements, as almost all of them currently return annually to support.

Due to COVID19 we simply will not have the advertising appeal that we have promoted in order to secure ad space. We should not however remove the ads from the boards for two reasons;

1. When removing the stickers, they will be damaged and not possible for reuse, we would be taking a chance on damaging an investment in guaranteed future advertisement with these return customers should they need to purchase more.

2. This could be a good way that the Township could support local businesses through these times through promotion, even though the number of people entering the facility this year will be very limited to a normal season.

Other Municipalities have already made a similar decision regarding their rink board advertisement.

**Recommendation:**

That Council instruct staff not to charge for rink board advertisement this season, and to leave the rink board stickers on the boards in their current state.

**Alignment to Strategic plan:**

**Strategic Direction 3: Healthy Community**

21. Actively seek community and corporate sponsorships to enhance the delivery of recreation programs and services.



Paul Smith  
Manager of Parks and Recreation

# Memo

To: Mayor and Council  
From: Paul Smith, Manager of Parks and Recreation  
Subject: Public skating  
Date: October 6th, 2020

## Background:

With the ongoing COVID-19 pandemic, the uncertainty of participants and issues surrounding contact tracing, the Parks and Recreation department recommended to Council that they not hold public skating this season. Many of our local ice users require more ice to accommodate COVID19 restrictions.

Concerned about the lack of winter programming for senior residents and those who do not participate in hockey or figure skating, Council challenged staff to explore alternative options for winter programming.

## Discussion:

To assist with contact tracing and screening, staff is proposing dedicating pre-registered time slots for public skating sessions.

Weekly staff would open time slots to a limit of 18 people maximum per hour based on change room capacity. This allows us a better controlled flow for back to back hourly sessions just as we have offered for hockey and figure skating. This aligns with the other Municipalities in the County which are limiting ice to 20 skaters per hour based on room size as well as not offering any public skating option at this time. Utilizing extra ice times such as daytime and Saturday evenings, we can offer skating opportunities for residents to get out and enjoy the ice without having to rent a full hour of ice themselves.

There currently is not a fee in the rates for this. Staff is proposing \$5.00 (HST included) a person.

There will be strict defined wording in regards to the family skate time to prevent misuse and to prevent family skate time becoming a hockey practice or game, which comes with heightened risk and liability as well as more difficulty preventing close contact of participants.

**Recommendation:**

That Council direct staff to implement this augmented winter programming as outlined above at the rate of \$5.00 a person HST included for the winter 2020-2021 season.

**Alignment to Strategic plan:**

**Strategic Direction 3: Healthy Community**

17. Actively support and promote physical activity and healthy communities through participation in the local and regional programs and initiatives.

A handwritten signature in black ink, appearing to read 'Paul Smith', with a stylized flourish at the end.

Paul Smith  
Manager of Parks and Recreation

# Memo

**To:** Mayor and Council  
**From:** Lisa deBoer, Economic Development & Communications Officer  
**Report No.:** EDC-05-2020  
**Subject:** Fall Update  
**Date:** October 6<sup>th</sup>, 2020

General Updates:

## **Community Improvement Plan:**

Last week, Council and Staff participated in a workshop with our Consultants to begin the development of our Community Improvement Plan. The timeline was discussed and the participants worked through a SWOT (Strength, Weaknesses, Opportunities & Threats) exercise. A community survey was circulated this week to residents by social media and a newsletter was mailed out. Survey responses will be collected until October 16<sup>th</sup> with a draw for a gift certificate to be done on the following Monday. A second workshop will be scheduled for the first week of November for approximately 10 people to work on the possible funding programs with the information gathered from Workshop #1 and the community surveys. The draft plan and open house is expected to be done January/February.

## **CEDC Update:**

The Committee met on September 30<sup>th</sup> and members reviewed the Committee Survey Response as well as discussed the 2020 projects. Members had a great discussion on how to continue to support our local businesses during the pandemic and ideas were brought forward to work on for the fall/winter. Recently, the CEDC received a grant from the County of Middlesex Economic Development Department and FedDev Ontario of \$1000 (matching grant) to support our local businesses with two projects. Two of our restaurants were able to receive two portable outdoor heaters to extend their patio season (these heaters are the property of the CEDC). The other project funded is a Shop Local Campaign featuring local businesses on Facebook with gift certificates to be awarded. The next meeting will be scheduled for December at which time L. deBoer asked members to begin bringing forward ideas for 2021.

## **Township Website:**

Staff have been working with the County and the Consultants in the development of the new Township website. At this stage, the theme has been chosen and the consultants are now in the process of building the site. Content loading is expected to start happening in November.

## **STRATEGIC PLAN:**

This matter aligns with the following strategic priorities:

- Community Pride and Action Items #30 & #31 regarding Downtown Beautification. Items included in the grant application promotes tourism, downtown beautification as well as promotes a sense of community engagement, pride and belonging.

**RECOMMENDATION:**

This report is for information purposes.

**ATTACHMENTS:**

1. Presentation from Workshop #1 – Community Improvement Plan

*Lisa deBoer*

Lisa deBoer, AMCT  
Economic Development & Communications Officer



Visioning Workshop 2020.09.24



Re: PUBLIC urbanism



## Agenda

- Introductions
- Project Overview
- The Community Improvement Plan
- SWOT Exercise
- Group Brainstorm

## Introductions

### What is Growing Opportunity?

The Township of Lucan Biddulph is undertaking the preparation of a Community Improvement Plan (CIP) – “Growing Opportunity”

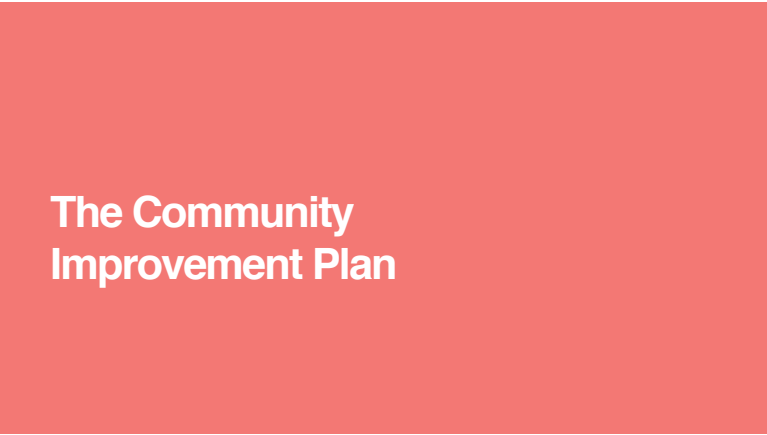
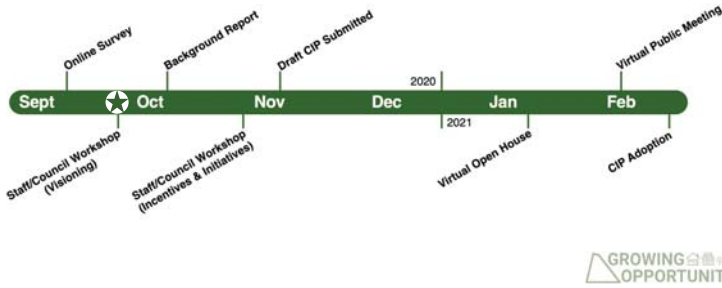
Goal is to supplement continuing residential growth in the Township by supporting more diverse opportunities for economic development

One focus is to offer incentives and encourage improvement throughout the Township, not just Lucan or the “Downtown” areas





### Project Schedule



### What is a Community Improvement Plan?

Used by municipalities to encourage physical improvements to lands and buildings by offering financial incentives to assist with certain projects

Without a CIP, municipalities are generally prohibited from offering financial assistance to the private sector in any way under the *Municipal Act*

A CIP can also contain municipal leadership initiatives, policies, and guidelines for municipal-lead improvement efforts



### Funding Program Examples

- Facade Improvement / Beautification
- Rural Home Based Business / Industry
- Landscaping
- Structural / Code Compliance
- Brownfield Cleanup / Filing of RSC
- Design & Study Grants (architect, engineer, designer, etc.)
- Public Art
- Accessibility



## Municipal Leadership Examples

- Streetscaping
- Wayfinding / Signage
- Public Park / Space Improvements
- "Complete Streets"
- Amendments to Official Plan and/or Zoning By-law
- Coordination with Community
- Development of new Policies/Programs



## SWOT Exercise (30 Minutes)

## SWOT Exercise – 30 Minutes

1. Break into 2 groups
2. Discuss Strengths & Opportunities in the Community (15 mins)
3. Discuss Weaknesses & Threats in the Community (15 mins)
4. Reconvene and Share



## SWOT Discussion

**Group Brainstorm  
Top 3 Priorities**

**Next Steps / Questions /  
Final Discussion**

# TOWNSHIP OF LUCAN BIDDULPH RESOLUTION

DATE: October 6, 2020

RESOLUTION NO. \_\_\_\_\_

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

RESOLVED:

That the regular council meeting minutes of September 15, 2020 be approved as circulated/amended.

And further that the closed session meeting minutes of April 21<sup>st</sup>, July 14<sup>th</sup>, August 11<sup>th</sup> and September 15<sup>th</sup>, 2020 be approved as circulated/amended.

RESOLUTION CARRIED

\_\_\_\_\_  
MAYOR

# TOWNSHIP OF LUCAN BIDDULPH RESOLUTION

DATE October 6, 2020

RESOLUTION NO. \_\_\_\_\_

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

RESOLVED:

That the Council of the Township of Lucan Biddulph authorizes Daniel Regan and Lisa deBoer to attend the 2020 Virtual Municipal Agriculture Economic Development & Planning Forum hosted by Huron County on November 18 and 19th, 2020 at a registration cost of \$60.00 (plus HST) each.

RESOLUTION CARRIED

\_\_\_\_\_  
MAYOR

# TOWNSHIP OF LUCAN BIDDULPH RESOLUTION

DATE: October 6, 2020

RESOLUTION NO. \_\_\_\_\_

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

RESOLVED That Council authorizes the Manager of Public Works to accept the tender for the Hodgins Drain - Branch "B" from Robinson Drainage in the amount of \$109,406.60 including HST and award same upon final reading of the by-law.

RESOLUTION CARRIED

\_\_\_\_\_  
MAYOR

# TOWNSHIP OF LUCAN BIDDULPH RESOLUTION

DATE: October 6, 2020

RESOLUTION NO. \_\_\_\_\_

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

RESOLVED That Council directs staff to prepare a by-law for council review that protects the right-of-ways of the Township.

RESOLUTION CARRIED

\_\_\_\_\_  
MAYOR

# TOWNSHIP OF LUCAN BIDDULPH RESOLUTION

DATE: October 6, 2020

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:

- 45-2020 Temporary Road Closure By-law (Remembrance Day)
- 46-2020 Confirming By-law

RESOLUTION CARRIED

\_\_\_\_\_  
MAYOR



# TOWNSHIP OF LUCAN BIDDULPH RESOLUTION

DATE: October 6, 2020

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. 45-2020

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### Being a by-law for the Temporary Closing of Market Street, Lucan

**WHEREAS** Remembrance Day Events are being held on Sunday, November 10<sup>th</sup>, 2020;

**AND WHEREAS** the Council of the Township of Lucan Biddulph is agreeable to and deems it advisable to temporarily close Market Street to allow for uninterrupted services at the Lucan Cenotaph on November 8<sup>th</sup>, 2020.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF LUCAN BIDDULPH** hereby enacts as follows:

1. That Market Street in Lucan, from West side of Maple Street to east side of Beech Street, be temporarily closed to allow for uninterrupted Remembrance Services at the Lucan Cenotaph.
2. Such street shall be temporarily closed from 10:00 a.m. to 1:00 p.m. with an appropriate detour route for vehicular traffic to continue while the service is being held.
3. Public Works personnel are hereby authorized to erect such barricades as are necessary to indicate detour routing.

READ A FIRST, SECOND AND THIRD TIME THIS 6th DAY OF OCTOBER, 2020.

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MAYOR

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CLERK

# Township of Lucan Biddulph

## BY-LAW NO. 46-2020

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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 October 6, 2020 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 October 6, 2020 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 October 6, 2020 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  
October 6, 2020.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK