

CORPORATION OF THE TOWNSHIP OF RYERSON

**PUBLIC MEETING FOR A MINOR VARIANCE - 5:45 p.m.
Part Lot 6, Con 3, 1656 Peggs Mountain Rd. (SHELLEY)**

REGULAR MEETING AGENDA

November 12, 2024 AT 6:00 P.M.

THIS WILL BE A HYBRID IN-PERSON/ELECTRONIC MEETING via ZOOM

Members of the Public must register with the Ryerson Township Clerk's Office prior to the meeting for meeting access and availability of limited in-person seating.
Members of the Public are not permitted in a Closed meeting.

To Members of the Public: If you have trouble with your connection during the meeting, you may notify the Host by e-mail at: treasurer@ryersontownship.ca

Meeting will be recorded.

The Municipal Council of the Township of Ryerson recognizes that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Métis Peoples in Ontario, and show respect to the neighbouring indigenous communities.

Note: (R) denotes resolution

1. CALL TO ORDER:

- 1.1 Attendance:
- 1.2 Announcement: This meeting is being recorded
- 1.3 Motion to adopt the agenda as presented. **(R)**

2. ADOPTION OF MINUTES:

- 2.1 Adoption of minutes from the regular meeting on October 22, 2024, and the minutes from the Tri-Council meeting on October 28, 2024. **(R)**

3. DECLARATION OF PECUNIARY INTEREST:

4. REPORTS:

4.1 **CAO/TREASURER:** Community Emergency Management Coordinator Service Agreement (CEMC) **(R)**, Ontario Provincial Police – Primary Safety Answering Point Service Agreement **(R)**, Staff recognition and bonuses. **(R)**

4.2 **CLERK:** Holiday Hours **(R)** 2025 Meeting Schedule, Provincial Planning Statement **(R)**, Emergency Management Program **(R)**, Consent Application B-046-2024 Kaczynski. **(R)**

COUNCIL MEMBERS:

4.3 Part-time Employees – Councillor Patterson

5. BUSINESS ARISING/ACTIVITY LOG:

5.1 Tri-Council Budgets.

5.2 Village of Burk's Falls Report – Health Centre Ownership Model.

6. COMMUNICATION ITEMS:

6.1 District of Parry Sound Municipal Association - Land Use Planning Workshop.

6.2 General Correspondence

- Historical Society October Meeting Minutes.
- Joint Building Committee Permit Report.
- EMS Advisory October Meeting Minutes
- EMS Advisory October Meeting Report John Wilson
- Amy Tilley – Emergency Management Exercise

7. CONFIRMING BY-LAW:

7.1 Confirm the meetings of Council. **(R)**

8. IMPORTANT DATES:

November 21, 2024, Emergency Management Exercise 1-4:30 pm
November 26, 2024, Regular Council Meeting 6:00 pm

9. ADJOURNMENT: (R)

CORPORATION OF THE TOWNSHIP OF RYERSON

LIST OF PROPOSED RESOLUTIONS

FOR COUNCIL MEETING: November 12, 2024 AT 6:00 P.M.

Item # 1.3 on Agenda Moved by Councillor Miller, Seconded by Councillor Robertson,

Be it resolved that Ryerson Township Council adopt the November 12, 2024 agenda as circulated.

Item # 2.1 on Agenda Moved by Councillor Patterson, Seconded by Councillor Abbott,

Be it resolved that the minutes from the regular meeting on October 22, 2024 and the Tri-Council meeting on October 28, 2024 be adopted as circulated.

Item # 4.1 on Agenda Moved by Councillor Abbott, Seconded by Councillor Miller,

Be it resolved that leave be given to introduce Bill # ___-24, being a By-law to enter into an agreement for the services of a Community Emergency Coordinator between the Municipal Corporations of the Township of Armour, Township of Ryerson, Township of McMurrich/Monteith, and the Village of Burk's Falls and further; That By-law # ___-24 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 12th day of November, 2024.

Item # 4.1 on Agenda Moved by Councillor Miller, Seconded by Councillor Robertson,

Be it resolved that leave be given to introduce a Bill # ___-24, being a By-law to execute an agreement with His Majesty the King in Right of Ontario represented by the Minister of the Solicitor General on behalf of the Ontario Provincial Police to enter into an agreement for the provision of Primary Public Safety Answering Point Services and further; That By-law # ___-24 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 12th day of November, 2024.

Item # 4.1 on Agenda Moved by Councillor Abbott, Seconded by Councillor Robertson,

Be it resolved that Ryerson Township Council direct that recognition shall be provided, as outlined in the attached Staff/Volunteer Recognition Report dated November 12, 2024.

Item # 4.2 on Agenda Moved by Councillor Miller, Seconded by Councillor Patterson,

Be it resolved that Ryerson Township Council set the 2024 Ryerson Township Office Holiday Hours as follows: Closed: December 24 at noon, 25, 26, 27, 30, 31, 2024 and January 1, 2025. Office to re-open regular hours on Thursday, January 2, 2025 at 8:30 a.m.

Item # 4.2 on Agenda Moved by Councillor Robertson, Seconded by Councillor Patterson,

Be it resolved that Ryerson Township Council has received a copy of the Provincial Planning Statement that came into effect on October 20, 2024.

Item # 4.2 on Agenda Moved by Councillor Miller, Seconded by Councillor Robertson,

Be it resolved that leave be given to introduce a Bill # __-24, being a By-law to Adopt an Emergency Management Program and further; That By-Law # __-24 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 12th day of November, 2024.

Item # 4.3 on Agenda Moved by Councillor Patterson, Seconded by Councillor Miller,

Be it resolved that Ryerson Township Council approve Consent Application B-046/24, Concession 9, Part Lot 25, in Ryerson Township. The following conditions will apply:

- If the reference plan or other evidence discloses that either the severed property or the retained property owned by the Applicant contains a deviation road maintained by the Township as a public road, then the Applicant shall survey and transfer such deviation road to the Township as a condition of severance. The area to be surveyed and transferred shall generally be 66 feet in width and centered upon the centre line of the present traveled road. In situations where this is impractical, the Applicant should discuss how this requirement will be fulfilled with the Municipality before the reference plan is finalized.
- As a condition of severance approval, the Applicant shall pay to the Municipality in which the land is located, or otherwise satisfy the requirement for donation of Parkland set out in Section 51.1 of the Planning Act.
- The Township requires one copy of the draft reference plan, and two copies of the Final Reference Plan and one digital copy of the Final Reference Plan.
- That the Townships Consent Administrative Fee and Deposit be paid by the Applicant before finalization of the Consent is given.
- The Township requires that for any proposed entrance: the Public Works Supervisor will be contacted to inspect the location to determine that a safe location for an entrance can be found. The Planning Board will be advised in writing that this condition has been met before finalization of the consent is given.

Item # 7.1 on Agenda Moved by Councillor Abbott, Seconded by Councillor Robertson,

Be it resolved that leave be given to introduce a Bill # __-24, being a By-law to confirm the meetings of Council and further; That By-Law # __-24 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 12th day of November 2024.

Item # 9 on Agenda Moved by Councillor Miller, Seconded by Councillor Abbott,

Be it resolved that we do now adjourn at _____. The next regular meeting November 26, 2024 at 6:00 p.m.

CORPORATION OF THE TOWNSHIP OF RYERSON

REGULAR COUNCIL MEETING

MINUTES

October 22, 2024 AT 6:00 P.M.

The regular meeting of Council of the Corporation of the Township of Ryerson was held **October 22, 2024** at 6:00 p.m. This was a hybrid meeting combining in person, electronic meeting via Zoom and phone.

1. CALL TO ORDER

Mayor George Sterling called the meeting to order at 6:00 p.m.

Attendance was announced, and it was noted that the meeting is being recorded.

Council members attending in person or electronically: Mayor Sterling, Councillors: Abbott, Miller Patterson and Robertson.

Staff in attendance: Brayden Robinson and Nancy Field.

Public attending in person or electronically: Nieves Guijarro.

Notice of this meeting was posted on the website.

2. ADOPTION OF AGENDA

R- 148 - 24 Moved by Councillor Miller, Seconded by Councillor Robertson,

Be it resolved that Ryerson Township Council adopt the October 22, 2024 agenda as circulated.

(Carried)

3. ADOPTION OF MINUTES

R- 149 - 24 Moved by Councillor Patterson, Seconded by Councillor Abbott,

Be it resolved that the minutes from the regular meeting on October 8, 2024, be adopted as circulated.

(Carried)

4. DECLARATION OF PECUNIARY INTEREST: None noted.

5. REPORTS:

CLERK: Provided Council with the amended noise By-law and inquired who would be interested in attending conferences for 2025. Resolutions noted below.

R- 150 - 24 Moved by Councillor Abbott, Seconded by Councillor Miller,

Be it resolved that leave be given to introduce a Bill # 47-24, being a By-law to regulate noise in the Township of Ryerson and further; That By-Law # 47-24 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 22nd day of October 2024.

(Carried)

R- 151 - 24 Moved by Councillor Patterson, Seconded by Councillor Robertson,

Be it resolved that the Ryerson Township Council authorize: Glenn Miller to attend the Rural Ontario Municipal Association (ROMA) January 19-21, 2025, in Toronto.

CAO/TREASURER: Provided Council with the amended Nuisance Beaver By-law and presented Council with the Violence and Harassment Policy and Program. Resolution noted below.

R- 152 - 24 Moved by Councillor Abbott, Seconded by Councillor Robertson,

Be it resolved that leave be given to introduce a Bill # 48-24, being a By-law for prohibiting, regulating, and remediating public nuisances caused by uncontrolled beaver dams and further; That By-Law # 48-24 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 22nd day of October 2024.

(Carried)

R- 153 - 24 Moved by Councillor Patterson, Seconded by Councillor Robertson,

Be it resolved that leave be given to introduce a Bill # 49-24, being a By-law to adopt the Violence and Harassment Policy and Program and further; That By-Law # 49-24 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 22nd day of October 2024.

(Carried)

COUNCIL REPORTS:

Councillor Patterson indicated there has been no changes regarding MAHC. We will continue to support the project.

Councillor Abbott wanted to clarified comment made at the last meeting.

6. BUSINESS ARISING/ACTIVITY LOG:

Council discussed the Community Emergency Management Coordinator and By-law and Agreement. No questions were asked.

7. COMMUNICATION ITEMS

No questions or discussions were had regarding the Almaguin Housing Task Force Summary and Recommendations report. Resolution noted below.

R- 154 - 24 Moved by Councillor Abbott, Seconded by Councillor Patterson,

Be it resolved that Ryerson Township Council has reviewed and adopts the Almaguin Housing Task Force Summary and Recommendations Report.

(Carried)

General Information Items Received:

- Council received the Library Board August meeting minutes.
- Council received email from Perry confirming resolutions were received for the Regional Fire Services Committee – Live Fire Training Unit
- Council received copies of the resolutions from Councils Supporting Live Fire Training Unit cost additions.
- Council received the Almaguin Highlands Health Centre (AHHC) October draft meeting minutes.
- Council Almaguin Highlands Health Centre (AHHC) resolution of support for the Muskoka Algonquin Healthcare project.

8. CLOSED MEETING

R- 155 -24 Moved by Councillor Robertson, Seconded by Councillor Miller,

Be it resolved that we move to a closed session at 6:44 p.m., pursuant to the Municipal Act 2001, c. 25, Section 239 (2) (e) as the subject matter being considered is regarding potential litigation, including matters before administrative tribunals affecting the Municipality or local board. The general nature of the closed meeting is to discuss; potential litigation affecting the Municipality.

9. CONFIRMING BY-LAW

R- 156 -24 Moved by Councillor Abbott, Seconded by Councillor Miller,

Be it resolved that leave be given to introduce a Bill # 50-24, being a By-law to confirm the meetings of Council and further; That By-Law # 50-24 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 22th day of October 2024.

(Carried)

10. ADJOURNMENT:

R- 157 -24 Moved by Councillor Robertson, Seconded by Councillor Patterson,

Be it resolved that we do now adjourn at 7:15 p.m. The next regular meeting is scheduled for November 12, 2024, at 6:00 p.m.

(Carried)

MAYOR

CLERK

**CORPORATION OF THE TOWNSHIP OF RYERSON
MINUTES**

TRI-COUNCIL MEETING OCTOBER 28, 2024

The combined in-person/virtual TRI Council meeting of the Councils of the Township of Armour, the Township of Ryerson and the Village of Burk's Falls was held on Monday, October 28, 2024 at 7:00 p.m. at the Katrine Community Centre.

Those in attendance for were:

Township of Ryerson Council present included Mayor George Sterling, Councillors Glenn Miller, Beverly Abbott, and Dan Robertson; Regrets: Councillor Delynne Patterson; Staff: Brayden Robinson, CAO/Treasurer, Nancy Field, Clerk and Joe Readman Fire Chief.

Township of Armour Council present included Mayor Rod Ward; Councillors Jerry Brandt, Wendy Whitwell, Dorothy Haggart-Davis and Rod Blakelock; Staff: John Theriault, Clerk-Treasurer/Administrator, Charlene Watt, Deputy-Clerk, Alison McGregor, Deputy-Treasurer and Amy Tilley, Waste Management Administrator.

Village of Burk's Falls Council present included Mayor Chris Hope, Councillors John Wilson, Ryan Baptiste, Sean Cotton and Ashley Brandt; Staff: Denis Duguay, CAO-Clerk and Graham Smith, Arena Manager.
Guests: Nieves Guijarro, Rocco Frangione, Diane Brandt, Albine Cook, Tiffany Monk, Dorothy Monk and Douglas McLean.

WELCOME

The meeting was called to order by Mayor Rod Ward at 7:00 p.m.
Mayor Rod Ward welcomed all of the participants.

INDIGENOUS LAND ACKNOWLEDGEMENT:

Council acknowledged the traditional lands of the Anishinaabe and recognized the historical and contemporary contributions of the local First Nations and the peoples of Turtle Island.

CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING:

The notes of the regular meeting held on August 26, 2024 were approved as circulated.

DECLARATION OF PECUNIARY INTEREST:

No pecuniary interest and general nature thereof were declared.

DISCUSSION ITEMS:

Budgets and Reports

Waste Management

The Waste Management Administrator presented her October TRI Council report and the 2025 draft waste management budget, landfill operation review and items for discussion. Because of the changes to the recycling collection, the operating budget for waste management is decreasing from \$253,775 to \$235,850 a decrease of \$17,925 or 7.07%. We need to complete some work on the packer which will increase our capital budget from \$31,110 to \$100,490 an increase of \$69,380 or 223.02%. Overall the 2025 waste management budget is increasing from \$284,885 to \$336,340 an increase of \$51,455 or 18.07%. TRI Council discussed the budget, questions were asked and answered.

Arena

The Arena Manager presented the 2025 draft arena budget. The operating budget for the arena is decreasing from \$340,109 to \$331,022 a decrease of \$9,087 or 2.68%. The capital budget is increasing from \$134,250 to \$140,750 an increase of \$6,500 or 4.85%. Overall the 2025 arena budget is decreasing from \$474,359 to \$471,772 a decrease of \$2,587 or 0.55%. TRI Council discussed the budget, questions were asked and answered.

Fire Department

The Fire Chief presented the 2025 draft fire budget. Because we are now sharing the Fire Chief with the Township of McMurrich/Monteith, the operating budget for the fire department is decreasing from \$492,742 to \$458,392 a decrease of \$34,350 or 6.98%. Due to the construction of the new fire hall, the capital budget is increasing from \$740,336 to \$1,529,430 an increase of \$789,094 or 106.67%. Overall the 2025 fire department budget is increasing from \$1,233,078 to \$1,987,822 an increase of \$754,744 or 61.21%. TRI Council discussed the budget, questions were asked and answered.

Library

The Library CEO presented the 2025 draft library budget. The operating budget for the library is increasing from \$183,900 to \$187,714 an increase of \$3,814 or 2.08%. The capital budget is decreasing from \$1,839 to \$0 a decrease of \$1,839 or 100.00%. Overall the 2025 library budget is increasing from \$185,739 to \$187,714 an increase of \$1,975 or 1.07%. TRI Council discussed the budget, questions were asked and answered.

Burk's Falls & District Historical Society

The President of the Historical Society presented their 2024 annual report and annual donation request to the three municipalities. Questions were asked and answered.

Update New Fire Hall

The Township of Ryerson provided an update on the new fire hall project. The Township of Armour provided an update on the acquisition of the MTO property.

New Library Project

The Township of Armour presented an engineer's geotechnical proposal. Soil Engineers Ltd. quoted \$15,900 + HST to complete clearance of the public and private underground services at borehole locations, to drill six boreholes to a depth of 6.0 metres or to refusal depths, with a maximum drilling of 36.0 metres, laboratory work to prepare the geotechnical report and a digital copy of the geotechnical containing factual soil and groundwater data and recommendations for the design and construction of the project. Costs for borehole extensions to meet the geotechnical design requirement were also provided. The soil cuttings generated from the borehole investigation will be left on the property in drums. If the soil cuttings need to be removed off-site, additional charges will apply. The proposal cost is valid for six months. A resolution approving the proposal from Soil Engineers Ltd. was approved to conduct a geotechnical investigation for a proposed slab-on grade building on Site A at 150 Huston Street.

TRI Council discussed the amounts each municipality is willing to invest into this project. Armour has pledged \$500,000, Ryerson has pledged \$125,000 and the Village of Burk's Falls will send confirmation that they are pledging \$115,000, which is the value of the Site A property at 150 Huston Street.

Santa Claus Parade

Mayor Rod Ward discussed the requirement for insurance coverage for the Santa Claus Parade, and the importance of volunteer engagement and supporting the annual event. He asked for volunteers to help with the parade.

OTHER BUSINESS:

The Village of Burk's Falls presented a proposed ownership and long-term funding model for the Almaguin Highlands Health Centre (AHHC). At this time, the proposal is a basis for discussion and the Village is looking for input on how this funding model could work with all of the partners. The proposal will be presented at the next AHHC meeting for discussion.

NEXT MEETING:

The next meeting is scheduled for February 24, 2025 and will be hosted by the Village of Burk's Falls.

ADJOURNMENT:

The TRI Council meeting adjourned at 8:40 p.m.

RESOLUTIONS:

Moved by Chris Hope, seconded by Dan Robertson; That the TRI Council of the Township of Armour, Township of Ryerson and the Village of Burk's Falls approve the notes of the regular meeting held on August 26, 2024. Carried

Moved by Wendy Whitwell, seconded by Jerry Brandt; That the Council of the Township of Armour approve the proposal from Soil Engineers Ltd. in the amount of \$15,900 plus HST for a geotechnical investigation for a proposed slab-on grade building on Site A at 150 Huston Street, Burk's Falls. Carried

Moved by Ryan Baptiste, seconded by Ashley Brandt; That the Council of the Village of Burk's Falls approve the proposal from Soil Engineers Ltd. in the amount of \$15,900 plus HST for a geotechnical investigation for a proposed slab-on grade building on Site A at 150 Huston Street, Burk's Falls. Carried

Moved by George Sterling, seconded by Glenn Miller; That the Council of the Township of Ryerson approve the proposal from Soil Engineers Ltd. in the amount of \$15,900 plus HST for a geotechnical investigation for a proposed slab-on grade building on Site A at 150 Huston Street, Burk's Falls. Carried

Moved by Jerry Brandt, seconded by Dorothy Haggart-Davis; That the TRI Council of the Township of Armour, Township of Ryerson and the Village of Burk's Falls adjourn this regular TRI Council meeting at 8:40 p.m. until the next regular TRI Council meeting scheduled for February 24, 2025 to be hosted by the Village of Burk's Falls. Carried

Mayor

Clerk

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

BY-LAW #67-2024

Being a By-law to enter into an agreement for the services of a Community Emergency Management Coordinator between The Municipal Corporations of the Township of Armour, Township of Ryerson, Township of McMurrich/Monteith and the Village of Burk's Falls.

WHEREAS *The Emergency Management and Civil Protection Act (EMCPA)* requires that all municipalities in Ontario maintain a timely, effective and fiscally responsible Emergency Management Plan with a focus upon continuous improvement of the functionality and responsiveness;

AND WHEREAS the Council of the Corporation of the Township of Armour agrees to share the service of the Community Emergency Management Coordinator (CEMC) with the Township of McMurrich/Monteith, the Township of Ryerson and the Village of Burk's Falls;

NOW THEREFORE the Council of The Municipal Corporation of the Township of Armour enacts as follows:

1. That the Agreement attached hereto as Appendix "A" between The Municipal Corporation of the Township of Armour and the Township of McMurrich/Monteith, the Township of Ryerson and the Village of Burk's Falls be entered into by the municipalities.
2. That the Mayor and the Clerk be authorized to execute all documentation necessary to fulfil the Agreement.
3. That the Agreement entered into between The Municipal Corporation of the Township of Armour and the parties is hereby ratified and confirmed, when signed by all parties.
4. That the Clerk of the Township of Armour is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, semantic or descriptive nature or kind to the by-law and schedule(s) as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.
5. That this By-law shall come into full force and effect upon final passage.
6. That this By-law may be cited as the "CEMC Service Agreement By-law".

Read in its entirety, approved, signed and the seal of the Corporation affixed thereto and finally passed in open Council this 22nd day of October, 2024.

Rod Ward, Mayor

John Theriault, Clerk

Appendix "A"
By-Law #67-2024

SERVICE AGREEMENT

BETWEEN

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

AND

THE TOWNSHIP OF MCMURRICH/MONTEITH

AND

THE VILLAGE OF BURK'S FALLS

AND

THE TOWNSHIP OF RYERSON

WHEREAS the Township of Armour employs a Community Emergency Management Coordinator to provide services as described in the job description attached as Schedule "A" to this by-law;

AND WHEREAS the Township of Armour agrees to share the services of its Community Emergency Management Coordinator with the Township of McMurrich/Monteith, the Township of Ryerson and the Village of Burk's Falls;

AND WHEREAS the Township of Armour and the Township of McMurrich/Monteith, the Township of Ryerson and the Village of Burk's Falls agree that the Community Emergency Management Coordinator shall be an employee of the Township of Armour;

AND WHEREAS the Township of McMurrich/Monteith, the Township of Ryerson and the Village of Burk's Falls agrees to pay the Township of Armour for the costs involved in retaining the services of the Community Emergency Management Coordinator, as per the terms of this agreement;

NOW THEREFORE the Township of Armour and the Township of McMurrich/Monteith, the Township of Ryerson and the Village of Burk's Falls agree as follows:

1. THAT the Township of McMurrich/Monteith, the Township of Ryerson and the Village of Burk's Falls shall use the services of the Community Emergency Management Coordinator during the term of this agreement. Every effort shall be made to ensure the availability of the Community Emergency Management Coordinator, but it is recognized that the hours must remain flexible.
2. THAT the Township of McMurrich/Monteith, the Township of Ryerson and the Village of Burk's Falls shall pay the Township of Armour the current rate at which the Township of Armour is remunerating their Community Emergency Management Coordinator plus a 40% premium to cover the cost of benefits and vacation time, plus HST.
3. THAT the Township of McMurrich/Monteith, the Township of Ryerson and the Village of Burk's Falls shall pay for any mileage incurred by the Community Emergency Management Coordinator while working for their municipality, at a rate listed in Schedule B of this agreement. Mileage billed shall be based on the mileage log of the Community Emergency Management Coordinator. Mileage shall be applicable from the Community Emergency Management Coordinator's departure from the Township of Armour's municipal office at 56 Ontario Street, Burk's Falls, Ontario.

4. THAT the Township of McMurrich/Monteith, the Township of Ryerson and the Village of Burk's Falls agrees to share any other costs which may be generated by the Community Emergency Management Coordinator position on the same percentage basis as the number of hours the Community Emergency Management Coordinator does for the Township of McMurrich/ Monteith.
5. THAT the Township of Armour shall invoice the Township of McMurrich/Monteith, the Township of Ryerson and the Village of Burk's Falls based on an average of 200 hours per year divided equally between the number of municipalities using the Community Emergency Management Coordinator.
6. THAT the Township of McMurrich/Monteith, the Township of Ryerson and the Village of Burk's Falls agrees to provide whatever administrative assistance is required in their respective office and will be responsible to provide office supplies required by the Community Emergency Management Coordinator while working on their behalf.
7. THAT in the event of prosecution by or against a Community Emergency Management Coordinator in the territorial jurisdiction of the each of the parties, each party shall be responsible for any costs arising from such legal proceedings, as well as legal representation of their own choosing.
8. THAT the Township of McMurrich/Monteith, the Township of Ryerson and the Village of Burk's Falls agrees to maintain an insurance policy to and covering the Community Emergency Management Coordinator and their related performance or non-performance of services, within its jurisdiction, for the entire term of this agreement. Proof of such insurance policy must be forwarded to the Township of Armour.
9. THAT the Township of McMurrich/Monteith, the Township of Ryerson and the Village of Burk's Falls agrees on behalf of themselves, their successors and assigns, to indemnify and save harmless the Township of Armour, its servants and agents from and against any actions, causes of actions, damages, suits, claims and demands whatsoever which may arise, either directly or indirectly, out of the performance or non-performance of the services provided herein and in connection with the carrying out of the provisions of the agreement.
10. THAT any dispute arising from the administration of this agreement shall be resolved by the CAO of the Township of Armour. If the decision of the Clerk is not satisfactory to one of the parties, the matter can be referred to the Council of the Township of Armour.
11. THAT this agreement shall be in place from December 1st, 2024 to December 31st, 2027. Thereafter, it may be renewed by the parties on whatever mutually acceptable basis is determined.
12. Any party may cancel their participation in this agreement by serving the other parties, written notice of their intention, ninety (90) days in advance of the date of termination.
13. This agreement constitutes the entire agreement between the parties.

IN WITNESS THEREOF THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR HAS HEREUNTO AFFIXED ITS CORPORATE SEAL ATTESTED BY THE HAND OF ITS PROPER SIGNING OFFICERS.

Dated at the Township of Armour

MAYOR

this ____ day of _____, 2024

CLERK

IN WITNESS THEREOF THE TOWNSHIP OF MCMURRICH/MONTEITH HAS HEREUNTO AFFIXED ITS CORPORATE SEAL ATTESTED BY THE HAND OF ITS PROPER SIGNING OFFICERS.

Dated at the Township of McMurrich/Monteith _____
MAYOR

this ____ day of _____, 2024 _____
CLERK

IN WITNESS THEREOF THE TOWNSHIP OF RYERSON HAS HEREUNTO AFFIXED ITS CORPORATE SEAL ATTESTED BY THE HAND OF ITS PROPER SIGNING OFFICERS.

Dated at the Township of Ryerson _____
MAYOR

this ____ day of _____, 2024 _____
CLERK

IN WITNESS THEREOF THE VILLAGE OF BURK'S FALLS HAS HEREUNTO AFFIXED ITS CORPORATE SEAL ATTESTED BY THE HAND OF ITS PROPER SIGNING OFFICERS.

Dated at the Village of Burk's Falls _____
MAYOR

this ____ day of _____, 2024 _____
CLERK

Schedule "A" – CEMC Agreement

Duties

Key Responsibilities

Coordinate with the municipality to ensure all provincial documentation, including but not limited to, Emergency Management Committee agendas and minutes, critical infrastructure information, emergency response plans, exercise development, exercise reports, training records, are completed on an annual basis.

Update/maintain the Hazard Identification and Risk Assessments (HIRA).

Maintain all supplies and documentation in the primary and alternate Municipal Emergency Operation Centers.

Develop, deliver and participate in emergency management training opportunities for Municipal Emergency Control Group and support staff.

Conduct annual emergency notification exercises for the members of the agreement.

Develop and deliver annual municipal public awareness/education programs, including but not limited to, Emergency Preparedness Week, as approved and ensuring the public education information is distributed through the member municipalities website and social media.

Maintain the critical infrastructure lists in a suitable format for reporting to the Province and the GIS information system.

Coordinate with member municipalities to ensure that the GIS information is maintained and available for use during emergency management exercises and in response to an emergency.

Assist with the formulation of reports for the member municipalities, as well as the development and delivery of presentations to stakeholders, partner agencies and the public about emergency management programs.

Maintain the documentation and contact information for the municipal members' Emergency Response Plans.

Develop, implement and maintain the municipal members' Continuity of Operations Plan and program.

Assist with other emergency management duties as assigned, which may include, but not be limited to, hazard specific response plans or participating in Committees and working groups involved with the member municipality.

Assist with the development of safety plans for community events and be prepared to advise of cancellation should an emergency occur or in the perceived perception of an emergency.

Appendix "A"
By-Law #67-2024

Schedule "B" – CEMC Agreement

MILEAGE RATE POLICY

The rate of reimbursement of mileage expenses shall be as follows:

1. The base rate for reimbursement of mileage, as of the date of approval of this policy, shall be \$0.54 per kilometre and shall be for the price of gasoline ranging from \$0.00 to \$1.39 per litre.
2. For the purpose of this policy, the price of gasoline per litre shall be the rate at the Shell Station located in Burk's Falls, and shall be used on the first day of each and every month.
3. Increases from the \$0.54 base rate shall be based on a \$0.02 increase in the rate per kilometre for each \$0.10 increments that gasoline prices increase, as per the schedule below. The minimum rate shall not be below the rate of \$0.54 per kilometre unless approved by resolution by Council.

Examples:

PRICE OF GASOLINE PER LITRE	RATE PER KILOMETRE
From \$0.00 to \$1.39	\$0.54
From \$1.40 to \$1.49	\$0.56
From \$1.50 to \$1.59	\$0.58
From \$1.60 to \$1.69	\$0.60
From \$1.70 to \$1.79	\$0.62
From \$1.80 to \$1.89	\$0.64
From \$1.90 to \$1.99	\$0.66
From \$2.00 to \$2.09	\$0.68
From \$2.10 to \$2.19	\$0.70
From \$2.20 to \$2.29	\$0.72
From \$2.30 to \$2.39	\$0.74
From \$2.40 to \$2.49	\$0.76
From \$2.50 to \$2.59	\$0.78
From \$2.60 to \$2.69	\$0.80
From \$2.70 to \$2.79	\$0.82
From \$2.80 to \$2.89	\$0.84
From \$2.90 to \$2.99	\$0.86
From \$3.00 to \$3.09	\$0.88

CORPORATION OF THE TOWNSHIP OF RYERSON

By-law # _____ -24

Being a By-law to enter into an agreement for the services of a Community Emergency Management Coordinator between The Municipal Corporations of the Township of Armour, Township of Ryerson, Township of McMurrich/Monteith and the Village of Burk's Falls.

WHEREAS *The Emergency Management and Civil Protection Act (EMCPA)* requires that all municipalities in Ontario maintain a timely, effective and fiscally responsible Emergency Management Plan with a focus upon continuous improvement of the functionality and responsiveness;

AND WHEREAS the Council of the Corporation of the Township of Ryerson agrees to share the service of the Community Emergency Management Coordinator (CEMC) with the Township of McMurrich/Monteith, the Township of Ryerson and the Village of Burk's Falls;

NOW THEREFORE the Council of The Municipal Corporation of the Township of Ryerson enacts as follows:

1. That the Agreement attached hereto as Appendix "A" between The Municipal Corporation of the Township of Armour and the Township of McMurrich/Monteith, the Township of Ryerson and the Village of Burk's Falls be entered into by the municipalities.
2. That the Mayor and the Clerk be authorized to execute all documentation necessary to fulfil the Agreement.
3. That the Agreement entered into between The Municipal Corporation of the Township of Armour and the parties is hereby ratified and confirmed, when signed by all parties.
4. That the Clerk of the Township of Armour is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, semantic or descriptive nature or kind to the by-law and schedule(s) as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.
5. That this By-law shall come into full force and effect upon final passage.
6. That this By-law may be cited as the "CEMC Service Agreement By-law".

Read in its entirety, approved, signed and the seal of the Corporation affixed thereto and finally passed in open Council this 12th day of November, 2024.

George Sterling, Mayor

Nancy Field, Clerk

CORPORATION OF THE TOWNSHIP OF RYERSON

BY-LAW ___-24

Being a By-law to execute an agreement with His Majesty the King in Right of Ontario represented by the Minister of the Solicitor General on behalf of the Ontario Provincial Police to enter into an agreement for the provision of Primary Public Safety Answering Point (PSAP) Services.

WHEREAS the Council of the Corporation of the Township of Ryerson deems it desirable to execute an agreement with His Majesty the King in Right of Ontario as represented by the Minister of the Solicitor General on behalf of the Ontario Provincial Police for the Provision of Primary Public Safety Answering Point (PSAP) Services.

NOW THEREFORE the Township of the Corporation of the Township of Ryerson hereby enacts as follows:

1. That the Mayor and Clerk be authorized to execute an agreement between His Majesty the King in Right of Ontario as presented by the Minister of the Solicitor General on behalf of the Ontario Provincial Police and the Township of Ryerson.
2. That the said agreement is attached thereto and shall be part of this By-law as Schedule "A".
3. That all previous By-laws be hereby repealed.
4. That this By-law shall come into effect January 1, 2025.

READ A FIRST, SECOND,
AND THIRD TIME, SIGNED
AND SEAL OF THE CORPORATION
AFFIXED THERETO, AND FINALLY
PASSED IN COUNCIL THIS 12TH
DAY OF NOVEMBER, 2024

Mayor

Clerk



**AGREEMENT FOR THE PROVISION OF
PRIMARY PUBLIC SAFETY ANSWERING
POINT (PSAP) SERVICES**

**AGREEMENT FOR THE PROVISION OF PRIMARY PSAP SERVICES
EFFECTIVE AS OF JANUARY 1, 2025**

BETWEEN:

HIS MAJESTY THE KING IN RIGHT OF ONTARIO
as represented by the
MINISTER OF THE SOLICITOR GENERAL
on behalf of the **ONTARIO PROVINCIAL POLICE**

("OPP")

OF THE FIRST PART

AND:

THE CORPORATION OF THE TOWNSHIP OF RYERSON
(the "9-1-1 Authority")

OF THE SECOND PART

RECITALS:

- (a) **WHEREAS** Bell Canada has entered into agreements with the 9-1-1 Authority to provide the 9-1-1 Authority with a 9-1-1 Public Emergency Reporting Service (PERS), and which authorizes the 9-1-1 Authority to deliver 9-1-1 services using NG 9-1-1 technology;
- (b) **AND WHEREAS** it is the obligation of the 9-1-1 Authority under its agreement with Bell Canada to ensure that a Primary Public Safety Answering Point serves the territory in which the 9-1-1 Authority operates;
- (c) **AND WHEREAS** the 9-1-1 Authority is permitted under its agreement with Bell Canada to contract with a third party for the management and operation of the Primary Public Safety Answering Point;
- (d) **AND WHEREAS** the 9-1-1 Authority wishes to contract with the OPP for the management and operation of the Primary Public Safety Answering Point, which is or is expected during the term of this Agreement to transition from being delivered by PERS to being delivered using NG 9-1-1 technology;
- (e) **AND WHEREAS** the 9-1-1 Authority confirms its adherence to this Agreement by executing it, as provided for herein, and providing the OPP with a certified copy of the resolution or by-law authorizing it entering into this Agreement;

NOW THEREFORE, in consideration of the promises and covenants herein, the Parties agree as follows:

1 The Parties warrant that the recitals are true.

2 DEFINITIONS AND INTERPRETATION

2.1 In this Agreement:

“9-1-1 Call” means a request for public safety assistance signaled by a 9-1-1 caller using a device and communications service supporting 9-1-1 contact, regardless of the media (e.g., voice, video, text, other) used to make that request; **“9-1-1 Caller”** means the end user contacting 9-1-1.

“Agreement” means this agreement and Schedule “A”, which is attached to, and forms part of this Agreement.

“ALI” means an Automatic Location Identification, which consists of a database feature that displays, to the Primary and Secondary PSAP, address and location data with respect to a source from which the 9-1-1 call originates.

“ANI” means an Automatic Number Identification, which consists of a database feature that displays the telephone number of the primary exchange service that originates the 9-1-1 call to the Primary PSAP.

“Call Control” means a feature that allows the 9-1-1 call taker at the Primary PSAP to maintain control of

the line upon which the 9-1-1 call was made regardless of calling party action.

“ESZ” means Emergency Services Zone, which is a geographic area served by a Secondary PSAP in the territory of the 9-1-1 Authority.

“GIS” means “Geographic Information System”, a system for capturing, storing, displaying, analyzing and managing data and associated attributes which are spatially referenced.

“NG9-1-1” means a secure, IP-based, open-standards based system comprised of hardware, software, data, and operational policies and procedures that (1) provides standardized interfaces from emergency call and message services to support emergency communications, (2) processes all types of emergency calls, including voice, text, data, and multimedia information, (3) acquires and integrates additional emergency call data useful to call routing and handling, (4) delivers the emergency calls, messages and data to the appropriate PSAP and other appropriate emergency entities based on the location of the caller, (5) supports data, video, and other communications needs for coordinated incident response and management and (6) interoperates with services and networks used by first responders to facilitate emergency response.

“Party” means the OPP or the 9-1-1 Authority, and “Parties” shall mean both of them.

“PERS” means “Public Emergency Reporting Service” which is a telecommunications service provided by Bell for the delivery of 9-1-1 calls.

“PSAP” means “Public Safety Answering Point” which is the entity responsible for receiving 9-1-1 calls and processing those 9-1-1 calls according to a specific operational policy.

“Primary PSAP” means the Primary Public Safety Answering Point serving the 9-1-1 Authority and located at the OPP Provincial Communications Centre (PCC), which is the first point of reception by the OPP of 9-1-1 calls.

“Secondary PSAP” means the communication center of a fire, police or ambulance agency, within an ESZ, to which 9-1-1 calls are transferred from the Primary PSAP, and for which the Secondary PSAP is then responsible for taking appropriate action.

“Selective Routing and Transfer” means a feature that automatically routes a 9-1-1 call to the appropriate Primary or Secondary PSAP based upon the ALI and ANI of the telephone line from which the 9-1-1 call originates.

2.2 **Severability** - If any term of this Agreement shall be held to be illegal, invalid, unenforceable, null, void or inoperative by a court of competent jurisdiction, the remaining terms shall remain in full force and effect.

2.3 **Section Headings** - The section headings contained herein are for purposes of convenience only and

shall not be deemed to constitute a part of this Agreement or affect the meaning or interpretation of this Agreement in any way.

2.4 **Entire Agreement** - This Agreement constitutes the entire agreement of the Parties, with respect to the provision and operation of services as defined hereunder and supersedes any previous agreement whether written or verbal. In the event of a conflict or inconsistency between this Agreement and a tender document such as request for proposals issued by the 9-1-1 Authority for the provision of services as described hereunder or the proposal that the OPP submitted in response to the tender document, this Agreement shall prevail to the extent of the conflict or inconsistency.

2.5 **Amendments** - Any amendments to this Agreement shall be in writing and shall not take effect until approved in writing by both Parties. Either party may make changes to this Agreement with the consent of the other party by appending an amendment signed and dated by both parties reflecting the changes.

3 **NOTICES**

3.1 **Notice** - Any notice required pursuant to this Agreement shall be in writing by mail or by electronic mail to the following addresses:

To the 9-1-1 Authority

THE CORPORATION OF
THE TOWNSHIP OF
RYERSON
R.R. #1 28 Midlothian Road,
Burks Falls, ON P0A 1C0

Email:
treasurer@ryersontownship.ca

To the Ontario Provincial Police

Attention: Municipal Policing Bureau

OPP General Headquarters
777 Memorial Avenue Orillia
ON L3V 7V3

Email:
OPP.MunicipalPolicing@opp.ca

Or to such other addresses either of the Parties may indicate in writing to the other. Any notice given in accordance with this Agreement shall be deemed to have been received upon delivery, if delivered by mail

or by email, five (5) days after sending.

3.2 **Notices in Writing** - All notices required under this Agreement shall be in writing.

4 **RATES AND METHOD OF PAYMENT**

4.1 The 9-1-1 Authority shall pay the OPP for providing and operating the Primary PSAP as follows:

- (a) **Amount of Annual Rate** - The 9-1-1 Authority shall be charged and shall be required to pay an annual rate of \$417.95 based on the residential population served in the geographic territory of the 9-1-1 Authority of 745 at a per capita cost of \$0.561.
- (b) **Review of Annual Rate** - The annual rate specified in clause (a) shall be reviewed at the end of every calendar year and may be revised by the OPP based on changes to the residential population or changes to costs of labour and equipment. In the event that the residential population of the geographic territory of the 9-1-1 Authority increases or decreases by more than 10% during either the previous year, or cumulatively since the date the Agreement began, the annual rate shall be adjusted accordingly for the following year, and the 9-1-1 Authority shall pay the revised annual rate. The OPP shall determine the residential population using population figures found in the latest version of the Ontario Municipal Directory, or if not found there, then in other recognized sources.
- (c) **Invoices** - The first invoice shall be issued immediately to the 9-1-1 Authority upon the start of the Agreement. The 9-1-1 Authority shall subsequently be invoiced annually at the beginning of each calendar year, and the invoice shall cover the time period for the subsequent calendar year, or portion thereof that this Agreement is in effect.
- (d) **Payments** - Payments invoiced under this Agreement shall be made payable to the Minister of Finance, and payment shall be due no later than thirty (30) days following receipt of the invoice. Any payments which have become due and owing after this time period, in whole or in part, shall bear interest at the rate set by the Minister of Finance from time to time.

5 **RESPONSIBILITIES OF THE OPP**

The OPP shall manage and operate the Primary PSAP and:

- 5.1 **Personnel** - Staff the Primary PSAP to answer and transfer 9-1-1 calls to the appropriate Secondary PSAP at a level appropriate with the 9-1-1 call volume in the geographic territory of the 9-1-1 Authority.
- 5.2 **Equipment** - Provide, in its operation of the Primary PSAP, terminal equipment which permits the

utilization of features provided by Bell Canada to the 9-1-1 Authority consisting of ALI, ANI, Selective Routing and Transfer and Call Control features, as well as equipment to communicate with deaf, hard of hearing, and speech impaired callers.

- 5.3 **Hours** - Operate the Primary PSAP twenty-four (24) hours a day, seven (7) days a week.
- 5.4 **9-1-1 Call Response** - Answer and transfer all 9-1-1 calls received by the Primary PSAP and associated ANI/ALI information, to a designated Secondary PSAP within the proper ESZ, as deemed appropriate by Primary PSAP personnel. This shall include maintaining control of the line upon which each 9-1-1 call is received until the 9-1-1 call is confirmed as being transferred to the appropriate Secondary PSAP or until the 9-1-1 call is terminated.
- 5.5 **Record Retention** - Retain digital voice records of all 9-1-1 calls received at the Primary PSAP, in accordance with OPP policy, and ANI/ALI data for one hundred eighty (180) days from the date such records are created. The OPP is prepared to provide to authorized personnel, certified copies of audio recordings, as it directly pertains to the Primary PSAP for the purposes of civil litigation and/or criminal proceedings provided the request is received no later than five (5) days prior to the end of the retention period of the recordings or records. The OPP shall retain the original recordings or records until the conclusion of any civil or criminal proceedings to which such records relate.
- 5.6 **Backup Primary PSAP** - Provide an operational backup Primary PSAP to which 9-1-1 calls shall be transferred at the discretion of the OPP or Bell Canada in the event that the usual Primary PSAP is unable to receive the 9-1-1 calls.
- 5.7 **Non-English Callers** - Make reasonable efforts to respond to 9-1-1 calls from non-English callers, subject to the OPP's ability to access the services of a third-party provider. The OPP does not warrant that it shall be able to provide services to non-English callers, or that it shall be able to access such services from a third-party provider.
- 5.8 **Reports** - Upon request from the 9-1-1 Authority, or as determined by the OPP in consultation with the 9-1-1 Authority, the OPP shall provide reports which show the overall efficiency of the Primary PSAP in answering 9-1-1 calls, including the volume of 9-1-1 calls.

6 RESPONSIBILITIES OF THE 9-1-1 AUTHORITY

The 9-1-1 Authority shall:

- 6.1 **Payment** - Be responsible for the amount of payment, in the manner, and within the timelines set out in Article 4.0 herein.
- 6.2 **Designate Secondary PSAPs** - Designate Secondary PSAPs that are not OPP Detachments for each and every ESZ in the geographic territory of the 9-1-1 Authority to which the Primary PSAP shall

answer and transfer a 9-1-1 call, and co-ordinate the participation of all such Secondary PSAPs in the manner required by this Agreement.

- 6.3 **Warranty** - Warrant and represent that each Secondary PSAP serving the 9-1-1 Authority is operative twenty-four (24) hours a day, seven (7) days a week, and shall answer and respond to all 9-1-1 calls directed to it from the Primary PSAP.
- 6.4 **Changes** - Notify the OPP in writing immediately upon becoming aware of any changes, including but not limited to changes to NG9-1-1 or any technology in use that shall affect or is likely to affect the services the OPP provides under this Agreement, or of any changes to, or the termination or expiry of any Agreement between the Municipality and Bell Canada related to the services provided hereunder.
- 6.5 **GIS Data Responsibility** – The 9-1-1 Authority shall be solely responsible for GIS data it has provided. The OPP is not responsible for aggregating, creating, maintaining, or updating GIS data on behalf of the Municipality.

7 LIMITATION OF LIABILITY

- 7.1 **Limitation of Liability** - Notwithstanding any other provision in this Agreement, the OPP shall not be responsible or liable for any injury, death or property damage to the 9-1-1 Authority, its employees, subcontractors or agents, or for any claim by any third party against the 9-1-1 Authority, its employees, subcontractors or agents arising from:
- (a) **External Information** - The accuracy or completeness, or lack thereof, of any information the OPP receives from the 9-1-1 Authority, Bell Canada or any other third party, which the OPP relies on in providing services under this Agreement.
 - (b) **Equipment and Services** - Equipment or services provided by any other party (including the failure of any other party to provide equipment or services) which the OPP uses and relies on to provide services under this Agreement including but not limited to:
 - (i) Equipment or services required to transfer services provided under this Agreement from any other party to the OPP,
 - (ii) Services provided to non-English speakers who place 9-1-1 calls,
 - (iii) Services provided by Bell Canada to the 9-1-1 Authority including under PERS or NG9-1-1 and,
 - (iv) Services provided by Secondary PSAPs, which are not part of the OPP.
 - (c) **Call Volumes** - The inability of the OPP to respond to 9-1-1 calls due to call volume that

exceeds the capacity of the Primary PSAP, including the equipment and personnel who work at the Primary PSAP.

7.2 **Survival** - Section 7.1 shall survive the termination or expiry of this Agreement.

8 COMPLIANCE WITH LAWS AND CONFIDENTIALITY

8.1 **Compliance with Laws** - Both Parties agree to comply with all applicable laws in effect in the Province of Ontario in performing their respective obligations and duties under this Agreement.

8.2 **Confidential Information** - Both Parties agree that except where required by law, or for the purpose of performing duties or obligations under this Agreement, neither Party shall directly or indirectly disclose, destroy, exploit or use, either during or after the term of this Agreement, any confidential information belonging to the other Party, unless the other Party has provided its written consent. Both Parties further agree that when this Agreement terminates or expires, they shall return all confidential information belonging to the other Party.

9 DISPUTE RESOLUTION

9.1 **Dispute Resolution** - Subject to Article 10.0 herein, if any dispute arises between the OPP and the 9-1-1 Authority as to their respective rights and obligations under this Agreement, the Parties may use the following dispute resolution mechanism to resolve such disputes:

- (a) The Unit Commander of the Primary PSAP and a representative of the 9-1-1 Authority herein shall attempt to settle the dispute within fifteen (15) business days of the dispute arising;
- (b) If the Unit Commander of the Primary PSAP and the representative of the 9-1-1 Authority are unable to settle the dispute within fifteen (15) business days of the dispute arising, they shall refer the dispute to the Director. The Director and the representative 9-1-1 Authority shall attempt to resolve the dispute within fifteen (15) business days;
- (c) If the Parties are still unable to resolve the dispute, the Commissioner or the Deputy Commissioner of the OPP and representative of the 9-1-1 Authority agrees to attempt to resolve the dispute within fifteen (15) business days; and,
- (d) If the Parties are still unable to resolve the dispute, each may, with the agreement of the other Party, refer the dispute to arbitration in accordance with the Arbitration Act, 1991, as amended.

10 TERM, TERMINATION AND RENEWAL

10.1 **Term** - This Agreement shall come into effect on the date first written above and shall remain in

force, subject to either party terminating the agreement as specified in this section.

- 10.2 **Termination** - Either Party to this Agreement may terminate this Agreement without cause and without incurring any liability upon providing one hundred eighty (180) days written notice of termination to the other Party, in which case this Agreement shall terminate one hundred eighty (180) days following the delivery of such notice. Should a notice to terminate be given, the 9-1-1 Authority shall continue to be obligated to pay for the cost of the services described in this Agreement up to and including the date of such termination and the OPP shall continue to be responsible to provide the services described in this Agreement up to and including the date of such termination.
- 10.3 **Immediate Termination** - Either Party may terminate this Agreement immediately without incurring any liability if Bell Canada withdraws offering PERS or any successor technology such as NG9-1-1 to the 9-1-1 Authority or if the Agreement between Bell Canada and the 9-1-1 Authority for the provision of PERS or any successor technology such as NG9-1-1 is terminated or is expired and not renewed.

11 **GENERAL**

- 11.1 **No Waiver** - The failure of a Party to this Agreement to enforce at any time any of the provisions of this Agreement or any of its rights in respect thereto or to insist upon strict adherence to any term of this Agreement shall not be considered to be a waiver of such provision, right or term or in any way to affect the validity of this Agreement.
- 11.2 **Waiver in Writing** - Any waiver by any Party hereto of the performance of any of the provisions of this Agreement shall be effective only if in writing and signed by a duly authorized representative of such Party.
- 11.3 **No Prejudice** - The exercise by any Party to this Agreement of any right provided by this Agreement shall not preclude or prejudice such Party from exercising any other right it may have under this Agreement, irrespective of any previous action or proceeding taken by it hereunder.
- 11.4 **Restructuring** - The 9-1-1 Authority shall notify, and consult with the OPP before the 9-1-1 Authority's boundaries are altered, the 9-1-1 Authority is amalgamated with another 9-1-1 Authority, the 9-1-1 Authority is dissolved or the legal status of the 9-1-1 Authority is subject to other substantive changes.
- 11.5 **Relations** - The Agreement shall not create nor shall it be interpreted as creating any association, partnership, employment relationship or any agency relationship between the Parties.
- 11.6 **Media** - Both Parties agree that they shall not at any time directly or indirectly communicate with the media in relation to this Agreement unless they first notify the other Party in writing.

- 11.7 **Promotion** - Neither Party shall publicize or issue any publications related to this Agreement unless they first notify the other Party in writing.
- 11.8 **Assignment** - Neither Party shall assign this Agreement or any portion thereof without the prior written consent of the other, which consent may not be arbitrarily withheld.
- 11.9 **Force Majeure** - Neither Party shall be liable for damages caused by delay or failure to perform its obligations under this Agreement where such delay or failure is caused by an event beyond its reasonable control. The Parties agree that an event shall not be considered beyond one's reasonable control if a reasonable business person applying due diligence in the same or similar circumstances under the same or similar obligations as those contained in the Agreement would have put in place contingency plans to either materially mitigate or negate the effects of such event. If a Party seeks to excuse itself from its obligations under this Agreement due to a force majeure event, that Party shall immediately notify the other Party of the delay or non- performance, the reason for such delay or non-performance and the anticipated period of delay or non-performance.

IN WITNESS WHEREOF, the **9-1-1 Authority** has affixed its Corporate Seal attested by the signature of its duly authorized signing officer(s), and the Provincial Commander of the OPP has personally signed this Agreement to be effective as of the date set out herein.

THE CORPORATION OF THE TOWNSHIP OF RYERSON

SIGNATURE

Print Name & Title

Date: _____ day of _____, 20__

Ontario Provincial Police (OPP)

Provincial Commander

Print Name

Date: _____ day of _____, 20__

SCHEDULE "A"

BYLAW OR BAND COUNCIL RESOLUTION

Attached to and forming part of the Agreement between

HIS MAJESTY THE KING IN RIGHT OF ONTARIO
as represented by the
MINISTER OF THE SOLICITOR GENERAL
on behalf of the ONTARIO PROVINCIAL POLICE

And

THE CORPORATION OF THE TOWNSHIP OF RYERSON

**PLACEHOLDER
BY-LAW/BAND COUNCIL RESOLUTION**

Ontario Provincial Police
 Police provinciale de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave. Orillia ON L3V 7V3
 777, avenue Memorial Orillia ON L3V 7V3

Tel: 705 329-6200 Fax: 705 330-4191
 Tél. : 705 329-6200 Téléc.: 705 330-4191

File Reference:600

The Corporation of
 The Township of Ryerson

R.R. #1, Midlothian Road,
 Burks Falls, ON
 P0A 1C0

October 21, 2024

Dear Brayden Robinson

This letter is a follow up to our August 2023 correspondence sent to advise of upcoming changes to the Primary Public Safety Answering Point (P-PSAP) service agreement with the Ontario Provincial Police (OPP) to align with the requirements of Next Generation 9-1-1 (NG9-1-1) services. The P-PSAP service is a necessary requirement of providing 9-1-1 to the public as it is the first point of contact when dialing 9-1-1; operators determine whether the caller requires police, fire or ambulance service before routing to the call to the appropriate agency. The new OPP P-PSAP agreement has been developed and is attached to this letter.

At this time, the rate for this service will remain at \$0.561 / capita / annum. Accordingly, the annual cost of the service to The Corporation of the Township of Ryerson 2025 will be 0.561*745 based on a residential population served of 745.

While we encourage you to review the new agreement in its entirety, a summary of significant updates to the agreement include:

	Previous Agreement(s)	New Agreement
Terminology	Central Emergency Reporting Bureau (CERB) Public Emergency Reporting Service (PERS)	P-PSAP NG 9-1-1
Termination	90-day notice period	180-day notice period
Term length	2 (two) & 5 (five) year, renewable by written notice	Rolling term

To proceed with services under the new agreement, the OPP will require the attached agreement to be signed by the appropriate party, be accompanied by a by-law or band council resolution, and returned to the OPP by December 1, 2024.

Agreements will be effective as of January 1, 2025, and changes to billing based on population updates will be reflected in the annual billing issued in January 2025.

I have attached a P-PSAP information package for your reference. Please notify us at the soonest opportunity if you have any questions, or if you wish to discontinue the P-PASP service from the OPP. Note that the OPP is one of multiple providers of P-PSAP service to choose from, and that a P-PSAP service must be in place for members of your community to continue to be able to access 9-1-1. If you have any questions regarding the service, changes to the agreement, or billing please contact ppsap@opp.ca.

Kind Regards,



Superintendent Steve Ridout
Commander, Municipal Policing Bureau

Attachments P-PSAP Agreement
P-PSAP Information Package



**OPP PROVISION OF
9-1-1 PRIMARY PUBLIC SAFETY
ANSWERING POINT (P-PSAP)
SERVICES**

OPP 9-1-1 P-PSAP Services

The Ontario Provincial Police (OPP) was established in 1909 and is one of the largest police forces in North America, with 5,500 uniformed officers, 2,500 civilian employees and 600 Auxiliary officers. The OPP operates under the Police Services Act and serves Ontario by protecting its citizens, upholding the law and preserving public safety. Many of the services provided by the OPP, including frontline policing, communications and 9-1-1 Primary Public Safety Answering Point (P-PSAP), are provided under contract to Ontario municipalities.

A P-PSAP is responsible for answering all calls to 9-1-1 for police, fire and ambulance services. A 9-1-1 calltaker will triage the caller's needs and forward the call directly to the appropriate emergency service(s) — known as a secondary Public Safety Answering Point (S-PSAP) — for action and follow-through.

The OPP provides primary PSAP and secondary PSAP services to many municipalities in Ontario.

Trained OPP personnel have expertise in both calltaking and dispatch functions and are available to provide 9-1-1 P-PSAP services 24 hours per day, seven days per week, 365 days per year.

Presently, the OPP has agreements with 111 Municipalities, First Nations, Local Services Boards and other 9-1-1 Authorities to provide P-PSAP services in geographical areas that are policed by the OPP, as well as in some areas where policing is provided by a Municipal Police Service.

If a Municipality chooses to accept an OPP contract for the provision of 9-1-1 P-PSAP services, the resources of the Provincial Communications Centre (PCC) will focus on meeting the needs of the Municipality, as set out in the contract.

Advantages of accepting an OPP contract for the provision of 9-1-1 P-PSAP services to the Municipality include improved situational awareness during incidents, which is crucial to establishing the most efficient emergency communications systems possible. Additionally, it allows for improved control and coordination of major incidents, an assured Grade of Service, consistent use of state-of-the-art technology and continuous service provided at a defined cost.

The information contained in this document outlines OPP-provided P-PSAP services.

Technical and Operational Information

Provincial Communications Centres Providing Call Answering

A Provincial Communications Centre is the incoming communications centre and acts as the primary interface between the public and the OPP for both non-emergent and emergency calls, including 9-1-1. The OPP currently operates four (4) Provincial Communications Centres in Ontario. Each OPP Provincial Communications Centre operates in compliance with the provisions of Ontario Regulation 3/99 governing the adequacy and effectiveness of police services (Adequacy Standards).

For a Municipality under contract with the OPP for 9-1-1 P-PSAP service, the OPP provides continuous and uninterrupted services through one of two Provincial Communications Centres: the North Bay Provincial Communications Centre is designated as the primary call answering centre, with another OPP Provincial Communications Centre serving as the backup location. This is required as part of the Bell Canada service plan. Staff and system requirements necessary for the provision of this service to the municipality are available upon acceptance of the OPP as the provider of P-PSAP services. 9-1-1 calls will be answered and directed to the appropriate public safety agencies within the municipality's 9-1-1 Public Emergency Reporting Service (PERS). In order to accommodate 9-1-1 P-PSAP responsibilities for the municipality, Bell PERS will be required to install circuits to direct the calls appropriately to the OPP. This work will be completed without any cost to the municipality as part of the Bell service plan.

Staffing of Provincial Communications Centres

The OPP staffs all its Provincial Communications Centres with qualified civilian and uniform OPP members. The OPP also manages all the personnel and equipment required to receive and process all emergency calls directed to the P-PSAP. A Provincial Communications Centre is typically staffed based on historical workloads and software algorithms that identify the number of required personnel to adequately meet the OPP Grade-of-Service target. During normal operations the calltaker and dispatcher functions are separated, although all operators are trained to perform both roles. On-duty civilian Communication Teams Leaders and OPP uniform supervisors provide full-time, on-site supervision and support at all times.

The OPP is thoroughly familiar with the operation of the 9-1-1 PERS, as it is a part of normal day-to-day operations. OPP personnel have considerable experience in dealing with emergent situations and serving the public directly. This experience and fundamental orientation are of benefit to the citizens of a municipality that contracts with the OPP as a P-PSAP provider.

Training

Provincial Communications Centre staffing is of utmost importance to the OPP. For the calltakers as the first points of contact for the public during an emergency and for the dispatchers who coordinate the movements and actions of frontline police officers, it is mission critical that PCC staff are well trained and in adherence with the OPP's Standard Operating Procedures. All

applicants for OPP Communications Operator positions are subjected to a rigorous screening process involving interviews, pre-employment testing using CritiCall and other position-specific software, psychological testing and security checks. Once hired, they receive extensive training in a classroom environment, followed by practical training in the Provincial Communications Centre, and are matched with an OPP-trained coach during their initial transition. A quality assurance program is in place to ensure employees maintain their skillset and are compliant with organizational standards.

Standards

The Provincial Communications Centres are guided by OPP Standard Operating Procedures that incorporate the Bell Canada Standards Manual. These procedures are applied consistently to all OPP 9-1-1 customers. The OPP currently has a service level objective of answering 95% of all 9-1-1 calls within two rings. Performance of all call answering activity is regularly measured and reviewed. The 9-1-1 P-PSAP calls are the highest rated priority in the system and are always answered first. Note: The standard ringing cycle is six seconds and is fixed by the telephone company. Accordingly, the maximum time for two ringing cycles is 12 seconds from start to finish.

Each Provincial Communications Centre is equipped with digital reader boards that display information including the number of calls waiting in the queues and the time for the longest outstanding call. The reader boards are programmed to sound an audible alarm at pre-set limits, alerting the calltakers to this critical information. Immediately upon an alarm sounding, prompt action is taken to address the situation to relieve pressure. Team leaders continually monitor call activity and assign duties as required by the situation. Use of this equipment facilitates efficiencies in call answering.

Redundancy and Back-up Sites

Both the P-PSAP (the North Bay Provincial Communications Centre) and the back-up location (another OPP Provincial Communications Centre) are equipped with the same types of equipment and provide equivalent operation and service.

Back Up Site: The operation of the Provincial Communications Centres is mission critical to the OPP. The OPP has developed plans to deal with various system failures or disasters. There are several options to deal with emergent situations up to and including transferring all operations to the back-up location. This includes 9-1-1 PERS service (P- PSAP and Secondary PSAP (S-PSAP)) and regular OPP direct dial services via 888-310-1122/33. It should also be noted the telephone company services (regular Central Office and 9-1-1 PERS) for both the North Bay Provincial Communications Centre and the back-up location are provided via a fibre ring that provides redundant access from the local Bell Central Office. Both locations are also served by different Bell digital multiplex system (DMS) switching systems.

Multi-Language/Hearing-Voice Impaired Calls

All 9-1-1 calls are initially answered in English. Bilingual (French/English) communicators at each Provincial Communications Centre are able to answer a call in either official language. The OPP

will respond, as provided by the French Language Services Act, to both verbal inquiries and written correspondence received in French. The OPP subscribes to an interpretation services telephone line and regularly uses this service to access live translation services in additional languages, as required. To assist with Deaf, deafened, and hard of hearing callers, each Provincial Communications Centre is equipped with a minimum of two (2) TTY devices which are connected to the telephone systems, ensuring calls can be transferred as required. These devices are also used by the OPP to provide similar service through the direct dial 1-888-310-1133 phone number.

The Communications Centre Logger (CCL) system

Every Provincial Communication Centre is equipped with the Communications Centre Logger (CCL) system to capture and store call recordings. Multi-channel digital recorders provide continuous long-term storage on a 24-hour basis. The recorders are redundantly configured in order to ensure continuity of recordings. Copies of recordings are archived to an additional on-site and off-site data server in order to ensure availability in case of hardware failure. All telephone calls are recorded for the duration that the operator's phone remains off hook. All radio transmissions are recorded for the duration of the radio PTT transmission. The CCL system does not record dead air in-between calls or transmissions. Exports of audio recordings are presented as a collection of timestamped clips where each clip represents a single call or transmission.

Records are retained for a seven (7) year plus current year period. Recordings of 9-1-1 related calls are the property of the OPP and no ownership can be accorded to the Municipality. These records contain other proprietary information.

Requests for copies of CCL system recordings are processed by the OPP Technology Disclosure Unit (TDU).

Automatic Number Identification/Automatic Location Identification (ANI/ALI)

ANI (Automatic Number Identification) is the automatic display at the PSAP of the telephone number associated with the line which called 9-1-1. ALI (Automatic Location Identification) contains details about the location, including the GPS coordinates or the civic or mailing address and other identifying information such as the building name or suite number that is associated with the ANI from the database where the PSAP is connected. All Bell 9-1-1 PERS ANI/ALI data and associated information received with each individual 9-1-1 calls is recorded. The OPP is responsible for its own operations and can accommodate the reception of ANI/ALI data. The ANI/ALI data may be transferred or "downstreamed" to Secondary PSAP agencies.

The OPP is prepared to provide to authorized individuals, copies of audio recordings, as it directly pertains to the Municipality's P-PSAP operation for purposes of civil litigation and/or criminal proceedings. Requests for such information must be received in writing at least five days prior to the end of the seven-year retention period for audio recordings. The OPP will retain the originals until such proceedings are complete.

Online Conferencing

The Bell PERS system has a maximum conference capability of three (3) parties. In operation, the P-PSAP will conference the originating 9-1-1 caller to the requested service (police/fire/ambulance). It is then the responsibility of the Secondary PSAP that receives the 9-1-1 call from the P-PSAP, to manage the situation and conference others as required. The OPP can add a fourth party (i.e., interpretation services) via the Meridian conference feature.

Reports

The OPP will provide reports, the frequency of which shall be monthly or as determined in consultation with the Municipality, which will show the overall efficiency of the P- PSAP operation in answering 9-1-1 calls, as well as the volume of calls handled for the Municipality.

The OPP notifies Bell Canada of any identified addressing errors related to the ANI/ALI addressing database. As a standard practice, the OPP reports any noted failures of the 9-1-1 PERS system to Bell Canada.

Costs

The OPP determines the costs for this service based on the population of the community. The annual rate per capita is \$0.561.

Additional Charges

The annual rate shall be reviewed at the end of every calendar year, and it may be revised by the OPP based on changes to the residential population or to the per capita cost charged by the OPP. If the residential population of the Municipality increases or decreases by more than 10% during either the previous year, or cumulatively since the date the Agreement began, the annual rate shall be adjusted accordingly for the following year, and the Municipality shall be obliged to pay the OPP the revised annual rate. The OPP shall determine the annual revisions to the residential population using population figures found in the latest version of the Ontario Municipal Directory, or if not found there, then in other recognized sources.

Allowances for Business Interruptions

Due to the equipment redundancy and back-up provisions, the OPP does not expect any disruption to P-PSAP service. To date there has been no service interruptions to P-PSAP services that are attributable to the OPP. The OPP have committed significant resources to the telecommunications infrastructure to prevent disruptions and consequently are not offering any monetary allowances.

Preparing for Next Generation 9-1-1 (NG9-1-1)

Under a directive from the Canadian Radio-television and Telecommunications Commission (CRTC), all telephone companies are mandated to update their networks in order to be ready to provide next-generation (NG9-1-1) services in the future.

As consumer telecommunication devices continue to evolve with changing technology, the 9-1-1 system must keep pace in order to maintain and further enhance public safety.

NG9-1-1 is the mandatory replacement of the current 9-1-1 service in Canada. Rather than a series of different, proprietary telephone systems, NG9-1-1 is an ecosystem of integrated, standards-based systems from coast to coast to coast. It will comply with a standard developed by the North American Emergency Number Association (NENA) which forms the basis for compatible deployment of this new service in Canada, the United States and around the world.


The change to NG9-1-1 will significantly enhance public safety communications services in an increasingly wireless, mobile society with new broadband network capabilities, notably:

- It will be a national level network that will facilitate emergency communications between citizens and emergency services.
- It will be a standards-based, secure platform specifically for 9-1-1 emergency communications across Canada.
- It will provide OPP PCC Communicators with enhanced caller location and subscriber information, improving their ability to dispatch officers as quickly as possible.
- NG9-1-1 will improve interoperability between emergency services agencies by allowing P-PSAPs to transfer calls efficiently and seamlessly share information from PSAP to PSAP.
- NG9-1-1 will allow the public to real-time text (RTT) 9-1-1 directly and in the future, allow callers to send photos and videos.

By March 1, 2022, all networks were updated to prepare for NG9-1-1. Additional milestones will be put in place by the CRTC, culminating in the decommissioning of the existing 9-1-1 system and full implementation of NG9-1-1 by March 2025.

The OPP is a national leader in NG9-1-1 adoption and implementation and has committed resources to ensuring the safety and security of the new NG9-1-1 network.

Working in partnership with hardware and software stakeholders, the OPP is expecting to begin the NG9-1-1 migration process early in 2024.

	<h2>CAO Report</h2>
To:	Ryerson Township Council
From:	CAO/Treasurer Brayden Robinson
Date of Meeting:	November 12, 2024
Report Title:	Staff/Volunteer Recognition Report
Report Date:	November 6, 2024

Recommendation


Council decision required.

Be it resolved that Ryerson Township Council direct that recognition shall be provided, as outlined in the attached Staff Recognition Report dated November 12, 2024.

Background

In past years, employees and volunteers have received recognition from Council with Holiday bonuses.

1. For **11** admin, Roads, Fire Chief, FPO, and salaried staff, \$150.00 Holiday bonus.
2. For Fire Training Officer \$100.00 Holiday bonus.
3. For 2 Library Volunteers \$100.00 Holiday bonus.
4. For Fire Department Members: \$75.00 each.

	<h2>Clerk's Report</h2>
<p>To:</p>	<p>Ryerson Township Council</p>
<p>From:</p>	<p>Clerk, Nancy Field</p>
<p>Date of Meeting:</p>	<p>November 12, 2024</p>
<p>Report Title:</p>	<p>Office Holiday Hours</p>
<p>Report Date:</p>	<p>November 06, 2024</p>

Recommendation:

Be it resolved that Ryerson Township Council set the 2024 Ryerson Township Office Holiday Hours as follows: Closed: December 24 at noon, 25, 26, 27, 30, 31, 2024 and January 1, 2025, inclusive. Office will re-open for regular hours on Thursday January 2, 2025, at 8:30 a.m.

Purpose/Background:

Every year we bring the information to Council to decide what the office holiday hours will be so we can post the dates on the website.

Last year the office was closed to the public on December 25th to January 1st, 2024, inclusive. We returned to work January 2nd, 2024, at 8:30 a.m.

If payroll etc. is required during the holiday closure, staff will work as required and the office will remain closed to the public.

Staff use their vacation time for the time they take off, it is not an extra benefit.


Public Works employees receive the Statutory Holiday Days off; however, they are usually required to work in late December due to winter operations.



Township of Ryerson
2025 Regular Council Meetings Schedule
Special Meetings may be called as needed

- January: 14th, 28th (ROMA January 19-21, 2025)
- February: 11th, 25th (plus special meeting(s) in February or March for budget)
- March: 11th, 25th (Good Roads March 30 – April 2, 2025)
- April: 8th, 22nd
- May: 13th, 27th (FONOM May 5-7, 2025)
- June: 24th (Yard Sale 21st) (AMCTO June 8-11, 2025)
- July: 15th
- August: 12th (AMO August 17-20, 2025)
- September: 9th
- October: 7th, 21st
- November: 11th, 25th
- December: 9th

Special and closed meetings will be scheduled as required

	<h2>Staff Report</h2>
To:	Council
From:	Clerk, Nancy Field
Date of Meeting:	November 12, 2024
Report Title:	Provincial Planning Statement
Report Date:	November 1, 2024

Recommendation:

It is recommended that Council receive the 2024 Provincial Planning Statement and refer to the guideline when considering planning applications.

Purpose/Background:

The new Provincial Planning Statement came into effect October 20, 2024. It typically outlines the government's vision and policies for land use and development within the province. It is a streamlined province wide land use policy framework that replaces the Provincial Policy Statement 2020 and A place to Grow, which was a growth plan for Greater Golden Horseshoe. It includes guidelines to be referred to when considering planning applications. The statement is usually designed to ensure that local planning aligns with broader provincial goals and objectives.

The major differences between the Provincial Policy Statement 2020 and the Provincial Planning Statement 2024 that pertain to our area are:

Climate Change Focus

- 2020: Acknowledged climate change but offered limited guidance.
- 2024: Stronger emphasis on climate resilience, requiring municipalities to integrate climate change considerations into planning processes.

Housing Affordability

- 2020: Acknowledged the need for affordable housing but with less specific directives.
- 2024: Introduces more explicit policies aimed at increasing housing supply and affordability, reflecting a proactive approach to the housing crisis.

Environmental Protection

- 2020: Provided general guidance on protecting natural heritage and water resources.
- 2024: More detailed policies to strengthen the protection of these areas, focusing on mitigating environmental impacts more effectively.

Economic Development

- 2020: Addressed economic development but with less urgency.
- 2024: Reinforces the importance of economic development as part of recovery strategies, encouraging land use that supports economic growth.

Rural and Agricultural Policies

- 2020: Provided general guidance on rural and agricultural land use.
- 2024: Refines these policies to better balance agricultural land protection with the needs of rural communities and environmental considerations.

Implementation and Monitoring

- 2020: Focused more on policy direction without specific monitoring mechanisms.
- 2024: Introduces measures for better implementation and monitoring of planning outcomes, ensuring accountability and adaptability.

This summary highlights the significant shifts in priorities between the two versions, reflecting considerations to Ontario's planning framework.

Appendix/Related Documents: Provincial Planning Statement 2024

PROVINCIAL PLANNING STATEMENT, 2024

Under the *Planning Act*

PROVINCIAL PLANNING STATEMENT, 2024

Approved by the Lieutenant Governor in Council, Order in Council No. 1099/2024

The Provincial Planning Statement was issued under section 3 of the *Planning Act* and came into effect October 20, 2024. It replaces the Provincial Policy Statement that came into effect on May 1, 2020.

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Chapter 1: Introduction

Vision

Ontario is a vast, fast-growing province that is home to many urban, rural and northern communities distinguished by different populations, economic activity, pace of growth, and physical and natural conditions. More than anything, a prosperous Ontario will see the building of more homes for all Ontarians. This is why the province has set a goal of getting at least 1.5 million homes built by 2031.

Ontario will increase the supply and mix of *housing options*, addressing the full range of housing affordability needs. Every community will build homes that respond to changing market needs and local demand. Providing a sufficient supply with the necessary mix of *housing options* will support a diverse and growing population and workforce, now and for many years to come.

A prosperous and successful Ontario will also support a strong and competitive economy that is investment-ready and recognized for its influence, innovation and diversity. Ontario's economy will continue to mature into a centre of industry and commerce of global significance. Central to this success will be the people who live and work in this province.

Ontario's land use planning framework, and the decisions that are made, shape how our communities grow and prosper. Prioritizing compact and *transit-supportive* design, where locally appropriate, and optimizing investments in *infrastructure* and *public service facilities* will support convenient access to housing, quality employment, services and recreation for all Ontarians. Cultural heritage and archaeology in Ontario will provide people with a sense of place. And while many Ontarians still face a complex range of challenges, municipalities will work with the Province to support the long term prosperity and well-being of residents through the design of communities responsive to the needs of all Ontarians.

Ontario's vibrant agricultural sector and sensitive areas will continue to form part of the province's economic prosperity and overall identity. Growth and development will be prioritized within urban and rural settlements that will, in turn, support and protect the long-term viability of *rural areas*, local food production, and the *agri-food network*. In addition, resources, including natural areas, water, aggregates and agricultural lands will be protected. Potential risks to public health or safety or of property damage from natural hazards and human-made hazards, including the risks associated with the impacts of climate change will be mitigated.

Ontario will continue to recognize the unique role Indigenous communities have in land use planning and development, and the contribution of Indigenous communities' perspectives and traditional knowledge to land use planning decisions. Meaningful early engagement and constructive, cooperative relationship-building between planning authorities and Indigenous communities will facilitate knowledge-sharing and inform decision-making in land use planning.

Above all, Ontario will continue to be a great place to live, work and visit where all Ontarians enjoy a high standard of living and an exceptional quality of life.

Role of the Provincial Planning Statement

The Provincial Planning Statement provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the Provincial Planning Statement sets the policy foundation for regulating the development and use of land province-wide, helping achieve the provincial goal of meeting the needs of a fast-growing province while enhancing the quality of life for all Ontarians.

Municipal official plans are the most important vehicle for implementation of the Provincial Planning Statement and for achieving comprehensive, integrated and long-term planning. Official plans should coordinate cross-boundary matters to complement the actions of other planning authorities and promote mutually beneficial outcomes.

Zoning and development permit by-laws are also important for the implementation of the Provincial Planning Statement. Zoning and development permit by-laws should be forward-looking and facilitate opportunities for an appropriate range and mix of *housing options* for all Ontarians.

Land use planning is only one of the tools for implementing provincial interests. A wide range of legislation, regulations, policies and programs may apply to decisions with respect to *Planning Act* applications, affect planning matters, and assist in implementing these interests.

The Province's rich cultural diversity is one of its distinctive and defining features. Indigenous communities have a unique relationship with the land and its resources, which continues to shape the history and economy of the Province today. Ontario recognizes the unique role Indigenous communities have in land use planning and development, and the contribution of Indigenous communities' perspectives and traditional knowledge to land use planning decisions. The Province recognizes the importance of consulting with Aboriginal communities on planning matters that may affect their section 35 Aboriginal or treaty rights.

Legislative Authority

The Provincial Planning Statement is a policy statement issued under the authority of section 3 of the *Planning Act* and came into effect on October 20, 2024. The Provincial Planning Statement applies to all decisions in respect of the exercise of any authority that affects a planning matter made on or after October 20, 2024.

In respect of the exercise of any authority that affects a planning matter, section 3 of the *Planning Act* requires that decisions affecting planning matters shall be consistent with policy statements issued under the Act.

Comments, submissions or advice that affect a planning matter that are provided by the council of a municipality, a local board, a planning board, a minister or ministry, board, commission or agency of the government shall be consistent with the Provincial Planning Statement.

How to Read the Provincial Planning Statement

The provincial policy-led planning system recognizes and addresses the complex inter-relationships among environmental, economic, health and social factors in land use planning. The Provincial Planning Statement supports a comprehensive, integrated and long-term approach to planning, and recognizes linkages among policy areas.

The Provincial Planning Statement is more than a set of individual policies. It is to be read in its entirety and the relevant policies are to be applied to each situation. When more than one policy is relevant, a decision-maker should consider all of the relevant policies to understand how they work together. The language of each policy, including the Implementation and Interpretation policies, will assist decision-makers in understanding how the policies are to be implemented.

There is no implied priority in the order in which the policies appear. While specific policies sometimes refer to other policies for ease of use, these cross-references do not take away from the need to read the Provincial Planning Statement as a whole.

Consider Specific Policy Language

When applying the Provincial Planning Statement it is important to consider the specific language of the policies. Each policy provides direction on how it is to be implemented, how it is situated within the broader Provincial Planning Statement, and how it relates to other policies.

Some policies set out positive directives, such as “settlement areas shall be the focus of growth and development.” Other policies set out limitations and prohibitions, such as “development and site alteration shall not be permitted.” Other policies use enabling or supportive language, such as “should,” “promote,” and “encourage.”

The choice of language is intended to distinguish between the types of policies and the nature of implementation. There is some discretion when applying a policy with enabling or supportive language in contrast to a policy with a directive, limitation or prohibition.

Geographic Scale of Policies

The Provincial Planning Statement recognizes the diversity of Ontario and that local context is important. Policies are outcome-oriented, and some policies provide flexibility in their implementation provided that provincial interests are upheld.

While the Provincial Planning Statement is to be read as a whole, not all policies will be applicable to every site, feature or area. The Provincial Planning Statement applies at a range of geographic scales.

Some of the policies refer to specific areas or features and can only be applied where these features or areas exist. Other policies refer to planning objectives that need to be considered in the context of the municipality or planning area as a whole, and are not necessarily applicable to a specific site or development proposal.

Within the Great Lakes –St. Lawrence River Basin, there may be circumstances where planning authorities should consider agreements related to the protection or restoration of the Great Lakes – St. Lawrence River Basin. Examples of these agreements include Great Lakes agreements between Ontario and Canada, between Ontario and Quebec and the Great Lakes States of the United States of America, and between Canada and the United States of America.

Policies Represent Minimum Standards

The policies of the Provincial Planning Statement represent minimum standards.

Within the framework of the provincial policy-led planning system, planning authorities and decision-makers may go beyond these minimum standards to address matters of importance to a specific community, unless doing so would conflict with any policy of the Provincial Planning Statement.

Defined Terms and Meanings

Except for references to legislation which are italicized, other italicized terms in the Provincial Planning Statement are defined in the Definitions chapter. For non-italicized terms, the normal meaning of the word applies. Terms may be italicized only in specific policies; for these terms, the defined meaning applies where they are italicized and the normal meaning applies where they are not italicized. Defined terms in the Definitions chapter are intended to capture both singular and plural forms of these terms in the policies.

Provincial Guidance

Provincial guidance, including guidance material, guidelines and technical criteria may be issued from time to time to assist planning authorities and decision-makers with implementing the policies of the Provincial Planning Statement. Information, technical criteria and approaches outlined in provincial guidance are meant to support implementation but not add to or detract from the policies of this Provincial Planning Statement.

Relationship with Provincial Plans

The Provincial Planning Statement provides overall policy directions on matters of provincial interest related to land use planning and development in Ontario, and applies province-wide, except where this Provincial Planning Statement or another provincial plan provides otherwise.

Provincial plans, such as the Greenbelt Plan and the Oak Ridges Moraine Conservation Plan, build upon the policy foundation provided by the Provincial Planning Statement. They provide additional land use planning policies to address issues facing specific geographic areas in Ontario.

Provincial plans are to be read in conjunction with the Provincial Planning Statement. They take precedence over the policies of the Provincial Planning Statement to the extent of any conflict, except where the relevant legislation provides otherwise.

Where the policies of provincial plans address the same, similar, related, or overlapping matters as the policies of the Provincial Planning Statement, applying the more specific policies of the provincial plan satisfies the more general requirements of the Provincial Planning Statement. In contrast, where matters addressed in the Provincial Planning Statement do not overlap with policies in provincial plans, the policies in the Provincial Planning Statement must be independently satisfied.

Land use planning decisions made by municipalities, planning boards, the Province, or a commission or agency of the government must be consistent with the Provincial Planning Statement. Where provincial plans are in effect, planning decisions must conform or not conflict with them, as the case may be.

Chapter 2: Building Homes, Sustaining Strong and Competitive Communities

2.1 Planning for People and Homes

1. As informed by provincial guidance, planning authorities shall base population and employment growth forecasts on Ontario Population Projections published by the Ministry of Finance and may modify, as appropriate.
2. Notwithstanding policy 2.1.1, municipalities may continue to forecast growth using population and employment forecasts previously issued by the Province for the purposes of land use planning.
3. At the time of creating a new official plan and each official plan update, sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of at least 20 years, but not more than 30 years, informed by provincial guidance. Planning for *infrastructure, public service facilities, strategic growth areas* and *employment areas* may extend beyond this time horizon.

Where the Minister of Municipal Affairs and Housing has made a zoning order, the resulting development potential shall be in addition to projected needs over the planning horizon established in the official plan. At the time of the municipality's next official plan update, this additional growth shall be incorporated into the official plan and related infrastructure plans.

4. 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 lands which are *designated and available* for residential development; and
 - b) maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned, including units in draft approved or registered plans.
5. Where planning is conducted by an upper-tier municipality, the land and unit supply maintained by the lower-tier municipality identified in policy 2.1.4 shall be based on and reflect the allocation of population and units by the upper-tier municipality.

6. Planning authorities should support the achievement of *complete communities* by:
- a) accommodating an appropriate range and mix of land uses, *housing options*, transportation options with *multimodal* access, employment, *public service facilities* and other institutional uses (including schools and associated child care facilities, long-term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;
 - b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and
 - c) improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.

2.2 Housing

1. Planning authorities shall provide for an appropriate range and mix of *housing options* and densities to meet projected needs of current and future residents of the *regional market area* by:
- a) establishing and implementing minimum targets for the provision of housing that is *affordable* to *low and moderate income households*, and coordinating land use planning and planning for housing with Service Managers to address the full range of *housing options* including *affordable* housing needs;
 - 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 *additional needs housing* and needs arising from demographic changes and employment opportunities; and
 2. all types of residential *intensification*, including the *development* and *redevelopment* of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new *housing options* within previously developed areas, and *redevelopment*, which results in a net increase in residential units in accordance with policy 2.3.1.3;
 - c) promoting densities for new housing which efficiently use land, resources, *infrastructure* and *public service facilities*, and support the use of *active transportation*; and
 - d) requiring *transit-supportive* development and prioritizing *intensification*, including potential air rights development, in proximity to transit, including corridors and stations.

2.3 Settlement Areas and Settlement Area Boundary Expansions

2.3.1 General Policies for Settlement Areas

1. *Settlement areas* shall be the focus of growth and development. Within *settlement areas*, growth should be focused in, where applicable, *strategic growth areas*, including *major transit station areas*.
2. Land use patterns within *settlement areas* should be based on densities and a mix of land uses which:
 - a) efficiently use land and resources;
 - b) optimize existing and planned *infrastructure* and *public service facilities*;
 - c) support *active transportation*;
 - d) are *transit-supportive*, as appropriate; and
 - e) are *freight-supportive*.
3. Planning authorities shall support general *intensification* and *redevelopment* to support the achievement of *complete communities*, including by planning for a range and mix of *housing options* and prioritizing planning and investment in the necessary *infrastructure* and *public service facilities*.
4. Planning authorities shall establish and implement minimum targets for *intensification* and *redevelopment* within built-up areas, based on local conditions.
5. Planning authorities are encouraged to establish density targets for *designated growth areas*, based on local conditions. *Large and fast-growing municipalities* are encouraged to plan for a target of 50 residents and jobs per gross hectare in *designated growth areas*.
6. Planning authorities should establish and implement phasing policies, where appropriate, to ensure that development within *designated growth areas* is orderly and aligns with the timely provision of the *infrastructure* and *public service facilities*.

2.3.2 New Settlement Areas and Settlement Area Boundary Expansions

1. In identifying a new *settlement area* or allowing a *settlement area* boundary expansion, planning authorities shall consider the following:
 - a) the need to designate and plan for additional land to accommodate an appropriate range and mix of land uses;
 - b) if there is sufficient capacity in existing or planned *infrastructure* and *public service facilities*;
 - c) whether the applicable lands comprise *specialty crop areas*;
 - d) the evaluation of alternative locations which avoid *prime agricultural areas* and, where avoidance is not possible, consider reasonable alternatives on lower priority agricultural lands in *prime agricultural areas*;
 - e) whether the new or expanded *settlement area* complies with the *minimum distance separation formulae*;
 - f) whether impacts on the *agricultural system* are avoided, or where avoidance is not possible, minimized and mitigated to the extent feasible as determined through an *agricultural impact assessment* or equivalent analysis, based on provincial guidance; and
 - g) the new or expanded *settlement area* provides for the phased progression of urban development.

2. Notwithstanding policy 2.3.2.1.b), planning authorities may identify a new *settlement area* only where it has been demonstrated that the *infrastructure* and *public service facilities* to support development are planned or available.

2.4 Strategic Growth Areas

2.4.1 General Policies for Strategic Growth Areas

1. Planning authorities are encouraged to identify and focus growth and development in *strategic growth areas*.
2. To support the achievement of *complete communities*, a range and mix of *housing options*, *intensification* and more mixed-use development, *strategic growth areas* should be planned:
 - a) to accommodate significant population and employment growth;
 - b) as focal areas for education, commercial, recreational, and cultural uses;
 - c) to accommodate and support the transit network and provide connection points for inter- and intra-regional transit; and
 - d) to support *affordable*, accessible, and equitable housing.

3. Planning authorities should:

- a) prioritize planning and investment for *infrastructure* and *public service facilities* in *strategic growth areas*;
- b) identify the appropriate type and scale of development in *strategic growth areas* and the transition of built form to adjacent areas;
- c) permit *development* and *intensification* in *strategic growth areas* to support the achievement of *complete communities* and a *compact built form*;
- d) consider a student housing strategy when planning for *strategic growth areas*; and
- e) support *redevelopment* of commercially-designated retail lands (e.g., underutilized shopping malls and plazas), to support mixed-use residential.

2.4.2 Major Transit Station Areas

1. Planning authorities shall delineate the boundaries of *major transit station areas* on *higher order transit corridors* through a new official plan or official plan amendment adopted under section 26 of the *Planning Act*. The delineation shall define an area within an approximately 500 to 800-metre radius of a transit station and that maximizes the number of potential transit users that are within walking distance of the station.
2. Within *major transit station areas* on *higher order transit corridors*, planning authorities shall plan for a minimum density target of:
 - a) 200 residents and jobs combined per hectare for those that are served by subways;
 - b) 160 residents and jobs combined per hectare for those that are served by light rail or bus rapid transit; or
 - c) 150 residents and jobs combined per hectare for those that are served by commuter or regional rail.
3. Planning authorities are encouraged to promote *development* and *intensification* within *major transit station areas*, where appropriate, by:
 - a) planning for land uses and built form that supports the achievement of minimum density targets; and
 - b) supporting the *redevelopment* of surface parking lots within *major transit station areas*, including commuter parking lots, to be *transit-supportive* and promote *complete communities*.
4. For any particular *major transit station area*, planning authorities may request the Minister to approve an official plan or official plan amendment with a target that is lower than the applicable target established in policy 2.4.2.2, where it has been demonstrated that this target cannot be achieved because:
 - a) *development* is prohibited by provincial policy or severely restricted on a significant portion of the lands within the delineated area; or
 - b) there are a limited number of residents and jobs associated with the built form, but a *major trip generator* or feeder service will sustain high ridership at the station or stop.

5. Planning authorities may plan for *major transit station areas* that are not on *higher order transit corridors* by delineating boundaries and establishing minimum density targets.
6. All *major transit station areas* should be planned and designed to be *transit-supportive* and to achieve *multimodal* access to stations and connections to nearby *major trip generators* by providing, where feasible:
 - a) connections to local and regional transit services to support *transit service integration*;
 - b) *infrastructure* that accommodates a range of mobility needs and supports *active transportation*, including sidewalks, bicycle lanes, and secure bicycle parking; and
 - c) commuter pick-up/drop-off areas.

2.4.3 Frequent Transit Corridors

1. Planning authorities shall plan for *intensification* on lands that are adjacent to existing and planned *frequent transit corridors*, where appropriate.

2.5 Rural Areas in Municipalities

1. Healthy, integrated and viable *rural areas* should be supported by:
 - a) building upon rural character, and leveraging rural amenities and assets;
 - b) promoting regeneration, including the *redevelopment of brownfield sites*;
 - c) accommodating an appropriate range and mix of housing in *rural settlement areas*;
 - d) using rural *infrastructure* and *public service facilities* efficiently;
 - e) promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources;
 - f) providing opportunities for sustainable and diversified tourism, including leveraging historical, cultural, and natural assets;
 - g) conserving biodiversity and considering the ecological benefits provided by nature; and
 - h) providing opportunities for economic activities in *prime agricultural areas*, in accordance with policy 4.3.
2. In *rural areas*, *rural settlement areas* shall be the focus of growth and development and their vitality and regeneration shall be promoted.
3. When directing development in *rural settlement areas* in accordance with policy 2.3, planning authorities shall give consideration to locally appropriate rural characteristics, the scale of development and the provision of appropriate service levels.

Growth and development may be directed to *rural lands* in accordance with policy 2.6, including where a municipality does not have a *settlement area*.

2.6 Rural Lands in Municipalities

1. On *rural lands* located in municipalities, permitted uses are:
 - a) the management or use of resources;
 - b) resource-based recreational uses (including recreational dwellings not intended as permanent residences);
 - c) residential development, including lot creation, where site conditions are suitable for the provision of appropriate *sewage and water services*;
 - d) *agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices*, in accordance with provincial standards;
 - e) home occupations and home industries;
 - f) cemeteries; and
 - g) other rural land uses.
2. Development that can be sustained by rural service levels should be promoted.
3. Development shall be appropriate to the *infrastructure* which is planned or available, and avoid the need for the uneconomical expansion of this *infrastructure*.
4. Planning authorities should support a diversified rural economy by protecting agricultural and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses.
5. New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the *minimum distance separation formulae*.

2.7 Territory Without Municipal Organization

1. On *rural lands* located in territory without municipal organization, the focus of development activity shall be related to the sustainable management or use of resources and resource-based recreational uses (including recreational dwellings not intended as permanent residences).
2. Development shall be appropriate to the *infrastructure* which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this *infrastructure*.
3. The establishment of new permanent townsites shall not be permitted.

4. In areas adjacent to and surrounding municipalities, only development that is related to the sustainable management or use of resources and resource-based recreational uses (including recreational dwellings not intended as permanent residences) shall be permitted. Other uses may only be permitted if:
 - a) the area forms part of a planning area;
 - b) the necessary *infrastructure* and *public service facilities* are planned or available to support the development and are financially viable over their life cycle; and
 - c) it has been determined that the impacts of development will not place an undue strain on the *public service facilities* and *infrastructure* provided by adjacent municipalities, regions and/or the Province.

2.8 Employment

2.8.1 Supporting a Modern Economy

1. Planning authorities shall promote economic development and competitiveness by:
 - a) providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs;
 - b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;
 - c) identifying strategic sites for investment, monitoring the availability and suitability of employment sites, including market-ready sites, and seeking to address potential barriers to investment;
 - d) encouraging *intensification* of employment uses and compatible, compact, mixed-use development to support the achievement of *complete communities*; and
 - e) addressing land use compatibility adjacent to *employment areas* by providing an appropriate transition to *sensitive land uses*.
2. Industrial, manufacturing and small-scale warehousing uses that could be located adjacent to *sensitive land uses* without *adverse effects* are encouraged in *strategic growth areas* and other mixed-use areas where *frequent transit* service is available, outside of *employment areas*.
3. In addition to policy 3.5, on lands within 300 metres of *employment areas*, *development* shall avoid, or where avoidance is not possible, minimize and mitigate potential impacts on the long-term economic viability of employment uses within existing or planned *employment areas*, in accordance with provincial guidelines.
4. Major office and major institutional development should be directed to *major transit station areas* or other *strategic growth areas* where *frequent transit* service is available.

2.8.2 Employment Areas

1. Planning authorities shall plan for, protect and preserve *employment areas* for current and future uses, and ensure that the necessary *infrastructure* is provided to support current and projected needs.
2. Planning authorities shall protect *employment areas* that are located in proximity to *major goods movement facilities and corridors*, including facilities and corridors identified in provincial transportation plans, for the *employment area* uses that require those locations.
3. Planning authorities shall designate, protect and plan for all *employment areas* in *settlement areas* by:
 - a) planning for *employment area* uses over the long-term that require those locations including manufacturing, research and development in connection with manufacturing, warehousing and goods movement, and associated retail and office uses and ancillary facilities;
 - b) prohibiting residential uses, commercial uses, *public service facilities* and other institutional uses;
 - c) prohibiting retail and office uses that are not associated with the primary employment use;
 - d) prohibiting other *sensitive land uses* that are not ancillary to uses permitted in the *employment area*; and
 - e) including an appropriate transition to adjacent non-*employment areas* to ensure land use compatibility and economic viability.
4. Planning authorities shall assess and update *employment areas* identified in official plans to ensure that this designation is appropriate to the planned function of *employment areas*. In planning for *employment areas*, planning authorities shall maintain land use compatibility between *sensitive land uses* and *employment areas* in accordance with policy 3.5 to maintain the long-term operational and economic viability of the planned uses and function of these areas.

5. Planning authorities may remove lands from *employment areas* only where it has been demonstrated that:
 - a) there is an identified need for the removal and the land is not required for *employment area* uses over the long term;
 - b) the proposed uses would not negatively impact the overall viability of the *employment area* by:
 1. avoiding, or where avoidance is not possible, minimizing and mitigating potential impacts to existing or planned *employment area* uses in accordance with policy 3.5;
 2. maintaining access to *major goods movement facilities and corridors*;
 - c) existing or planned *infrastructure* and *public service facilities* are available to accommodate the proposed uses; and
 - d) the municipality has sufficient employment lands to accommodate projected employment growth to the horizon of the approved official plan.

2.9 Energy Conservation, Air Quality and Climate Change

1. Planning authorities shall plan to reduce greenhouse gas emissions and prepare for the *impacts of a changing climate* through approaches that:
 - a) support the achievement of compact, *transit-supportive*, and *complete communities*;
 - b) incorporate climate change considerations in planning for and the development of *infrastructure*, including stormwater management systems, and *public service facilities*;
 - c) support energy conservation and efficiency;
 - d) promote *green infrastructure*, *low impact development*, and *active transportation*, protect the environment and improve air quality; and
 - e) take into consideration any additional approaches that help reduce greenhouse gas emissions and build community resilience to the *impacts of a changing climate*.

Chapter 3: Infrastructure and Facilities

3.1 General Policies for Infrastructure and Public Service Facilities

1. *Infrastructure* and *public service facilities* shall be provided in an efficient manner while accommodating projected needs.

Planning for *infrastructure* and *public service facilities* shall be coordinated and integrated with land use planning and growth management so that they:

- a) are financially viable over their life cycle, which may be demonstrated through asset management planning;
 - b) leverage the capacity of development proponents, where appropriate; and
 - c) are available to meet current and projected needs.
2. Before consideration is given to developing new *infrastructure* and *public service facilities*:
 - a) the use of existing *infrastructure* and *public service facilities* should be optimized; and
 - b) opportunities for adaptive re-use should be considered, wherever feasible.
 3. *Infrastructure* and *public service facilities* should be strategically located to support the effective and efficient delivery of emergency management services, and to ensure the protection of public health and safety in accordance with the policies in Chapter 5: Protecting Public Health and Safety.
 4. *Public service facilities* should be planned and co-located with one another, along with parks and open space where appropriate, to promote cost-effectiveness and facilitate service integration, access to transit and *active transportation*.
 5. Planning authorities, in collaboration with school boards, should consider and encourage innovative approaches in the design of schools and associated child care facilities, such as schools integrated in high-rise developments, in *strategic growth areas*, and other areas with a *compact built form*.

3.2 Transportation Systems

1. *Transportation systems* should be provided which are safe, energy efficient, facilitate the movement of people and goods, are appropriate to address projected needs, and support the use of zero- and low- emission vehicles.
2. Efficient use should be made of existing and planned *infrastructure*, including through the use of *transportation demand management* strategies, where feasible.

3. As part of a *multimodal transportation system*, connectivity within and among *transportation systems* and modes should be planned for, maintained and, where possible, improved, including connections which cross jurisdictional boundaries.

3.3 Transportation and Infrastructure Corridors

1. Planning authorities shall plan for and protect corridors and rights-of-way for *infrastructure*, including transportation, transit, and electricity generation facilities and transmission systems to meet current and projected needs.
2. *Major goods movement facilities and corridors* shall be protected for the long term.
3. Planning authorities shall not permit *development in planned corridors* that could preclude or negatively affect the use of the corridor for the purpose(s) for which it was identified.

New *development* proposed on *adjacent lands* to existing or *planned corridors* and transportation facilities should be compatible with, and supportive of, the long-term purposes of the corridor and should be designed to avoid, or where avoidance is not possible, minimize and mitigate *negative impacts* on and *adverse effects* from the corridor and transportation facilities.

4. The preservation and reuse of abandoned corridors for purposes that maintain the corridor's integrity and continuous linear characteristics should be encouraged, wherever feasible.
5. The co-location of linear *infrastructure* should be promoted, where appropriate.

3.4 Airports, Rail and Marine Facilities

1. Planning for land uses in the vicinity of *airports*, *rail facilities* and *marine facilities* shall be undertaken so that:
 - a) their long-term operation and economic role is protected; and
 - b) *airports*, *rail facilities* and *marine facilities*, and *sensitive land uses* are appropriately designed, buffered and/or separated from each other, in accordance with policy 3.5.
2. *Airports* shall be protected from incompatible land uses and development by:
 - a) prohibiting new residential *development* and other *sensitive land uses* in areas near *airports* above 30 NEF/NEP;
 - b) considering redevelopment of existing residential uses and other sensitive land uses or infilling of residential and other sensitive land uses in areas above 30 NEF/NEP only if it has been demonstrated that there will be no negative impacts on the long-term function of the *airport*; and
 - c) prohibiting land uses which may cause a potential aviation safety hazard.

3.5 Land Use Compatibility

1. *Major facilities* and *sensitive land uses* shall be planned and developed to avoid, or if avoidance is not possible, minimize and mitigate any potential *adverse effects* from odour, noise and other contaminants, minimize risk to public health and safety, and to ensure the long-term operational and economic viability of *major facilities* in accordance with provincial guidelines, standards and procedures.
2. Where avoidance is not possible in accordance with policy 3.5.1, planning authorities shall protect the long-term viability of existing or planned industrial, manufacturing or other *major facilities* that are vulnerable to encroachment by ensuring that the planning and *development* of proposed adjacent *sensitive land uses* is only permitted if potential *adverse effects* to the proposed *sensitive land use* are minimized and mitigated, and potential impacts to industrial, manufacturing or other *major facilities* are minimized and mitigated in accordance with provincial guidelines, standards and procedures.

3.6 Sewage, Water and Stormwater

1. Planning for *sewage and water services* shall:
 - a) accommodate forecasted growth in a timely manner that promotes the efficient use and optimization of existing *municipal sewage services* and *municipal water services* and existing *private communal sewage services* and *private communal water services*;
 - b) ensure that these services are provided in a manner that:
 1. can be sustained by the water resources upon which such services rely;
 2. is feasible and financially viable over their life cycle;
 3. protects human health and safety, and the natural environment, including the *quality and quantity of water*; and
 4. aligns with comprehensive municipal planning for these services, where applicable.
 - c) promote water and energy conservation and efficiency;
 - d) integrate servicing and land use considerations at all stages of the planning process;
 - e) consider opportunities to allocate, and re-allocate if necessary, the unused system capacity of *municipal water services* and *municipal sewage services* to support efficient use of these services to meet current and projected needs for increased housing supply; and
 - f) be in accordance with the servicing options outlined through policies 3.6.2, 3.6.3, 3.6.4 and 3.6.5.
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. For clarity, *municipal sewage services* and *municipal water services* include both centralized servicing systems and decentralized servicing systems.

3. Where *municipal sewage services* and *municipal water services* are not available, planned or feasible, *private communal sewage services* and *private communal water services* are the preferred form of servicing for multi-unit/lot *development* to support protection of the environment and minimize potential risks to human health and safety.
4. Where *municipal sewage services* and *municipal water services* or *private communal sewage services* and *private communal water services* are not available, planned or feasible, *individual on-site sewage services* and *individual on-site water services* may be used provided that site conditions are suitable for the long-term provision of such services with no *negative impacts*.

At the time of the official plan review or update, planning authorities should assess the long-term impacts of *individual on-site sewage services* and *individual on-site water services* on environmental health and the financial viability or feasibility of other forms of servicing set out in policies 3.6.2 and 3.6.3.

5. *Partial services* shall only be permitted in the following circumstances:
 - a) where they are necessary to address failed *individual on-site sewage services* and *individual on-site water services* in existing development;
 - b) within *settlement areas*, to allow for infilling and minor rounding out of existing development on *partial services* provided that site conditions are suitable for the long-term provision of such services with no *negative impacts*; or
 - c) within rural *settlement areas* where new development will be serviced by *individual on-site water services* in combination with *municipal sewage services* or *private communal sewage services*.
6. In rural areas, where *partial services* have been provided to address failed services in accordance with policy 3.6.5.a), infilling on existing lots of record may be permitted where this would represent a logical and financially viable connection to the existing *partial service* and provided that site conditions are suitable for the long-term provision of such services with no *negative impacts*.
7. Planning authorities may allow lot creation where there is confirmation of sufficient *reserve sewage system capacity* and *reserve water system capacity*.

8. Planning for stormwater management shall:

- a) be integrated with planning for *sewage and water services* and ensure that systems are optimized, retrofitted as appropriate, feasible and financially viable over their full life cycle;
- b) minimize, or, where possible, prevent or reduce increases in stormwater volumes and contaminant loads;
- c) minimize erosion and changes in water balance including through the use of *green infrastructure*;
- d) mitigate risks to human health, safety, property and the environment;
- e) maximize the extent and function of vegetative and pervious surfaces;
- f) promote best practices, including stormwater attenuation and re-use, water conservation and efficiency, and *low impact development*; and
- g) align with any comprehensive municipal plans for stormwater management that consider cumulative impacts of stormwater from development on a *watershed* scale.

3.7 Waste Management

1. *Waste management systems* need to be planned for and provided that are of an appropriate size, type, and location to accommodate present and future requirements, and facilitate integrated waste management.

3.8 Energy Supply

1. Planning authorities should provide opportunities for the development of energy supply including electricity generation facilities and transmission and distribution systems, *energy storage systems*, district energy, *renewable energy systems*, and *alternative energy systems*, to accommodate current and projected needs.

3.9 Public Spaces, Recreation, Parks, Trails and Open Space

1. Healthy, active, and inclusive communities should be promoted by:
 - a) planning public streets, spaces and facilities to be safe, meet the needs of persons of all ages and abilities, including pedestrians, foster social interaction and facilitate *active transportation* and community connectivity;
 - b) planning and providing for the needs of persons of all ages and abilities in the distribution of a full range of publicly-accessible built and natural settings for recreation, including facilities, parklands, public spaces, open space areas, trails and linkages, and, where practical, water-based resources;
 - c) providing opportunities for public access to shorelines; and
 - d) recognizing provincial parks, conservation reserves, and other protected areas, and minimizing negative impacts on these areas.

Chapter 4: Wise Use and Management of Resources

4.1 Natural Heritage

1. Natural features and areas shall be protected for the long term.
2. The diversity and connectivity of natural features in an area, and the long-term *ecological function* and biodiversity of *natural heritage systems*, should be maintained, restored or, where possible, improved, recognizing linkages between and among *natural heritage features and areas*, *surface water features* and *ground water features*.
3. *Natural heritage systems* shall be identified in Ecoregions 6E & 7E¹, recognizing that *natural heritage systems* will vary in size and form in *settlement areas*, *rural areas*, and *prime agricultural areas*.
4. *Development* and *site alteration* shall not be permitted in:
 - a) *significant wetlands* in Ecoregions 5E, 6E and 7E¹; and
 - b) *significant coastal wetlands*.
5. *Development* and *site alteration* shall not be permitted in:
 - a) *significant wetlands* in the Canadian Shield north of Ecoregions 5E, 6E and 7E¹;
 - b) *significant woodlands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River)¹;
 - c) *significant valleylands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River)¹;
 - d) *significant wildlife habitat*;
 - e) *significant areas of natural and scientific interest*; and
 - f) *coastal wetlands* in Ecoregions 5E, 6E and 7E¹ that are not subject to policy 4.1.4.b), unless it has been demonstrated that there will be no *negative impacts* on the natural features or their *ecological functions*.
6. *Development* and *site alteration* shall not be permitted in *fish habitat* except in accordance with *provincial and federal requirements*.
7. *Development* and *site alteration* shall not be permitted in *habitat of endangered species and threatened species*, except in accordance with *provincial and federal requirements*.

¹ Ecoregions 5E, 6E and 7E are shown on Figure 1.

8. *Development and site alteration* shall not be permitted on *adjacent lands* to the *natural heritage features and areas* identified in policies 4.1.4, 4.1.5, and 4.1.6 unless the *ecological function* of the *adjacent lands* has been evaluated and it has been demonstrated that there will be no *negative impacts* on the natural features or on their *ecological functions*.
9. Nothing in policy 4.1 is intended to limit the ability of *agricultural uses* to continue.

4.2 Water

1. Planning authorities shall protect, improve or restore the *quality and quantity of water* by:
 - a) using the *watershed* as the ecologically meaningful scale for integrated and long-term planning, which can be a foundation for considering cumulative impacts of development;
 - b) minimizing potential *negative impacts*, including cross-jurisdictional and cross-*watershed* impacts;
 - c) identifying *water resource systems*;
 - d) maintaining linkages and functions of *water resource systems*;
 - e) implementing necessary restrictions on *development and site alteration* to:
 1. protect all municipal drinking water supplies and *designated vulnerable areas*; and
 2. protect, improve or restore *vulnerable* surface and ground water, and their *hydrologic functions*;
 - f) planning for efficient and sustainable use of water resources, through practices for water conservation and sustaining water quality; and
 - g) ensuring consideration of environmental lake capacity, where applicable.
2. *Development and site alteration* shall be restricted in or near *sensitive surface water features and sensitive ground water features* such that these features and their related *hydrologic functions* will be protected, improved or restored, which may require mitigative measures and/or alternative development approaches.
3. Municipalities are encouraged to undertake, and *large and fast-growing municipalities* shall undertake *watershed planning* to inform planning for *sewage and water services* and stormwater management, including *low impact development*, and the protection, improvement or restoration of the *quality and quantity of water*.
4. Despite policy 4.2.3, where planning is conducted by an upper-tier municipality that includes one or more lower-tier *large and fast-growing municipalities*, the upper-tier municipality shall undertake *watershed planning* in partnership with lower-tier municipalities, including lower-tier *large and fast-growing municipalities*.
5. All municipalities undertaking *watershed planning* are encouraged to collaborate with applicable conservation authorities.

4.3 Agriculture

4.3.1 General Policies for Agriculture

1. Planning authorities are required to use an *agricultural system* approach, based on provincial guidance, to maintain and enhance a geographically continuous agricultural land base and support and foster the long-term economic prosperity and productive capacity of the *agri-food network*.
2. As part of the agricultural land base, *prime agricultural areas*, including *specialty crop areas*, shall be designated and protected for long-term use for agriculture.
3. *Specialty crop areas* shall be given the highest priority for protection, followed by Canada Land Inventory Class 1, 2, and 3 lands, and any associated Class 4 through 7 lands within the *prime agricultural area*, in this order of priority.

4.3.2 Permitted Uses

1. In *prime agricultural areas*, permitted uses and activities are: *agricultural uses*, *agriculture-related uses* and *on-farm diversified uses* based on provincial guidance.

Proposed *agriculture-related uses* and *on-farm diversified uses* shall be compatible with, and shall not hinder, surrounding agricultural operations. Criteria for these uses may be based on provincial guidance or municipal approaches, as set out in municipal planning documents, which achieve the same objectives.

2. In *prime agricultural areas*, all types, sizes and intensities of *agricultural uses* and *normal farm practices* shall be promoted and protected in accordance with provincial standards.
3. New land uses in *prime agricultural areas*, including the creation of lots and new or expanding livestock facilities, shall comply with the *minimum distance separation formulae*.
4. A principal dwelling associated with an agricultural operation shall be permitted in *prime agricultural areas* as an *agricultural use*, in accordance with provincial guidance, except where prohibited in accordance with policy 4.3.3.1.c).

5. Where a residential dwelling is permitted on a lot in a *prime agricultural area*, up to two additional residential units shall be permitted in accordance with provincial guidance, provided that, where two additional residential units are proposed, at least one of these additional residential units is located within or attached to the principal dwelling, and any additional residential units:
- a) comply with the *minimum distance separation formulae*;
 - b) are compatible with, and would not hinder, surrounding agricultural operations;
 - c) have appropriate *sewage and water services*;
 - d) address any public health and safety concerns;
 - e) are of limited scale and are located within, attached, or in close proximity to the principal dwelling or farm building cluster; and
 - f) minimize land taken out of agricultural production.

Lots with additional residential units may only be severed in accordance with policy 4.3.3.1.c).

6. For greater certainty, the two additional residential units that are permitted on a lot in a *prime agricultural area* in accordance with policy 4.3.2.5 are in addition to farm worker housing permitted as an *agricultural use*.

4.3.3 Lot Creation and Lot Adjustments

1. Lot creation in *prime agricultural areas* is discouraged and may only be permitted in accordance with provincial guidance for:
 - a) *agricultural uses*, provided that the lots are of a size appropriate for the type of *agricultural use(s)* common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations;
 - b) *agriculture-related uses*, provided that any new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*;
 - c) one new residential lot per farm consolidation for a *residence surplus to an agricultural operation*, provided that:
 1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate *sewage and water services*; and
 2. the planning authority ensures that new dwellings and additional residential units are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new dwellings or additional residential units are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches that achieve the same objective; and
 - d) *infrastructure*, where the facility or corridor cannot be accommodated through the use of easements or rights-of-way.
2. Lot adjustments in *prime agricultural areas* may be permitted for *legal or technical reasons*.

3. The creation of new residential lots in *prime agricultural areas* shall not be permitted, except in accordance with policy 4.3.3.1.c).

4.3.4 Removal of Land from Prime Agricultural Areas

1. Planning authorities may only exclude land from *prime agricultural areas* for expansions of or identification of *settlement areas* in accordance with policy 2.3.2.

4.3.5 Non-Agricultural Uses in Prime Agricultural Areas

1. Planning authorities may only permit non-agricultural uses in *prime agricultural areas* for:
 - a) extraction of *minerals, petroleum resources* and *mineral aggregate resources*; or
 - b) limited non-residential uses, provided that all of the following are demonstrated:
 1. the land does not comprise a *specialty crop area*;
 2. the proposed use complies with the *minimum distance separation formulae*;
 3. there is an identified need within the planning horizon identified in the official plan as provided for in policy 2.1.3 for additional land to accommodate the proposed use; and
 4. alternative locations have been evaluated, and
 - i. there are no reasonable alternative locations which avoid *prime agricultural areas*; and
 - ii. there are no reasonable alternative locations in *prime agricultural areas* with lower priority agricultural lands.
2. Impacts from any new or expanding non-agricultural uses on the *agricultural system* are to be avoided, or where avoidance is not possible, minimized and mitigated as determined through an *agricultural impact assessment* or equivalent analysis, based on provincial guidance.

4.3.6 Supporting Local Food and the Agri-food Network

1. Planning authorities are encouraged to support local food, facilitate near-urban and *urban agriculture*, and foster a robust *agri-food network*.

4.4 Minerals and Petroleum

4.4.1 General Policies for Minerals and Petroleum

1. *Minerals* and *petroleum resources* shall be protected for long-term use.

4.4.2 Protection of Long-Term Resource Supply

1. *Mineral mining operations* and *petroleum resource operations* shall be identified and protected from *development* and activities that would preclude or hinder their expansion or continued use or which would be incompatible for reasons of public health, public safety or environmental impact.

2. Known *mineral deposits*, known *petroleum resources* and *significant areas of mineral potential* shall be identified, and *development* and activities in these resources or on *adjacent lands* which would preclude or hinder the establishment of new operations or access to the resources shall only be permitted if:
 - a) resource use would not be feasible; or
 - b) the proposed land use or development serves a greater long-term public interest; and
 - c) issues of public health, public safety and environmental impact are addressed.

4.4.3 Rehabilitation

1. Rehabilitation to accommodate subsequent land uses shall be required after extraction and other related activities have ceased. Progressive rehabilitation should be undertaken wherever feasible.

4.4.4 Extraction in Prime Agricultural Areas

1. Extraction of *minerals* and *petroleum resources* is permitted in *prime agricultural areas* provided that the site will be rehabilitated.

4.5 Mineral Aggregate Resources

4.5.1 General Policies for Mineral Aggregate Resources

1. *Mineral aggregate resources* shall be protected for long-term use and, where provincial information is available, *deposits of mineral aggregate resources* shall be identified.

4.5.2 Protection of Long-Term Resource Supply

1. As much of the *mineral aggregate resources* as is realistically possible shall be made available as close to markets as possible.

Demonstration of need for *mineral aggregate resources*, including any type of supply/demand analysis, shall not be required, notwithstanding the availability, designation or licensing for extraction of *mineral aggregate resources* locally or elsewhere.

2. Extraction shall be undertaken in a manner which minimizes social, economic and environmental impacts.
3. *Mineral aggregate resource conservation* shall be undertaken, including through the use of accessory aggregate recycling facilities within operations, wherever feasible.

4. *Mineral aggregate operations* shall be protected from *development* and activities that would preclude or hinder their expansion or continued use or which would be incompatible for reasons of public health, public safety or environmental impact. Existing *mineral aggregate operations* shall be permitted to continue without the need for official plan amendment, rezoning or development permit under the *Planning Act*. Where the *Aggregate Resources Act* applies, only processes under the *Aggregate Resources Act* shall address the depth of extraction of new or existing *mineral aggregate operations*. When a license for extraction or operation ceases to exist, policy 4.5.2.5 continues to apply.
5. In known *deposits of mineral aggregate resources* and on *adjacent lands*, *development* and activities which would preclude or hinder the establishment of new operations or access to the resources shall only be permitted if:
 - a) resource use would not be feasible; or
 - b) the proposed land use or development serves a greater long-term public interest; and
 - c) issues of public health, public safety and environmental impact are addressed.

4.5.3 Rehabilitation

1. Progressive and final rehabilitation shall be required to accommodate subsequent land uses, to promote land use compatibility, to recognize the interim nature of extraction, and to mitigate negative impacts to the extent possible. Final rehabilitation shall take surrounding land use and approved land use designations into consideration.
2. *Comprehensive rehabilitation* planning is encouraged where there is a concentration of mineral aggregate operations.
3. In parts of the Province not designated under the *Aggregate Resources Act*, rehabilitation standards that are compatible with those under the Act should be adopted for extraction operations on private lands.

4.5.4 Extraction in Prime Agricultural Areas

1. In *prime agricultural areas*, on *prime agricultural land*, extraction of *mineral aggregate resources* is permitted as an interim use provided that:
 - a) impacts to the *prime agricultural areas* are addressed, in accordance with policy 4.3.5.2; and
 - b) the site will be rehabilitated back to an *agricultural condition*.
2. Despite policy 4.5.4.1.b), complete rehabilitation to an *agricultural condition* is not required if:
 - a) the depth of planned extraction makes restoration of pre-extraction agricultural capability unfeasible; and
 - b) agricultural rehabilitation in remaining areas is maximized.

4.5.5 Wayside Pits and Quarries, Portable Asphalt Plants and Portable Concrete Plants

1. *Wayside pits and quarries, portable asphalt plants and portable concrete plants* used on public authority contracts shall be permitted, without the need for an official plan amendment, rezoning, or development permit under the *Planning Act* in all areas, except those areas of existing development or particular environmental sensitivity which have been determined to be incompatible with extraction and associated activities.

4.6 Cultural Heritage and Archaeology

1. *Protected heritage property*, which may contain *built heritage resources* or *cultural heritage landscapes*, shall be *conserved*.
2. Planning authorities shall not permit *development* and *site alteration* on lands containing *archaeological resources* or *areas of archaeological potential* unless the *significant archaeological resources* have been *conserved*.
3. Planning authorities shall not permit *development* and *site alteration* on *adjacent lands* to *protected heritage property* unless the *heritage attributes* of the *protected heritage property* will be *conserved*.
4. Planning authorities are encouraged to develop and implement:
 - a) archaeological management plans for conserving *archaeological resources*; and
 - b) proactive strategies for conserving *significant built heritage resources* and *cultural heritage landscapes*.
5. Planning authorities shall engage early with Indigenous communities and ensure their interests are considered when identifying, protecting and managing *archaeological resources*, *built heritage resources* and *cultural heritage landscapes*.

Chapter 5: Protecting Public Health and Safety

5.1 General Policies for Natural and Human-Made Hazards

1. Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.

5.2 Natural Hazards

1. Planning authorities shall, in collaboration with conservation authorities where they exist, identify *hazardous lands* and *hazardous sites* and manage development in these areas, in accordance with provincial guidance.
2. Development shall generally be directed to areas outside of:
 - a) *hazardous lands* adjacent to the shorelines of the *Great Lakes - St. Lawrence River System* and *large inland lakes* which are impacted by *flooding hazards*, *erosion hazards* and/or *dynamic beach hazards*;
 - b) *hazardous lands* adjacent to *river, stream and small inland lake systems* which are impacted by *flooding hazards* and/or *erosion hazards*; and
 - c) *hazardous sites*.
3. *Development* and *site alteration* shall not be permitted within:
 - a) the *dynamic beach hazard*;
 - b) *defined portions of the flooding hazard along connecting channels* (the St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers);
 - c) areas that would be rendered inaccessible to people and vehicles during times of *flooding hazards*, *erosion hazards* and/or *dynamic beach hazards*, unless it has been demonstrated that the site has safe access appropriate for the nature of the *development* and the natural hazard; and
 - d) a *floodway* regardless of whether the area of inundation contains high points of land not subject to flooding.
4. Planning authorities shall prepare for the *impacts of a changing climate* that may increase the risk associated with natural hazards.

5. Despite policy 5.2.3, *development* and *site alteration* may be permitted in certain areas associated with the *flooding hazard* along *river, stream and small inland lake systems*:
 - a) in those exceptional situations where a *Special Policy Area* has been approved. The designation of a *Special Policy Area*, and any change or modification to the official plan policies, land use designations or boundaries applying to *Special Policy Area* lands, must be approved by the Ministers of Municipal Affairs and Housing and Natural Resources and Forestry prior to the approval authority approving such changes or modifications; or
 - b) where the *development* is limited to uses which by their nature must locate within the *floodway*, including flood and/or erosion control works or minor additions or passive non-structural uses which do not affect flood flows.
6. *Development* shall not be permitted to locate in *hazardous lands* and *hazardous sites* where the use is:
 - a) an *institutional use* including hospitals, long-term care homes, retirement homes, pre-schools, school nurseries, day cares and schools;
 - b) an *essential emergency service* such as that provided by fire, police, and ambulance stations and electrical substations; or
 - c) uses associated with the disposal, manufacture, treatment or storage of *hazardous substances*.
7. Where the *two zone concept* for *flood plains* is applied, *development* and *site alteration* may be permitted in the *flood fringe*, subject to appropriate floodproofing to the *flooding hazard* elevation or another *flooding hazard* standard approved by the Minister of Natural Resources and Forestry.
8. Further to policy 5.2.7, and except as prohibited in policies 5.2.3 and 5.2.6, *development* and *site alteration* may be permitted in those portions of *hazardous lands* and *hazardous sites* where the effects and risk to public safety are minor, could be mitigated in accordance with provincial standards, and where all of the following are demonstrated and achieved:
 - a) *development and site alteration* is carried out in accordance with *floodproofing standards, protection works standards, and access standards*;
 - b) vehicles and people have a way of safely entering and exiting the area during times of flooding, erosion and other emergencies;
 - c) new hazards are not created and existing hazards are not aggravated; and
 - d) no adverse environmental impacts will result.
9. *Development* shall generally be directed to areas outside of lands that are unsafe for development due to the presence of *hazardous forest types for wildland fire*.

Development may however be permitted in lands with *hazardous forest types for wildland fire* where the risk is mitigated in accordance with *wildland fire assessment and mitigation standards*.

5.3 Human-Made Hazards

1. Development on, abutting or adjacent to lands affected by *mine hazards; oil, gas and salt hazards; or former mineral mining operations, mineral aggregate operations or petroleum resource operations* may be permitted only if rehabilitation or other measures to address and mitigate known or suspected hazards are under way or have been completed.
2. Sites with contaminants in land or water shall be assessed and remediated as necessary prior to any activity on the site associated with the proposed use such that there will be no *adverse effects*.

Chapter 6: Implementation and Interpretation

6.1 General Policies for Implementation and Interpretation

1. The Provincial Planning Statement shall be read in its entirety and all relevant policies are to be applied to each situation.
2. The Provincial Planning Statement shall be implemented in a manner that is consistent with the recognition and affirmation of existing Aboriginal and treaty rights in section 35 of the *Constitution Act, 1982*.
3. The Provincial Planning Statement shall be implemented in a manner that is consistent with *Ontario Human Rights Code* and the *Canadian Charter of Rights and Freedoms*.
4. When implementing the Provincial Planning Statement, the Minister of Municipal Affairs and Housing may make decisions that take into account other considerations to balance government priorities.
5. Official plans shall identify provincial interests and set out appropriate land use designations and policies. Official plans shall provide clear, reasonable and attainable policies to protect provincial interests and facilitate development in suitable areas.

In order to protect provincial interests, planning authorities shall keep their official plans up-to-date with the Provincial Planning Statement. The policies of the Provincial Planning Statement continue to apply after adoption and approval of an official plan.

6. Planning authorities shall keep their zoning and development permit by-laws up-to-date with their official plans and the Provincial Planning Statement by establishing permitted uses, minimum densities, heights and other development standards to accommodate growth and development.
7. Where a planning authority must decide on a planning matter before their official plan has been updated to be consistent with the Provincial Planning Statement, or before other applicable planning instruments have been updated accordingly, it must still make a decision that is consistent with the Provincial Planning Statement.
8. In addition to land use approvals under the *Planning Act*, *infrastructure* may also have requirements under other legislation and regulations. For example, an environmental assessment process may be required for new *infrastructure* and modifications to existing *infrastructure* under applicable legislation.

Wherever possible and practical, approvals under the *Planning Act* and other legislation or regulations should be integrated provided the intent and requirements of both processes are met.

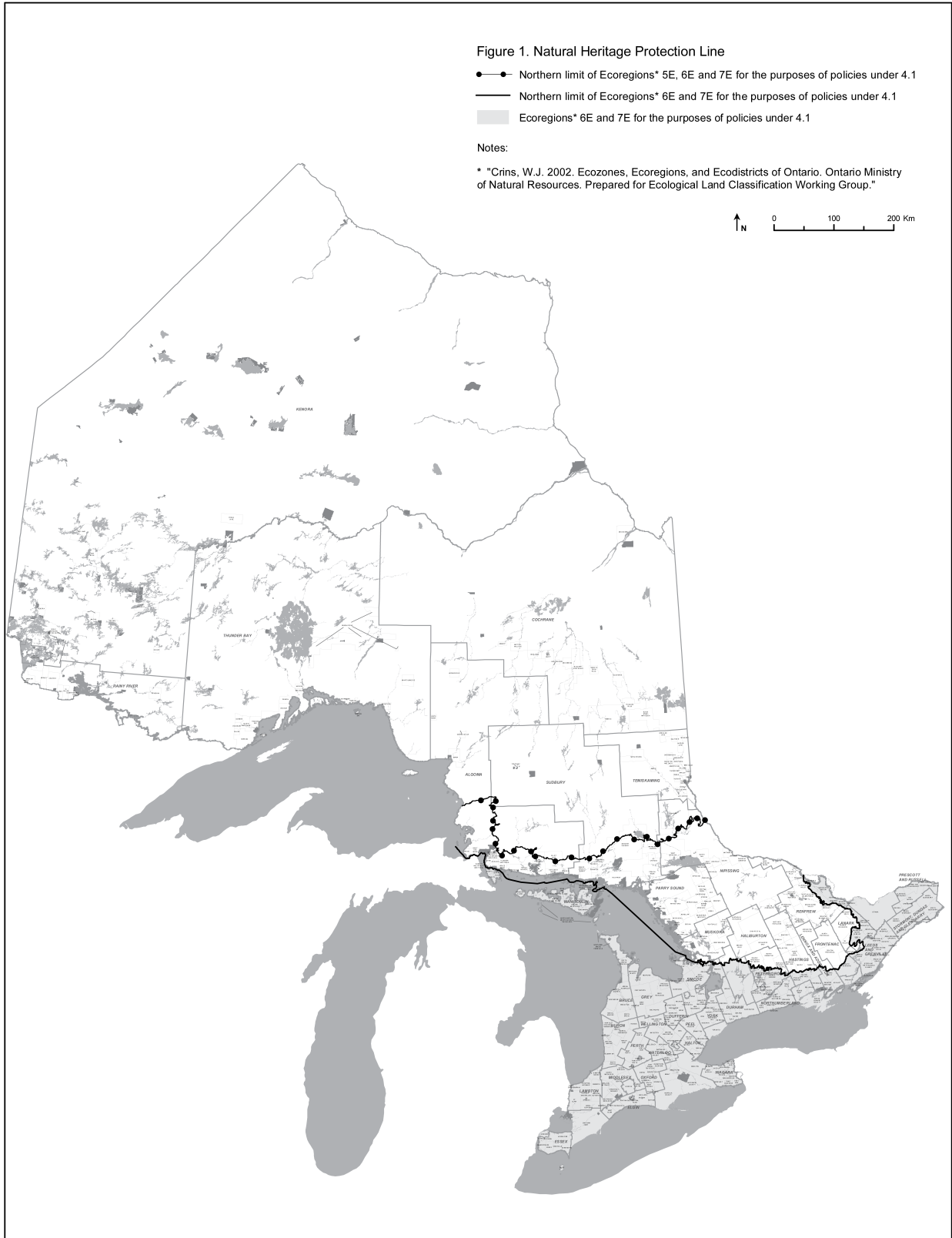
9. To assess progress on implementation of the Provincial Planning Statement, the Province may:
 - a) identify key indicators to measure the outcomes, relevance and efficiency of the policies in the Provincial Planning Statement in consultation with municipalities, Indigenous communities, other public bodies and stakeholders;
 - b) monitor and assess the implementation of the Provincial Planning Statement through the collection and analysis of data under each indicator; and
 - c) consider the resulting assessment in each review of the Provincial Planning Statement.
10. Municipalities are encouraged to monitor and report on the implementation of the policies in their official plans, in accordance with any requirements for reporting planning information to the Province, data standards, and including through any other guidelines that may be issued by the Minister.
11. *Strategic growth areas* and *designated growth areas* are not land use designations and their delineation does not confer any new land use designations, nor alter existing land use designations. Any development on lands within the boundary of these identified areas is still subject to the relevant provincial and municipal land use planning policies and approval processes.
12. Density targets represent minimum standards and planning authorities are encouraged to go beyond these minimum targets, where appropriate, except where doing so would conflict with any policy of the Provincial Planning Statement or any other provincial plan.
13. Minimum density targets will be revisited at the time of each official plan update to ensure the target is appropriate.

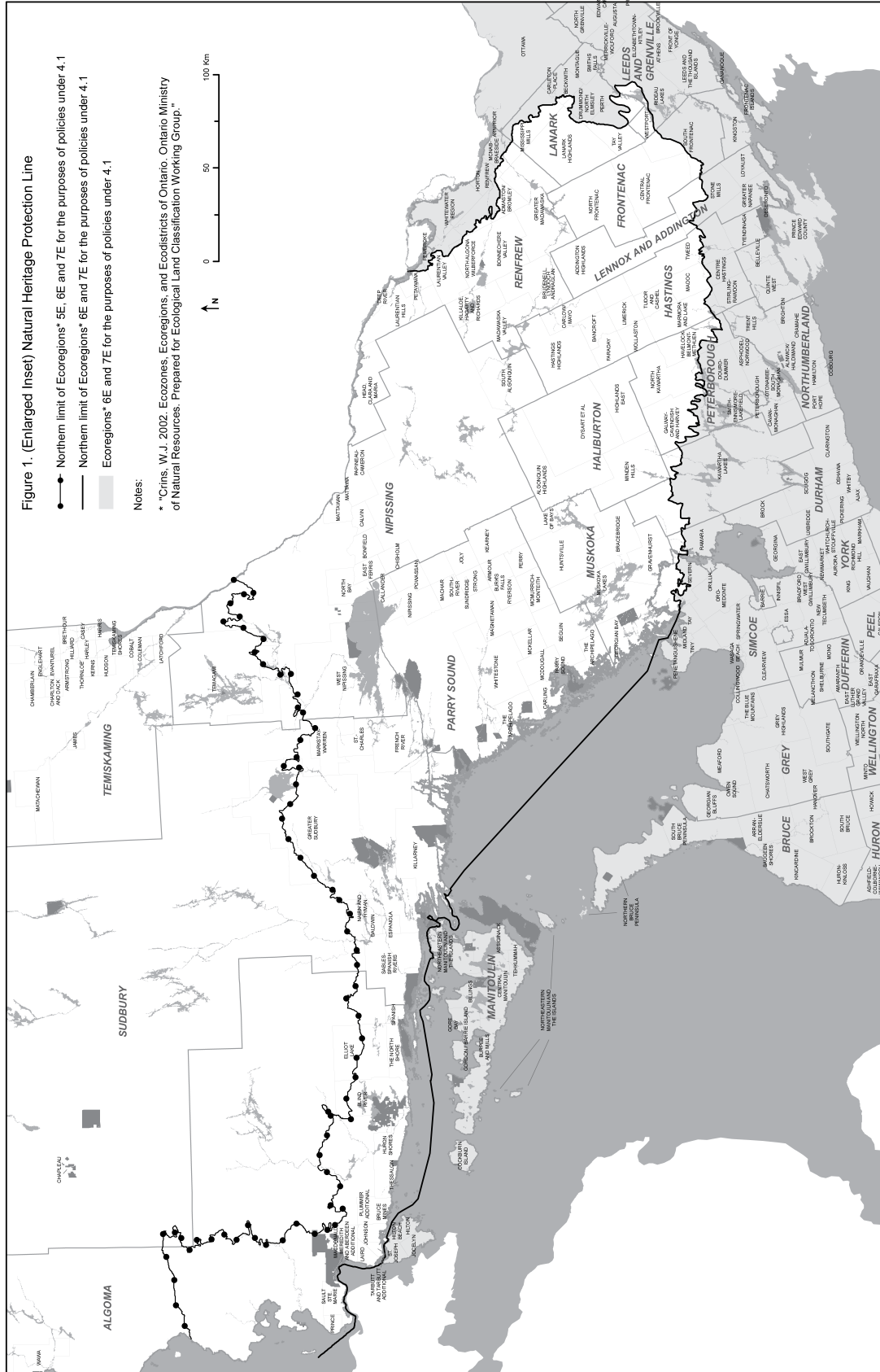
6.2 Coordination

1. A coordinated, integrated and comprehensive approach should be used when dealing with planning matters within municipalities, across lower, single and/or upper-tier municipal boundaries, and with other orders of government, agencies, boards, and Service Managers including:
 - a) managing and/or promoting growth and development that is integrated with planning for *infrastructure* and *public service facilities*, including schools and associated child care facilities;
 - b) economic development strategies;
 - c) managing natural heritage, water, agricultural, mineral, and cultural heritage and archaeological resources;
 - d) *infrastructure, multimodal transportation systems, public service facilities* and *waste management systems*;
 - e) ecosystem, shoreline, watershed, and Great Lakes related issues;
 - f) natural and human-made hazards;
 - g) population, housing and employment projections, based on *regional market areas*, as appropriate; and
 - h) addressing housing needs in accordance with provincial housing policies and plans, including those that address homelessness.
2. Planning authorities shall undertake early engagement with Indigenous communities and coordinate on land use planning matters to facilitate knowledge-sharing, support consideration of Indigenous interests in land use decision-making and support the identification of potential impacts of decisions on the exercise of Aboriginal or treaty rights.
3. Planning authorities are encouraged to engage the public and stakeholders early in local efforts to implement the Provincial Planning Statement, and to provide the necessary information to ensure the informed involvement of local citizens, including equity-deserving groups.
4. Planning authorities and school boards shall collaborate to facilitate early and integrated planning for schools and associated child care facilities to meet current and future needs.
5. Planning authorities shall collaborate with publicly-assisted post-secondary institutions, where they exist, to facilitate early and integrated planning for student housing that considers the full range of *housing options* near existing and planned post-secondary institutions to meet current and future needs.
6. Further to policy 6.2.5, planning authorities should collaborate with publicly-assisted post-secondary institutions on the development of a student housing strategy that includes consideration of off-campus housing targeted to students.

7. Planning authorities should coordinate emergency management and other economic, environmental and social planning considerations to support efficient and resilient communities.
8. Municipalities, the Province, and other appropriate stakeholders are encouraged to undertake a coordinated approach to planning for large areas with high concentrations of employment uses that cross municipal boundaries.
9. Where planning is conducted by an upper-tier municipality, the upper-tier municipality in consultation with lower-tier municipalities shall:
 - a) identify and allocate population, housing and employment projections for lower-tier municipalities;
 - b) identify areas where growth and development will be focused, including *strategic growth areas*, and establish any applicable minimum density targets;
 - c) identify minimum density targets for growth and development taking place in new or expanded *settlement areas*, where applicable; and
 - d) provide policy direction for the lower-tier municipalities on matters that cross municipal boundaries.
10. Where there is no upper-tier municipality or where planning is not conducted by an upper-tier municipality, planning authorities shall ensure that policy 6.2.9 is addressed as part of the planning process, and should coordinate these matters with adjacent planning authorities.

7: Figure 1 – Natural Heritage Protection Line





8: Definitions

Access standards: means methods or procedures to ensure safe vehicular and pedestrian movement, and access for the maintenance and repair of protection works, during times of *flooding hazards, erosion hazards and/or other water-related hazards*.

Active transportation: means human-powered travel, including but not limited to, walking, cycling, inline skating and travel with the use of mobility aids, including motorized wheelchairs and other power-assisted devices moving at a comparable speed.

Additional needs housing: means any housing, including dedicated facilities, in whole or in part, that is used by people who have specific needs beyond economic needs, including but not limited to, needs such as mobility requirements or support functions required for daily living. Examples of *additional needs housing* may include, but are not limited to long-term care homes, adaptable and accessible housing, and housing for persons with disabilities such as physical, sensory or mental health disabilities, and housing for older persons.

Adjacent lands: means

- a) for the purposes of policy 3.3.3, those lands contiguous to existing or *planned corridors* and transportation facilities where *development* would have a negative impact on the corridor or facility. The extent of the *adjacent lands* may be recommended in provincial guidance or based on municipal approaches that achieve the same objectives;
- b) for the purposes of policy 4.1.8, those lands contiguous to a specific *natural heritage feature or area* where it is likely that *development* or *site alteration* would have a *negative impact* on the feature or area. The extent of the *adjacent lands* may be recommended by the Province or based on municipal approaches which achieve the same objectives;

- c) for the purposes of policies 4.4.2.2 and 4.5.2.5, those lands contiguous to lands on the surface of known *petroleum resources, mineral deposits, or deposits of mineral aggregate resources* where it is likely that *development* would constrain future access to the resources. The extent of the *adjacent lands* may be recommended by the Province; and
- d) for the purposes of policy 4.6.3, those lands contiguous to a *protected heritage property* or as otherwise defined in the municipal official plan.

Adverse effect: as defined in the *Environmental Protection Act*, means one or more of:

- a) impairment of the quality of the natural environment for any use that can be made of it;
- b) injury or damage to property or plant or animal life;
- c) harm or material discomfort to any person;
- d) an adverse effect on the health of any person;
- e) impairment of the safety of any person;
- f) rendering any property or plant or animal life unfit for human use;
- g) loss of enjoyment of normal use of property; and
- h) interference with normal conduct of business.

Affordable: means

- a) in the case of ownership housing, the least expensive of:
 1. housing for which the purchase price results in annual accommodation costs which do not exceed 30 percent of gross annual household income for *low and moderate income households*; or
 2. housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the municipality;
- b) in the case of rental housing, the least expensive of:
 1. a unit for which the rent does not exceed 30 percent of gross annual household income for *low and moderate income households*; or
 2. a unit for which the rent is at or below the average market rent of a unit in the municipality.

Agricultural condition: means

- a) in regard to *specialty crop areas*, a condition in which substantially the same areas and same average soil capability for agriculture are restored, the same range and productivity of specialty crops common in the area can be achieved, and, where applicable, the microclimate on which the site and surrounding area may be dependent for specialty crop production will be maintained, restored or enhanced; and
- b) in regard to *prime agricultural land* outside of *specialty crop areas*, a condition in which substantially the same areas and same average soil capability for agriculture will be maintained, restored or enhanced.

Agricultural impact assessment: means the evaluation of potential impacts of non-agricultural uses on the *agricultural system*. An assessment recommends ways to avoid or if avoidance is not possible, minimize and mitigate adverse impacts.

Agricultural system: means a system comprised of a group of inter-connected elements that collectively create a viable, thriving agri-food sector. It has two components:

- a) An agricultural land base comprised of *prime agricultural areas*, including *specialty crop areas*. It may also include *rural lands* that help to create a continuous productive land base for agriculture; and
- b) An *agri-food network* which includes agricultural operations, *infrastructure*, services, and assets important to the viability of the agri-food sector.

Agricultural uses: means the growing of crops, including nursery, biomass, and horticultural crops; raising of livestock; raising of other animals for food, fur or fibre, including poultry and fish; aquaculture; apiaries; agro-forestry; maple syrup production; and associated on-farm buildings and structures, including, but not limited to livestock facilities, manure storages, value-retaining facilities, and housing for farm workers, when the size and nature of the operation requires additional employment.

Agri-food network: Within the *agricultural system*, a network that includes elements important to the viability of the agri-food sector such as regional *infrastructure* and transportation networks; agricultural operations including on-farm buildings and primary processing; infrastructure; agricultural services, farm markets, and distributors; and vibrant, agriculture-supportive communities.

Agri-tourism uses: means those farm-related tourism uses, including limited accommodation such as a bed and breakfast, that promote the enjoyment, education or activities related to the farm operation.

Agriculture-related uses: means those farm-related commercial and farm-related industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity.

Airports: means all Ontario airports, including designated lands for future airports, with Noise Exposure Forecast (NEF)/Noise Exposure Projection (NEP) mapping.

Alternative energy system: means a system that uses sources of energy or energy conversion processes to produce power, heat and/or cooling that significantly reduces the amount of harmful emissions to the environment (air, earth and water) when compared to conventional energy systems.

Archaeological resources: includes artifacts, archaeological sites and marine archaeological sites, as defined under the *Ontario Heritage Act*. The identification and evaluation of such resources are based upon archaeological assessments carried out by archaeologists licensed under the *Ontario Heritage Act*.

Areas of archaeological potential: means areas with the likelihood to contain *archaeological resources*, as evaluated using the processes and criteria that are established under the *Ontario Heritage Act*.

Areas of mineral potential: means areas favourable to the discovery of *mineral deposits* due to geology, the presence of known *mineral deposits* or other technical evidence.

Areas of natural and scientific interest: means areas of land and water containing natural landscapes or features that have been identified as having life science or earth science values related to protection, scientific study or education.

Brownfield sites: means undeveloped or previously developed properties that may be contaminated. They are usually, but not exclusively, former industrial or commercial properties that may be underutilized, derelict or vacant.

Built heritage resource: means a building, structure, monument, installation or any manufactured or constructed part or remnant that contributes to a property's cultural heritage value or interest as identified by a community, including an Indigenous community.

Coastal wetland: means

- a) any *wetland* that is located on one of the Great Lakes or their connecting channels (Lake St. Clair, St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers); or
- b) any other *wetland* that is on a tributary to any of the above-specified water bodies and lies, either wholly or in part, downstream of a line located 2 kilometres upstream of the 1:100 year floodline (plus wave run-up) of the large water body to which the tributary is connected.

Compact built form: means a land use pattern that encourages the efficient use of land, walkable neighbourhoods, mixed land uses (residential, retail, workplace, and institutional) all within one neighbourhood, proximity to transit and reduced need for *infrastructure*. *Compact built form* can include detached and semi-detached houses on small lots as well as townhouses, duplexes, triplexes and walk-up apartments, multi-storey commercial developments, and apartments or offices above retail. Walkable neighbourhoods can be characterized by roads laid out in a well-connected network, destinations that are easily accessible by transit and *active transportation*, sidewalks with minimal interruptions for vehicle access, and a pedestrian-friendly environment along roads.

Comprehensive rehabilitation: means rehabilitation of land from which *mineral aggregate resources* have been extracted that is coordinated and complementary, to the extent possible, with the rehabilitation of other sites in an area where there is a high concentration of *mineral aggregate operations*.

Complete communities: means places such as mixed-use neighbourhoods or other areas within cities, towns, and *settlement areas* that offer and support opportunities for equitable access to many necessities for daily living for people of all ages and abilities, including an appropriate mix of jobs, a full range of housing, transportation options, *public service facilities*, local stores and services. *Complete communities* are inclusive and may take different shapes and forms appropriate to their contexts to meet the diverse needs of their populations.

Conserved: means the identification, protection, management and use of *built heritage resources*, *cultural heritage landscapes* and *archaeological resources* in a manner that ensures their cultural heritage value or interest is retained. This may be achieved by the implementation of recommendations set out in a conservation plan, archaeological assessment, and/or heritage impact assessment that has been approved, accepted or adopted by the relevant planning authority and/or decision-maker. Mitigative measures and/or alternative development approaches should be included in these plans and assessments.

Cultural heritage landscape: means a defined geographical area that may have been modified by human activity and is identified as having cultural heritage value or interest by a community, including an Indigenous community. The area may include features such as buildings, structures, spaces, views, archaeological sites or natural elements that are valued together for their interrelationship, meaning or association.

Defined portions of the flooding hazard along connecting channels: means those areas which are critical to the conveyance of the flows associated with the *one hundred year flood level* along the St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers, where *development* or *site alteration* will create *flooding hazards*, cause updrift and/or downdrift impacts and/or cause adverse environmental impacts.

Deposits of mineral aggregate resources: means an area of identified *mineral aggregate resources*, as delineated in Aggregate Resource Inventory Papers or comprehensive studies prepared using provincial guidance for surficial and bedrock resources, as amended from time to time, that has a sufficient quantity and quality to warrant present or future extraction.

Designated and available: means lands designated in the official plan for urban residential use. For municipalities where more detailed official plan policies (e.g., secondary plans) are required before development applications can be considered for approval, only lands that have commenced the more detailed planning process are considered to be *designated and available* for the purposes of this definition.

Designated growth areas: means lands within *settlement areas* designated for growth or lands added to *settlement areas* that have not yet been fully developed. *Designated growth areas* include lands which are *designated and available* for residential growth in accordance with policy 2.1.4.a), as well as lands required for employment and other uses.

Designated vulnerable area: means areas defined as vulnerable, in accordance with provincial standards, by virtue of their importance as a drinking water source.

Development: means the creation of a new lot, a change in land use, or the construction of buildings and structures requiring approval under the *Planning Act*, but does not include:

- a) activities that create or maintain *infrastructure* authorized under an environmental assessment process or identified in provincial standards; or
- b) works subject to the *Drainage Act*; or
- c) for the purposes of policy 4.1.4.a), underground or surface mining of *minerals* or advanced exploration on mining lands in *significant areas of mineral potential* in Ecoregion 5E, where advanced exploration has the same meaning as under the *Mining Act*. Instead, those matters shall be subject to policy 4.1.5.a).

Dynamic beach hazard: means areas of inherently unstable accumulations of shoreline sediments along the *Great Lakes - St. Lawrence River System* and *large inland lakes*, as identified by provincial standards, as amended from time to time. The *dynamic beach hazard* limit consists of the *flood hazard* limit plus a dynamic beach allowance.

Ecological function: means the natural processes, products or services that living and non-living environments provide or perform within or between species, ecosystems and landscapes. These may include biological, physical and socio-economic interactions.

Employment area: means those areas designated in an official plan for clusters of business and economic activities including manufacturing, research and development in connection with manufacturing, warehousing, goods movement, associated retail and office, and ancillary facilities. An *employment area* also includes areas of land described by subsection 1(1.1) of the *Planning Act*. Uses that are excluded from *employment areas* are institutional and commercial, including retail and office not associated with the primary employment use listed above.

Endangered species: means a species that is classified as “Endangered Species” on the Species at Risk in Ontario List, as updated and amended from time to time.

Energy storage system: means a system or facility that captures energy produced at one time for use at a later time to reduce imbalances between energy demand and energy production, including for example, flywheels, pumped hydro storage, hydrogen storage, fuels storage, compressed air storage, and battery storage.

Erosion hazard: means the loss of land, due to human or natural processes, that poses a threat to life and property. The *erosion hazard* limit is determined using considerations that include the 100 year erosion rate (the average annual rate of recession extended over a one hundred year time span), an allowance for slope stability, and an erosion/erosion access allowance.

Essential emergency service: means services which would be impaired during an emergency as a result of flooding, the failure of floodproofing measures and/or protection works, and/or erosion.

Fish: means fish, which as defined in the *Fisheries Act*, includes fish, shellfish, crustaceans, and marine animals, at all stages of their life cycles.

Fish habitat: as defined in the *Fisheries Act*, means water frequented by *fish* and any other areas on which *fish* depend directly or indirectly to carry out their life processes, including spawning grounds and nursery, rearing, food supply, and migration areas.

Flood fringe: for *river, stream and small inland lake systems*, means the outer portion of the *flood plain* between the *floodway* and the *flood hazard* limit. Depths and velocities of flooding are generally less severe in the *flood fringe* than those experienced in the *floodway*.

Flood plain: for *river, stream and small inland lake systems*, means the area, usually low lands adjoining a watercourse, which has been or may be subject to *flood hazard*s.

Flooding hazard: means the inundation, under the conditions specified below, of areas adjacent to a shoreline or a river or stream system and not ordinarily covered by water:

- a) along the shorelines of the *Great Lakes - St. Lawrence River System* and *large inland lakes*, the *flooding hazard* limit is based on the *one hundred year flood level* plus an allowance for *wave effects* and *other water-related hazards*;
- b) along *river, stream and small inland lake systems*, the *flooding hazard* limit is the greater of:
 1. the flood resulting from the rainfall actually experienced during a major storm such as the Hurricane Hazel storm (1954) or the Timmins storm (1961), transposed over a specific watershed and combined with the local conditions, where evidence suggests that the storm event could have potentially occurred over watersheds in the general area;
 2. the *one hundred year flood*; and
 3. a flood which is greater than 1. or 2. which was actually experienced in a particular watershed or portion thereof, for example, as a result of ice jams and which has been approved as the standard for that specific area by the Minister of Natural Resources and Forestry;

except where the use of the *one hundred year flood* or the actually experienced event has been approved by the Minister of Natural Resources and Forestry as the standard for a specific watershed (where the past history of flooding supports the lowering of the standard).

Floodproofing standard: means the combination of measures incorporated into the basic design and/or construction of buildings, structures, or properties to reduce or eliminate *flooding hazards, wave effects* and *other water-related hazards* along the shorelines of the *Great Lakes - St. Lawrence River System* and *large inland lakes*, and *flooding hazards* along *river, stream and small inland lake systems*.

Floodway: for *river, stream and small inland lake systems*, means the portion of the *flood plain* where *development* and *site alteration* would cause a danger to public health and safety or property damage.

Where the one zone concept is applied, the *floodway* is the entire contiguous *flood plain*.

Where the *two zone concept* is applied, the *floodway* is the contiguous inner portion of the *flood plain*, representing that area required for the safe passage of flood flow and/or that area where flood depths and/or velocities are considered to be such that they pose a potential threat to life and/or property damage. Where the *two zone concept* applies, the outer portion of the *flood plain* is called the *flood fringe*.

Freight-supportive: in regard to land use patterns, means transportation systems and facilities that facilitate the movement of goods. This includes policies or programs intended to support efficient freight movement through the planning, design and operation of land use and transportation systems. Approaches may be recommended in provincial guidance or based on municipal approaches that achieve the same objectives.

Frequent transit: means a public transit service that runs at least every 15 minutes in both directions throughout the day and into the evening every day of the week.

Great Lakes - St. Lawrence River System: means the major water system consisting of Lakes Superior, Huron, St. Clair, Erie and Ontario and their connecting channels, and the St. Lawrence River within the boundaries of the Province of Ontario.

Green infrastructure: means natural and human-made elements that provide ecological and hydrological functions and processes. *Green infrastructure* can include components such as natural heritage features and systems, parklands, stormwater management systems, street trees, urban forests, natural channels, permeable surfaces, and green roofs.

Ground water feature: means water-related features in the earth's subsurface, including recharge/discharge areas, water tables, aquifers and unsaturated zones that can be defined by surface and subsurface hydrogeologic investigations.

Habitat of endangered species and threatened species: means habitat within the meaning of section 2 of the *Endangered Species Act, 2007*.

Hazardous forest types for wildland fire: means forest types assessed as being associated with the risk of high to extreme wildland fire using risk assessment tools established by the Ontario Ministry of Natural Resources, as amended from time to time.

Hazardous lands: means property or lands that could be unsafe for development due to naturally occurring processes. Along the shorelines of the *Great Lakes - St. Lawrence River System*, this means the land, including that covered by water, between the international boundary, where applicable, and the furthest landward limit of the *flooding hazard, erosion hazard or dynamic beach hazard* limits. Along the shorelines of *large inland lakes*, this means the land, including that covered by water, between a defined offshore distance or depth and the furthest landward limit of the *flooding hazard, erosion hazard or dynamic beach hazard* limits. Along *river, stream and small inland lake systems*, this means the land, including that covered by water, to the furthest landward limit of the *flooding hazard or erosion hazard* limits.

Hazardous sites: means property or lands that could be unsafe for *development* and *site alteration* due to naturally occurring hazards. These may include unstable soils (sensitive marine clays [leda], organic soils) or unstable bedrock (karst topography).

Hazardous substances: means substances which, individually, or in combination with other substances, are normally considered to pose a danger to public health, safety and the environment. These substances generally include

a wide array of materials that are toxic, ignitable, corrosive, reactive, radioactive or pathological.

Heritage attributes: means, as defined under the *Ontario Heritage Act*, in relation to real property, and to the buildings and structures on the real property, the attributes of the property, buildings and structures that contribute to their cultural heritage value or interest.

Higher order transit: means transit that generally operates in partially or completely dedicated rights-of-way, outside of mixed traffic, and therefore can achieve levels of speed and reliability greater than mixed-traffic transit. *Higher order transit* can include heavy rail (such as subways, elevated or surface rail, and commuter rail), light rail, and buses in dedicated rights-of-way.

Housing options: means a range of housing types such as, but not limited to single-detached, semi-detached, rowhouses, townhouses, stacked townhouses, multiplexes, additional residential units, tiny homes, laneway housing, garden suites, rooming houses and multi-residential buildings, including low- and mid-rise apartments. The term can also refer to a variety of housing arrangements and forms such as, but not limited to, life lease housing, co-ownership housing, co-operative housing, community land trusts, land lease community homes, *affordable housing, additional needs housing*, multi-generational housing, student housing, farm worker housing, culturally appropriate housing, supportive, community and transitional housing and housing related to employment, educational, or *institutional uses*, such as long-term care homes.

Hydrologic function: means the functions of the hydrological cycle that include the occurrence, circulation, distribution and chemical and physical properties of water on the surface of the land, in the soil and underlying rocks, and in the atmosphere, and water's interaction with the environment including its relation to living things.

Impacts of a changing climate: means the present and future consequences from changes in weather patterns at local and regional levels including extreme weather events and increased climate variability.

Individual on-site sewage services: means sewage systems, as defined in O. Reg. 332/12 under the *Building Code Act, 1992*, that are owned, operated and managed by the owner of the property upon which the system is located.

Individual on-site water services: means individual, autonomous water supply systems that are owned, operated and managed by the owner of the property upon which the system is located.

Infrastructure: means physical structures (facilities and corridors) that form the foundation for development. *Infrastructure* includes: sewage and water systems, septage treatment systems, stormwater management systems, *waste management systems*, electricity generation facilities, electricity transmission and distribution systems, communications/telecommunications including broadband, transit and transportation corridors and facilities, *active transportation* systems, oil and gas pipelines and associated facilities.

Institutional use: for the purposes of policy 5.2.6, means land uses where there is a threat to the safe evacuation of vulnerable populations such as older persons, persons with disabilities, and those who are sick or young, during an emergency as a result of flooding, failure of floodproofing measures or protection works, or erosion.

Intensification: means the development of a property, site or area at a higher density than currently exists through:

- a) *redevelopment*, including the reuse of *brownfield sites* and underutilized shopping malls and plazas;
- b) the development of vacant and/or underutilized lots within previously developed areas;

- c) infill development; and
- d) the expansion or conversion of existing buildings.

Large and fast-growing municipalities: means municipalities identified in Schedule 1.

Large inland lakes: means those waterbodies having a surface area of equal to or greater than 100 square kilometres where there is not a measurable or predictable response to a single runoff event.

Legal or technical reasons: means severances for purposes such as easements, corrections of deeds, quit claims, and minor boundary adjustments, which do not result in the creation of a new lot.

Low and moderate income households: means

- a) in the case of ownership housing, households with incomes in the lowest 60 percent of the income distribution for the municipality; or
- b) In the case of rental housing, household with incomes in the lowest 60 percent of the income distribution for renter households for the municipality.

Low impact development: means an approach to stormwater management that seeks to manage rain and other precipitation as close as possible to where it falls to mitigate the impacts of increased runoff and stormwater pollution. It typically includes a set of site design strategies and distributed, small-scale structural practices to mimic the natural hydrology to the greatest extent possible through infiltration, evapotranspiration, harvesting, filtration, and detention of stormwater. *Low impact development* can include, for example: bio-swales, vegetated areas at the edge of paved surfaces, permeable pavement, rain gardens, green roofs, and exfiltration systems.

Major facilities: means facilities which may require separation from *sensitive land uses*, including but not limited to airports, manufacturing uses, transportation *infrastructure* and corridors, *rail facilities*, *marine facilities*, sewage treatment facilities, *waste management systems*, oil and gas pipelines, industries, energy generation facilities and transmission systems, and resource extraction activities.

Major goods movement facilities and corridors: means transportation facilities, corridors and networks associated with the inter- and intra-provincial movement of goods. Examples include: inter-modal facilities, ports, *airports*, *rail facilities*, truck terminals, freight corridors, freight facilities, and haul routes, primary transportation corridors used for the movement of goods and those identified in provincial transportation plans. Approaches that are *freight-supportive* may be recommended in provincial guidance or based on municipal approaches that achieve the same objectives.

Major transit station area: means the area including and around any existing or planned *higher order transit* station or stop within a *settlement area*; or the area including and around a major bus depot in an urban core. *Major transit station areas* generally are defined as the area within an approximate 500 to 800-metre radius of a transit station.

Major trip generators: means origins and destinations with high population densities or concentrated activities which generate many trips (e.g., *strategic growth areas*, major office and office parks, major retail, *employment areas*, community hubs, large parks and recreational destinations, *public service facilities*, and other mixed-use areas).

Marine facilities: means ferries, harbours, ports, ferry terminals, canals and associated uses, including designated lands for future *marine facilities*.

Mine hazard: means any feature of a mine as defined under the *Mining Act*, or any related disturbance of the ground that has not been rehabilitated.

Minerals: means metallic minerals and non-metallic minerals as herein defined, but does not include *mineral aggregate resources* or *petroleum resources*.

Metallic minerals means those minerals from which metals (e.g., copper, nickel, gold) are derived.

Non-metallic minerals means those minerals that are of value for intrinsic properties of the minerals themselves and not as a source of metal. They are generally synonymous with industrial minerals (e.g., graphite, kyanite, mica, nepheline syenite, salt, talc, and wollastonite).

Critical minerals are a subset of raw materials that have specific industrial, technological or strategic applications for which there are a few viable substitutes.

Mineral aggregate operation: means

- a) lands under license or permit, other than for *wayside pits and quarries*, issued in accordance with the *Aggregate Resources Act*;
- b) for lands not designated under the *Aggregate Resources Act*, established pits and quarries that are not in contravention of municipal zoning by-laws and including adjacent land under agreement with or owned by the operator, to permit continuation of the operation; and
- c) associated facilities used in extraction, transport, beneficiation, processing or recycling of *mineral aggregate resources* and derived products such as asphalt and concrete, or the production of secondary related products.

Mineral aggregate resources: means gravel, sand, clay, earth, shale, stone, limestone, dolostone, sandstone, marble, granite, rock or other material prescribed under the *Aggregate Resources Act* suitable for construction, industrial, manufacturing and maintenance purposes but does not include metallic ores, asbestos, graphite, kyanite, mica, nepheline syenite, salt, talc, wollastonite, mine tailings or other material prescribed under the *Mining Act*.

Mineral aggregate resource conservation: means

- a) the recovery and recycling of manufactured materials derived from mineral aggregates (e.g., glass, porcelain, brick, concrete, asphalt, slag, etc.), for re-use in construction, manufacturing, industrial or maintenance projects as a substitute for new mineral aggregates; and
- b) the wise use of mineral aggregates including utilization or extraction of on-site *mineral aggregate resources* prior to development occurring.

Mineral deposits: means areas of identified *minerals* that have sufficient quantity and quality based on specific geological evidence to warrant present or future extraction.

Mineral mining operation: means mining operations and associated facilities, or, past producing mines with remaining mineral development potential that have not been permanently rehabilitated to another use.

Minimum distance separation formulae: means formulae and guidelines developed by the Province, as amended from time to time, to separate uses so as to reduce incompatibility concerns about odour from livestock facilities.

Multimodal: means relating to the availability or use of more than one form of transportation, such as automobiles, walking, cycling, buses, rapid transit, *higher order transit*, rail (such as freight), trucks, air, and marine.

Municipal sewage services: means a sewage works within the meaning of section 1 of the *Ontario Water Resources Act* that is owned or operated by a municipality.

Municipal water services: means a municipal drinking-water system within the meaning of section 2 of the *Safe Drinking Water Act, 2002*.

Natural heritage features and areas: means features and areas, including *significant wetlands, significant coastal wetlands, other coastal wetlands* in Ecoregions 5E, 6E and 7E, *fish habitat, significant woodlands* and *significant valleylands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River), *habitat of endangered species and threatened species, significant wildlife habitat, and significant areas of natural and scientific interest*, which are important for their environmental and social values as a legacy of the natural landscapes of an area.

Natural heritage system: means a system made up of *natural heritage features and areas*, and linkages intended to provide connectivity (at the regional or site level) and support natural processes which are necessary to maintain biological and geological diversity, natural functions, viable populations of indigenous species, and ecosystems. These systems can include *natural heritage features and areas*, federal and provincial parks and conservation reserves, other natural heritage features, lands that have been restored or have the potential to be restored to a natural state, areas that support hydrologic functions, and working landscapes that enable ecological functions to continue. The Province has a recommended approach for identifying *natural heritage systems*, but municipal approaches that achieve or exceed the same objective may also be used.

Negative impacts: means

- a) in regard to policy 3.6.4 and 3.6.5, potential risks to human health and safety and degradation to the *quality and quantity of water, sensitive surface water features and sensitive ground water features*, and their related *hydrologic functions*, due to single, multiple or successive *development*. *Negative impacts* should be assessed through environmental studies including hydrogeological or water quality impact assessments, in accordance with provincial standards;
- b) in regard to *fish habitat*, any harmful alteration, disruption or destruction of *fish habitat*, except where an exemption to the prohibition has been authorized under the *Fisheries Act*;
- c) in regard to other *natural heritage features and areas*, degradation that threatens the health and integrity of the natural features or *ecological functions* for which an area is identified due to single, multiple or successive *development* or *site alteration* activities.
- d) in regard to policy 4.2, degradation to the *quality and quantity of water, sensitive surface water features and sensitive ground water features*, and their related *hydrologic functions*, due to single, multiple or successive *development* or *site alteration* activities; and
- e) in regard to policy 3.3.3, any *development* or *site alteration* that would compromise or conflict with the planned or existing function, capacity to accommodate future needs, and cost of implementation of the corridor.

Normal farm practices: means a practice, as defined in the *Farming and Food Production Protection Act, 1998*, that is conducted in a manner consistent with proper and acceptable customs and standards as established and followed by similar agricultural operations under similar circumstances; or makes use of innovative technology in a manner consistent with proper advanced farm management practices. *Normal farm practices* shall be consistent with the *Nutrient Management Act, 2002* and regulations made under that Act.

Oil, gas and salt hazards: means any feature of a well or work as defined under the *Oil, Gas and Salt Resources Act*, or any related disturbance of the ground that has not been rehabilitated.

On-farm diversified uses: means uses that are secondary to the principal *agricultural use* of the property, and are limited in area. *On-farm diversified uses* include, but are not limited to, home occupations, home industries, *agri-tourism uses*, uses that produce value-added agricultural products, and electricity generation facilities and transmission systems, and *energy storage systems*.

One hundred year flood: for *river, stream and small inland lake systems*, means that flood, based on an analysis of precipitation, snow melt, or a combination thereof, having a return period of 100 years on average, or having a 1% chance of occurring or being exceeded in any given year.

One hundred year flood level: means

- a) for the shorelines of the Great Lakes, the peak instantaneous stillwater level, resulting from combinations of mean monthly lake levels and wind setups, which has a 1% chance of being equalled or exceeded in any given year;
- b) in the connecting channels (St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers), the peak instantaneous stillwater level which has a 1% chance of being equalled or exceeded in any given year; and
- c) for *large inland lakes*, lake levels and wind setups that have a 1% chance of being equalled or exceeded in any given year, except that, where sufficient water level records do not exist, the *one hundred year flood level* is based on the highest known water level and wind setups.

Other water-related hazards: means water-associated phenomena other than *flooding hazards* and *wave effects* which act on shorelines. This includes, but is not limited to ship-generated waves, ice piling and ice jamming.

Partial services: means

- a) *municipal sewage services or private communal sewage services combined with individual on-site water services; or*
- b) *municipal water services or private communal water services combined with individual on-site sewage services.*

Petroleum resource operations: means oil, gas and salt wells and associated facilities and other drilling operations, oil field fluid disposal wells and associated facilities, and wells and facilities for the underground storage of natural gas, other hydrocarbons, and compressed air energy storage.

Petroleum resources: means oil, gas, and salt (extracted by solution mining method) and formation water resources which have been identified through exploration and verified by preliminary drilling or other forms of investigation. This may include sites of former operations where resources are still present or former sites that may be converted to underground storage for natural gas, other hydrocarbons, or compressed air energy storage.

Planned corridors: means corridors or future corridors which are required to meet projected needs, and are identified through provincial transportation plans, preferred alignment(s) determined through the *Environmental Assessment Act* process, or identified through planning studies where the Ontario Ministry of Transportation, Metrolinx, Ontario Ministry of Energy and Electrification, Ontario Northland, Ministry of Northern Development or Independent Electricity System Operator (IESO) or any successor to those ministries or entities is actively pursuing, or has completed, the identification of a corridor.

Approaches for the identification and protection of *planned corridors* may be recommended in guidelines developed by the Province.

Portable asphalt plant: means a facility

- a) with equipment designed to heat and dry aggregate and to mix aggregate with bituminous asphalt to produce asphalt paving material, and includes stockpiling and storage of bulk materials used in the process; and
- b) which is not of permanent construction, but which is to be dismantled at the completion of the construction project.

Portable concrete plant: means a building or structure

- a) with equipment designed to mix cementing materials, aggregate, water and admixtures to produce concrete, and includes stockpiling and storage of bulk materials used in the process; and
- b) which is not of permanent construction, but which is designed to be dismantled at the completion of the construction project.

Prime agricultural area: means areas where *prime agricultural lands* predominate. This includes areas of *prime agricultural lands* and associated Canada Land Inventory Class 4 through 7 lands, and additional areas with a local concentration of farms which exhibit characteristics of ongoing agriculture. *Prime agricultural areas* may be identified by a planning authority based on provincial guidance or informed by mapping obtained from the Ontario Ministry of Agriculture, Food and Agribusiness and the Ontario Ministry of Rural Affairs or any successor to those ministries.

Prime agricultural land: means *specialty crop areas* and/or Canada Land Inventory Class 1, 2, and 3 lands, as amended from time to time, in this order of priority for protection.

Private communal sewage services: means a sewage works within the meaning of section 1 of the *Ontario Water Resources Act* that serves six or more lots or private residences and is not owned by a municipality.

Private communal water services: means a non-municipal drinking-water system within the meaning of section 2 of the *Safe Drinking Water Act, 2002* that serves six or more lots or private residences.

Protected heritage property: means property designated under Part IV or VI of the *Ontario Heritage Act*; property included in an area designated as a heritage conservation district under Part V of the *Ontario Heritage Act*; property subject to a heritage conservation easement or covenant under Part II or IV of the *Ontario Heritage Act*; property identified by a provincial ministry or a prescribed public body as a property having cultural heritage value or interest under the Standards and Guidelines for the Conservation of Provincial Heritage Properties; property protected under federal heritage legislation; and UNESCO World Heritage Sites.

Protection works standards: means the combination of non-structural or structural works and allowances for slope stability and flooding/erosion to reduce the damage caused by *flooding hazards, erosion hazards* and *other water-related hazards*, and to allow access for their maintenance and repair.

Provincial and federal requirements: means

- a) in regard to policy 4.1.6, legislation and policies administered by the federal or provincial governments for the purpose of fisheries protection (including *fish* and *fish habitat*), and related, scientifically established standards such as water quality criteria for protecting lake trout populations; and
- b) in regard to policy 4.1.7, legislation and policies administered by the provincial government or federal government, where applicable, for the purpose of protecting species at risk and their habitat.

Public service facilities: means land, buildings and structures, including but not limited to schools, hospitals and community recreation facilities, for the provision of programs and services provided or subsidized by a government or other body, such as social assistance, recreation, police and fire protection, health, child care and educational programs, including elementary, secondary, post-secondary, long-term care services, and cultural services.

Public service facilities do not include *infrastructure*.

Quality and quantity of water: is measured by indicators associated with *hydrologic function* such as minimum base flow, depth to water table, aquifer pressure, oxygen levels, suspended solids, temperature, bacteria, nutrients and hazardous contaminants, and hydrologic regime.

Rail facilities: means rail corridors, rail sidings, train stations, inter-modal facilities, rail yards and associated uses, including designated lands for future *rail facilities*.

Redevelopment: means the creation of new units, uses or lots on previously developed land in existing communities, including *brownfield sites*.

Regional market area: refers to an area that has a high degree of social and economic interaction. The upper or single-tier municipality, or planning area, will normally serve as the *regional market area*. However, where a *regional market area* extends significantly beyond these boundaries, then the *regional market area* may be based on the larger market area. Where *regional market areas* are very large and sparsely populated, a smaller area, if defined in an official plan, may be utilized.

Renewable energy source: means an energy source that is renewed by natural processes and includes wind, water, biomass, biogas, biofuel, solar energy, geothermal energy and tidal forces.

Renewable energy system: means a system that generates electricity, heat and/or cooling from a *renewable energy source*.

Reserve sewage system capacity: means design or planned capacity in a waste water treatment facility, within *municipal sewage services* or *private communal sewage services*, which is not yet committed to existing or approved development. For lot creation using *private communal sewage services* and *individual on-site sewage services*, *reserve sewage system capacity* includes approved capacity to treat and land-apply, treat and dispose of, or dispose of, hauled sewage in accordance with applicable legislation but not by land-applying untreated, hauled sewage. Treatment of hauled sewage can include, for example, a sewage treatment plant, anaerobic digestion, composting or other waste processing.

Reserve water system capacity: means design or planned capacity in a water treatment facility which is not yet committed to existing or approved development. *Reserve water system capacity* applies to *municipal water services* or *private communal water services*, and not *individual on-site water services*.

Residence surplus to an agricultural operation: means one existing habitable detached dwelling, including any associated additional residential units, that are rendered surplus as a result of farm consolidation (the acquisition of additional farm parcels to be operated as one farm operation).

River, stream and small inland lake systems: means all watercourses, rivers, streams, and small inland lakes or waterbodies that have a measurable or predictable response to a single runoff event.

Rural areas: means a system of lands within municipalities that may include rural *settlement areas*, *rural lands*, *prime agricultural areas*, *natural heritage features and areas*, and resource areas.

Rural lands: means lands which are located outside *settlement areas* and which are outside *prime agricultural areas*.

Sensitive: in regard to *surface water features* and *ground water features*, means features that are particularly susceptible to impacts from activities or events including, but not limited to, water withdrawals, and additions of pollutants.

Sensitive land uses: means buildings, amenity areas, or outdoor spaces where routine or normal activities occurring at reasonably expected times would experience one or more *adverse effects* from contaminant discharges generated by a nearby *major facility*. *Sensitive land uses* may be a part of the natural or built environment. Examples may include, but are not limited to: residences, day care centres, and educational and health facilities.

Settlement areas: means urban areas and rural settlement areas within municipalities (such as cities, towns, villages and hamlets). Ontario's *settlement areas* vary significantly in terms of size, density, population, economic activity, diversity and intensity of land uses, service levels, and types of infrastructure available.

Settlement areas are:

- a) built-up areas where development is concentrated and which have a mix of land uses; and
- b) lands which have been designated in an official plan for development over the long term.

Sewage and water services: includes *municipal sewage services* and *municipal water services*, *private communal sewage services* and *private communal water services*, *individual on-site sewage services* and *individual on-site water services*, and *partial services*.

Significant: means

- a) in regard to *wetlands, coastal wetlands* and *areas of natural and scientific interest*, an area identified as provincially significant using evaluation criteria and procedures established by the Province, as amended from time to time;
- b) in regard to *woodlands*, an area which is ecologically important in terms of features such as species composition, age of trees and stand history; functionally important due to its contribution to the broader landscape because of its location, size or due to the amount of forest cover in the planning area; or economically important due to site quality, species composition, or past management history. These are to be identified using criteria and procedures established by the Province;
- c) in regard to other features and areas in policy 4.1, ecologically important in terms of features, functions, representation or amount, and contributing to the quality and diversity of an identifiable geographic area or *natural heritage system*; and
- d) in regard to *mineral potential*, an area identified as provincially significant through provincial guidance, such as the Provincially Significant Mineral Potential Index.
- e) in regard to cultural heritage and archaeology, resources that have been determined to have cultural heritage value or interest. Processes and criteria for determining cultural heritage value or interest are established by the Province under the authority of the *Ontario Heritage Act*.

Criteria for determining significance for the resources identified in section c) - d) are provided in provincial guidance, but municipal approaches that achieve or exceed the same objective may also be used.

While some significant resources may already be identified and inventoried by official sources, the significance of others can only be determined after evaluation.

Site alteration: means activities, such as grading, excavation and the placement of fill that would change the landform and natural vegetative characteristics of a site.

For the purposes of policy 4.1.4.a), *site alteration* does not include underground or surface mining of *minerals* or advanced exploration on mining lands in *significant areas of mineral potential* in Ecoregion 5E, where advanced exploration has the same meaning as in the *Mining Act*. Instead, those matters shall be subject to policy 4.1.5.a).

Special Policy Area: means an area within a community that has historically existed in the *flood plain* and where site-specific policies, approved by both the Ministers of Natural Resources and Forestry and Municipal Affairs and Housing, are intended to provide for the continued viability of existing uses (which are generally on a small scale) and address the significant social and economic hardships to the community that would result from strict adherence to provincial policies concerning *development*. The criteria for designation and procedures for approval are established by the Province.

A *Special Policy Area* is not intended to allow for new or intensified *development* and *site alteration*, if a community has feasible opportunities for *development* outside the *flood plain*.

Specialty crop area: means areas within the agricultural land base designated based on provincial guidance. In these areas, specialty crops are predominantly grown such as tender fruits (peaches, cherries, plums), grapes, other fruit crops, vegetable crops, greenhouse crops, and crops from agriculturally developed organic soil, usually resulting from:

- a) soils that have suitability to produce specialty crops, or lands that are subject to special climatic conditions, or a combination of both;
- b) farmers skilled in the production of specialty crops; and
- c) a long-term investment of capital in areas such as crops, drainage, infrastructure and related facilities and services to produce, store, or process specialty crops.

Strategic growth areas: means within *settlement areas*, nodes, corridors, and other areas that have been identified by municipalities to be the focus for accommodating *intensification* and higher-density mixed uses in a more *compact built form*.

Strategic growth areas include *major transit station areas*, existing and emerging downtowns, lands in close proximity to publicly-assisted post-secondary institutions and other areas where growth or development will be focused, that may include infill, *redevelopment* (e.g., underutilized shopping malls and plazas), *brownfield sites*, the expansion or conversion of existing buildings, or greyfields. Lands along major roads, arterials, or other areas with existing or planned *frequent transit service* or *higher order transit corridors* may also be identified as *strategic growth areas*.

Surface water feature: means water-related features on the earth's surface, including headwaters, rivers, permanent and intermittent streams, inland lakes, seepage areas, recharge/discharge areas, springs, wetlands, and associated riparian lands that can be defined by their soil moisture, soil type, vegetation or topographic characteristics.

Threatened species: means a species that is classified as "Threatened Species" on the Species at Risk in Ontario List, as updated and amended from time to time.

Transit service integration: means the coordinated planning or operation of transit service between two or more agencies or services that contributes to the goal of seamless service for riders and could include considerations of service schedules, service routes, information, fare policy, and fare payment.

Transit-supportive: in regard to land use patterns, means development that makes transit viable, optimizes investments in transit infrastructure, and improves the quality of the experience of using transit. It often refers to compact, mixed-use development that has a high level of employment and residential densities, including air rights development, in proximity to transit stations, corridors and associated elements within the *transportation system*.

Approaches may be recommended in guidelines developed by the Province or based on municipal approaches that achieve the same objectives.

Transportation demand management: means a set of strategies that result in more efficient use of the *transportation system* by influencing travel behaviour by mode, time of day, frequency, trip length, regulation, route, or cost.

Transportation system: means a system consisting of facilities, corridors and rights-of-way for the movement of people and goods, and associated transportation facilities including transit stops and stations, sidewalks, cycle lanes, bus lanes, high occupancy vehicle lanes, *rail facilities*, parking facilities, park'n'ride lots, service centres, rest stops, vehicle inspection stations, inter-modal facilities, harbours, *airports*, *marine facilities*, ferries, canals and associated facilities such as storage and maintenance.

Two zone concept: means an approach to *flood plain* management where the *flood plain* is differentiated in two parts: the *floodway* and the *flood fringe*.

Urban agriculture: means food production in *settlement areas*, whether it is for personal consumption, commercial sale, education, or therapy. Examples include, but are not limited to, vertical agriculture facilities, community gardens, greenhouses, and rooftop gardens.

Valleylands: means a natural area that occurs in a valley or other landform depression that has water flowing through or standing for some period of the year.

Vulnerable: means surface and/or ground water that can be easily changed or impacted.

Waste management system: means sites and facilities to accommodate waste from one or more municipalities and includes recycling facilities, transfer stations, processing sites and disposal sites.

Watershed: means an area that is drained by a river and its tributaries.

Watershed planning: means planning that provides a framework for establishing comprehensive and integrated goals, objectives, and direction for the protection, enhancement, or restoration of water resources, including the *quality and quantity of water*, within a *watershed* and for the assessment of cumulative, cross-jurisdictional, and *cross-watershed* impacts. *Watershed planning* evaluates and considers the *impacts of a changing climate on water resource systems* and is undertaken at many scales. It may inform the identification of *water resource systems*.

Water resource systems: means a system consisting of *ground water features* and areas, *surface water features* (including shoreline areas), *natural heritage features and areas*, and *hydrologic functions*, which are necessary for the ecological and hydrological integrity of the *watershed*.

Wave effects: means the movement of water up onto a shoreline or structure following the breaking of a wave, including wave uprush, wave set up and water overtopping or spray; the limit of *wave effects* is the point of furthest landward horizontal movement of water onto the shoreline.

Wayside pits and quarries: means a temporary pit or quarry opened and used by or for a public authority solely for the purpose of a particular project or contract of road construction and not located on the road right-of-way.

Wetlands: means lands that are seasonally or permanently covered by shallow water, as well as lands where the water table is close to or at the surface. In either case the presence of abundant water has caused the formation of hydric soils and has favoured the dominance of either hydrophytic plants or water tolerant plants. The four major types of *wetlands* are swamps, marshes, bogs and fens.

Periodically soaked or wet lands being used for agricultural purposes which no longer exhibit wetland characteristics are not considered to be wetlands for the purposes of this definition.

Wildland fire assessment and mitigation standards: means the combination of risk assessment tools and environmentally appropriate mitigation measures identified by the Ontario Ministry of Natural Resources to be incorporated into the design, construction and/or modification of buildings, structures, properties and/or communities to reduce the risk to public safety, infrastructure and property from wildland fire.

Wildlife habitat: means areas where plants, animals and other organisms live, and find adequate amounts of food, water, shelter and space needed to sustain their populations. Specific wildlife habitats of concern may include areas where species concentrate at a vulnerable point in their annual or life cycle; and areas which are important to migratory or non-migratory species.

Woodlands: means treed areas that provide environmental and economic benefits to both the private landowner and the general public, such as erosion prevention, hydrological and nutrient cycling, provision of clean air and the long-term storage of carbon, provision of wildlife habitat, outdoor recreational opportunities, and the sustainable harvest of a wide range of woodland products. *Woodlands* include treed areas, woodlots or forested areas and vary in their level of significance at the local, regional and provincial levels. *Woodlands* may be delineated according to the *Forestry Act* definition or the Province’s Ecological Land Classification system definition for “forest.”

9: Appendix – Schedule 1: List of Large and Fast-Growing Municipalities

Town of Ajax	City of Mississauga
City of Barrie	Town of Newmarket
City of Brampton	City of Niagara Falls
City of Brantford	Town of Oakville
City of Burlington	City of Oshawa
Town of Caledon	City of Ottawa
City of Cambridge	City of Pickering
Municipality of Clarington	City of Richmond Hill
City of Guelph	City of St. Catharines
City of Hamilton	City of Toronto
City of Kingston	City of Vaughan
City of Kitchener	City of Waterloo
City of London	Town of Whitby
City of Markham	City of Windsor
Town of Milton	

Ministry of Municipal Affairs and Housing

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THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF RYERSON

BY-LAW # ___-24

**Being a By-Law to Establish an Emergency Management Program and
Emergency Response Plan and to meet other requirements under the
*Emergency Management and Civil Protection Act***

WHEREAS the *Emergency Management and Civil Protection Act*, R.S.O., 1990 c. E.9 and Ontario Regulation 380/04 (the “Act”), as amended requires every municipality in the Province of Ontario is required to:

- Develop and implement an emergency management program, which shall consist of;
 - An Emergency Response Plan;
 - Training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
 - Public education on risks to public safety and on public preparedness for emergencies; and
 - Any other elements required by the standards for emergency management set under the Act or by Emergency Management Ontario;
- Designate an employee of the municipality or a member of the Council as its Emergency Management Coordinator;
- Establish an Emergency Management Program Committee;
- Establish a Municipal Emergency Control Group;
- Establish an Emergency Operations Centre to be used by the Municipal Emergency Control Group in an emergency; and
- Designate an Emergency Information Officer;

AND WHEREAS it is prudent that the Emergency Management Program developed under the Act be in accordance with international best practices, including the five core components of emergency management, being prevention, mitigation, preparedness, response and recovery;

AND WHEREAS the purpose of such program is to help protect public safety, public health, the environment, critical infrastructure and property during an emergency, and to promote economic stability and a disaster-resilient community;

AND WHEREAS, the Council of the Municipal Corporation of the Township of Ryerson has previously adopted the Emergency Management Plan and Municipal Emergency Control group composition as required under the *Emergency Management and Civil Protection Act*.

NOW THEREFORE the Council for The Municipal Corporation of the Township of Ryerson hereby enacts as follows:

Emergency Management Program

1. An Emergency Management Program for the municipality shall be developed and reviewed annually by the Emergency Management Program Committee in accordance with the requirements of the Act and international best practices, including the five core components of emergency management being prevention, mitigation, preparedness, response and recovery and such program shall include:
 - a. Training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities; public education on risks to public safety and on public preparedness for emergencies; and
 - b. Any other elements required by the standards for emergency management set under the Act or by Emergency Management Ontario.
2. The Emergency Management Program shall be consistent with the objectives of protecting public safety, public health, the environment, critical infrastructure and property, and shall promote economic stability and a disaster-resilient community.

Emergency Response Plan

3. The Emergency Response Plan shall be maintained in accordance with the requirements of the Act and international best practices.
4. The Plan shall be prepared and reviewed annually by the Community Emergency Management Coordinator (CEMC) and the Emergency Management Program Committee, and the CEMC or their designate shall be authorized to make such administrative changes to the Plan as appropriate to keep the Plan current, such as personnel, organizational, and contact information updates.
5. When an emergency exists but has not yet been declared, Township employees and the Municipal Emergency Control Group may take such action under the Plan as may be required to protect property and the health, safety and welfare of the inhabitants of the Township.

Community Emergency Management Coordinator (“CEMC”)

6. The Waste Management Administrator is hereby appointed as the Community Emergency Management Coordinator (“CEMC”) responsible for the Emergency Management Program for the Township, including maintenance of the Plan, training exercises, public education, and other duties and responsibilities as outlined in the Act.
7. The Burk’s Falls Clerk-Administrator is hereby appointed as the alternate CEMC to act in place of the primary CEMC in his or her absence.

Emergency Management Program Committee

8. The persons from time to time holding the following positions in the Township shall be members of the Emergency Management Program Committee:
 - a. Mayor/Alternate or Designate
 - b. Clerk-Treasurer/Administrator or Designate
 - c. Community Emergency Management Coordinator/Alternate or Designate
 - d. Roads Superintendent/Alternate or Designate
 - e. Other Support Agencies as may be required.
9. The CEMC/Alternate or Designate shall be appointed as the chair of the Emergency Management Program Committee.
10. The Emergency Management Program Committee shall review the program annually and report to Council on the development and implementation of the Township's Emergency Management Program.

Municipal Emergency Control Group ("MECG")

The emergency response will be directed and controlled by the Municipal Emergency Control Group (MECG), a group of officials who are responsible for coordinating the provision of the essential services necessary to minimize the effects of an emergency on the community. A member of the MECG may delegate specific responsibilities to other individuals as required, including written delegation and acknowledgment by the delegate. The MECG consists of the following officials or their alternate:

- a. Mayor of the Township of Ryerson
- b. CAO
- c. CEMC

Emergency Operations Centre

11. A primary and an alternate Emergency Operations Centre shall be established for use by the Municipal Emergency Control Group in an emergency and with the appropriate technological and telecommunications systems to ensure effective communication in an emergency.

Emergency Information Officer

12. The Burk's Falls Senior Administrative Assistant is hereby appointed as the Emergency Information Officer (EIO) for the Township to act as the primary media and public contact in an emergency, her/his alternate is the Clerk of Ryerson Township. An EIO alternate may be appointed by the CAO or Clerk if required.

Administration

13. That the Plan shall be made available to the public for inspection and copying at the Municipal Office during regular business hours.
14. That the Plan, or any amendments to the Plan, shall be submitted to the Chief, Emergency Management Ontario identified in the Act.

15. That any municipal organization position title changes that may occur from time to time shall not affect the appointments associated with those positions in the current By-law.
16. That By-law # 9-24 and By-law #28-22 are hereby rescinded;
17. That this By-law shall come into effect upon its passing.

Read in its entirety, approved, signed and the seal of the Corporation affixed thereto and finally passed in open Council this 12th day of November, 2024.

George Sterling, Mayor

Nancy Field, Clerk

TOWNSHIP OF RYERSON



EMERGENCY RESPONSE PLAN

**By-law # __-24 Schedule
"A"**

November 2024

TOWNSHIP OF RYERSON EMERGENCY RESPONSE PLAN

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PART 1: INTRODUCTION

Emergencies are defined as situations or impending situations caused by forces of nature, a disease or other health risk, an accident or an intentional act that constitutes a danger of major proportions to life and property. Emergencies affect public safety, including the health, welfare and property of residents, businesses and visitors, as well as the environment and economic health of the Township of Ryerson.

The population of the Township of Ryerson as of the 2021 census was 745 residents.

In order to protect residents, businesses and visitors, the Township of Ryerson requires a coordinated emergency response by a number of agencies under the direction of the Municipal Emergency Control Group (MECG). These are arrangements and procedures that are distinct from the normal, day-to-day operations carried out by emergency services.

The Township of Ryerson Emergency Management Program Committee developed this Emergency Response Plan (the Plan). The Incident Management System (IMS) has been adopted in this Plan to define the basic command structure and to identify roles and responsibilities to ensure effective management of an emergency.

Every official, municipal department and agency must be prepared to carry out assigned responsibilities in an emergency. The Plan has been prepared to provide key officials, agencies and departments of the Township of Ryerson with important emergency response information related to:

- Arrangements, services and equipment; and
- Roles and responsibilities during an emergency.

In addition, it is important that residents, businesses and future visitors be aware of its provisions. Copies of the Plan may be viewed at the Township Office and online at www.ryersontownship.ca. For more information, please contact:

Amy Tilley
Community Emergency Management Coordinator
Township of Ryerson
28 Midlothian Road, Burk's Falls, ON, P0A 1C0
705-382-3232

Alternate: Denis Duguay CAO-Clerk, Village of Burk's Falls 705.382.3138 ext. 226

PART 2: AIM

The aim of this Plan is to make provision for the extraordinary arrangements and measures that may have to be taken to protect the health, safety, welfare, environment and economic health of the residents, businesses and visitors of the Township of Ryerson when faced with an emergency.

It enables a centralized, controlled and coordinated response to emergencies in the Township of Ryerson, and meets the legislated requirements of the *Emergency Management and Civil Protection Act*, R.S.O. 1990, c. E.9, as amended.

PART 3: AUTHORITY

The legislation under which the Township of Ryerson and its employees are authorized to respond to an emergency are:

- The *Emergency Management and Civil Protection Act*, R.S.O. 1990, c. E.9, as amended Ontario Regulation 380/04
- Township of Ryerson By-law 52-19
-

Emergency Management and Civil Protection Act

Subsection 4(1) of the *Emergency Management and Civil Protection Act*, R.S.O. 1990, c. E.9, as amended, states that:

“The head of council of a municipality may declare that an emergency exists in the municipality or in any part thereof and may take such action and make such orders as he or she considers necessary and are not contrary to law to implement the emergency plan of the municipality and to protect property and the health, safety and welfare of the inhabitants of the emergency area.”

Ontario Regulation 380/04

Regulation 380/04 came into effect on December 31, 2004. It describes the essential level of emergency management standards for Ontario municipalities. The specific municipal requirements are as follows:

- Every municipality shall designate an employee or a member of Council as its Community Emergency Management Coordinator (CEMC), who shall complete training, as required by the Chief, Emergency Management Ontario.
- The CEMC shall coordinate the development and implementation of the emergency management program within the Township and, in so far as possible, with the emergency management programs of other municipalities, Ontario ministries and organizations outside government that are involved in emergency management.
- The CEMC shall report to the Township of Ryerson's Emergency Management Program Committee on the above program.
- Every municipality shall have an Emergency Management Program Committee composed of: the CEMC, a senior municipal official appointed by Council; and such other persons that may be appointed by Council.
- The Municipal Emergency Control Group shall direct the municipality's response in an emergency, including the implementation of the municipality's emergency response plan.
- The Municipal Emergency Control Group shall develop procedures to govern its responsibilities in an emergency.
- The members of the Municipal Emergency Control Group shall complete the annual training that is required by the Chief, Emergency Management Ontario.
- Every municipality shall have an annual practice exercise for simulated emergency incident

training.

- Every municipality must have an Emergency Operations Centre with appropriate communications systems.
- Every municipality shall designate an employee of the municipality as its Emergency Information Officer to act as the primary media and public contact in an emergency.

Township of Ryerson By-Law __-24

Council approved the Emergency Management Program and Emergency Response Plan with the enactment of By-Law __-24.

Township of Ryerson Emergency Management Program Committee

The Emergency Management Program Committee is comprised of the Mayor, CAO, CEMC The CEMC is appointed as the Chair of the Committee.

PART 4: EMERGENCY NOTIFICATION PROCEDURES

Only a member of the Municipal Emergency Control Group (MECG) may initiate the notification procedure contained in **Annex B**.

The contact phone numbers and addresses of the MECG members (and their alternates) are contained in **Annex B**.

When a member of the MECG, with the authority to activate the MECG, receives a warning of a real or potential emergency:

1. The member of the MECG will immediately contact the CEMC or alternate and relay information regarding the nature of the situation.
2. The CEMC or alternate will contact the CAO or alternate, and together they will decide whether which members of the MECG are necessary to deal with the situation at the time.
3. The CAO will contact the Mayor, Fire Chief, and Public Works Supervisor (or their alternates) at a minimum; provide the members with pertinent details regarding the situation as well as the time and place for the MECG to meet.

If deemed appropriate, the individual MECG members may initiate their own internal notification procedures of their staff and volunteer organizations.

Where a threat of an impending emergency exists, any member of the MECG may initiate the notification procedure and place MECG members on standby.

The CAO or alternate will record the date and time MECG members were contacted.

Requests for Assistance

Assistance may be requested from the Ontario Provincial Police (O.P.P.) at any time by contacting the Almaguin Highlands O.P.P. detachment.

Assistance may also be requested from the Province of Ontario at any time without any loss of control

or authority. A request for assistance should be made by contacting the Office of the Fire Marshall and Emergency Management Ontario.

The Emergency Notification Contact List, including contact numbers for requesting assistance, is attached as **Annex B**.

Definition of an Emergency

Section 1 of the *Emergency Management and Civil Protection Act*, defines an “emergency” as:

“A situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.”

Action Prior to Declaration

When an emergency exists but has not yet been declared to exist, employees may take such action(s) under this Plan as may be required to protect property and the health, safety and welfare of the residents and businesses of and visitors to the Township of Ryerson.

Declaring an Emergency

The Mayor/Deputy Mayor or Acting Mayor/Designate of the Township of Ryerson, as the Head of Council, is responsible for declaring an emergency. This decision is made in consultation with other members of the MCEG and following completion of the checklist in

Annex A.

Upon declaring an emergency, the Mayor (or designate) will notify:

- Office of the Fire Marshall and Emergency Management Ontario, Treasury Board of Canada Secretariat
- Municipal Council;
- Public;
- Neighbouring community officials, as required;
- Local Member of the Provincial Parliament (MPP);
- Local Member of Parliament (MP).

A community emergency may be terminated at any time by:

- Mayor or Acting Mayor (or designate); or
- Municipal Council; or the
- Premier of Ontario.

When terminating an emergency, the Mayor (or designate) will notify:

- Emergency Management Ontario, Treasury Board of Canada Secretariat;
- Municipal Council;
- Public;
- Neighbouring community officials, as required;
- Local Member of the Provincial Parliament (MPP);
- Local Member of Parliament (MP).

PART 5: MUNICIPAL EMERGENCY CONTROL GROUP

Emergency Operations Centre (EOC)

The location of the Township of Ryerson's primary and alternate Emergency Operations Centres are detailed in **Annex C**.

The Emergency Operations Centre (EOC) can be activated for any emergency for the purposes of managing an emergency, by maintaining services to the community and supporting the emergency site.

Municipal Emergency Control Group (MECG)

The emergency response will be directed and controlled by the Municipal Emergency Control Group (MECG), a group of officials who are responsible for coordinating the provision of the essential services necessary to minimize the effects of an emergency on the community. A member of the MECG may delegate specific responsibilities to other individuals as required, including written delegation and acknowledgment by the delegate. The MECG consists of the following officials or their alternate:

- Mayor of the Township of Ryerson
- CAO
- CEMC

Support group members of the MECG may be brought on as required by the scope of the emergency:

- Treasurer
- O.P.P. designate;
- Emergency Medical Services (EMS) representative;
- Red Cross representative;
- Medical Officer of Health;
- Engineer of Record representative
- Planning Consultant;
- Municipal Solicitor;
- Fire Chief;
- Public Works Supervisor Alternate;
- CBO Chief Building Official;
- Emergency Information Officer;
- Hydro One and/or Lake Land Power Representative;
- CN Representative;
- Alternates to the above support group
- Additional personnel called or added to the MECG may include:
 - Emergency Management Ontario Representative;
 - North Bay-Mattawa Conservation Authority
 - Near North District School Boards
 - Liaison staff from Provincial Ministries;
 - Any other officials, experts, or representatives from the public or private sector as deemed necessary by the MECG.

The MECG may function with only a limited number of persons depending upon the emergency. While the MECG may not require the presence of all the people listed as members of the control

group, reasonable efforts will be made to notify all members of the MECG, as soon as practicable.

Operating Cycle

Members of the MECG will gather at regular intervals to inform each other of actions taken and problems encountered. The EOC Director will establish the frequency of meetings and agenda items. Meetings will be kept as brief as possible thus allowing members to carry out their individual responsibilities. The EOC Director will maintain a status board and maps, which will be prominently displayed and kept up to date.

PART 6: EMERGENCY RESPONSE SYSTEM

Municipal Emergency Control Group and support Group Responsibilities

- 1) Advise the Mayor as to whether the declaration of an emergency is recommended;
- 2) Designate any area(s) in the municipality as an emergency site(s);
- 3) Determine the requirement to call or establish advisory sub-groups as may be required to support implementation of emergency operations;
- 4) Determining if the composition of the MECG is appropriate;
- 5) Direct and coordinate the responding service and agencies to ensure that all action necessary for the mitigation of the emergency are taken expeditiously and are in accordance with the law;
- 6) Provide recommendations on the spending of public funds for the implementation of the Plan;
- 7) Appoint, or confirm the appointment of an Emergency Site Manager(s) who will be the Emergency Control Group's representative on site and will be responsible for the organization and coordination of all emergency response agencies at the emergency site;
- 8) Develop and implement aims, priorities, and strategies in consultation with the Emergency Site Manager;
- 9) Approve or endorse the proposed courses of action for the resolution of the emergency;
- 10) Direct the evacuation of buildings, or areas within the emergency site(s), if necessary;
- 11) Direct the dispersal or removal of person from the emergency site(s) who are in danger, or whose presence hinders emergency operations;
- 12) Direct the discontinuation of public/private utilities or services due to safety or the efficient functioning of emergency operations, if required;
- 13) Direct the activation and operation of Reception Centre to provide temporary accommodation to all residents who are in need of assistance due to displacement as a result of an emergency;
- 14) Coordinating and directing their service and ensuring that any actions necessary for the mitigation of the effects of the emergency are taken, provided they are not contrary to law;
- 15) Ensuring that pertinent information regarding the emergency is promptly forwarded to the Emergency Information Officer for dissemination to the media and public;
- 16) Maintaining a log outlining decision made and actions taken and submitting a summary of the log to the Clerk(s) within one week of the termination of emergency, as required, and;
- 17) Participate in the debriefing following the emergency.

Individual Responsibilities of MECG members

Mayor or Alternate

The Mayor is ultimately responsible for the response to the emergency. The Mayor (or Alternate Mayor), and with the advice from the MECG is responsible for:

- 1) Ordering the activation of the Emergency Response Plan;

- 2) Declaring an emergency to exist and where practical, identifying the area or location of the emergency within the Township of Ryerson;
- 3) Declaring an emergency to be terminated;
- 4) Notifying the Treasury Board of Canada Secretariat of the declaration of an emergency and termination of declaration of an emergency;
- 5) Ensuring that Township Councilors are advised of the declaration and termination of the declaration of the emergency, and are kept apprised of the emergency situation;
- 6) Ensuring that the public, the media, neighboring Municipal officials, if required, are also advised of both the declaration and termination of the emergency;
- 7) In Consultation with the Emergency Information Officer approve news releases and public announcements;
- 8) Formally requesting Provincial or Federal government assistance through the Treasury Board of Canada Secretariat, Emergency Management Ontario;
- 9) Participate in an after-action report and a corrective action report;
- 10) Maintaining a personal log of all actions taken, and;
- 11) Conducting and taking part in post-emergency debriefing.

CAO or Alternate

- 1) Activating the emergency notification system;
- 2) As the Emergency Site Manager, coordinate all operations within the Emergency Operations Centre, including the scheduling of regular meetings;
- 3) Advising the Mayor or alternate on policies and procedures, as appropriate;
- 4) Approving in coordination with the Mayor or alternate, major announcements and media releases;
- 5) Ensuring a communication link is established between the MECG and Incident Command;
- 6) Calling out additional Township staff to provide assistance, as required;
- 7) Overseeing the issuance of all purchase orders required to support the emergency response, and tracking of all expenditures;
- 8) Ensuring that adequate insurance coverage is in place to cover staff, volunteers and rented/leased equipment;
- 9) Coordinating the provision of transportation when requested by other departments Emergency Site Manager;
- 10) Maintaining a personal log of all actions taken, and;
- 11) Participate in an after-action report and a corrective action report.

CEMC or Alternate

- 1) Activating and arranging the EOC;
- 2) Ensuring that security is in place for the EOC and registration of MECG members;
- 3) Ensuring all members of MECG have necessary plans, resources, supplies, maps and equipment;
- 4) Provide advice and clarification about the implementation details of the Emergency Response Plan;
- 5) Acting as a liaison with community support agencies, e.g. Canadian Red Cross, 211;
- 6) Ensure that maps and status boards are kept up to date;
- 7) Ensuring compliance with Act;
- 8) Maintaining a personal log of all actions taken;
- 9) Creating an after-action report in conjunction with MECG, and;
- 10) Creating a Corrective Action Report in conjunction with MECG;

Fire Chief or Alternate

- 1) Providing the MECG with information and advice on firefighting and rescue matters;
- 2) Depending on the nature of the emergency assign the Incident Commander and inform the

MECG;

- 3) Establishing an ongoing communication link between the senior fire official at the Incident Command;
- 4) Determining if additional or special equipment is needed and recommending possible sources of supply, e.g. breathing apparatus, protective clothing;
- 5) Provide assistance to other community departments and agencies if necessary;
- 6) Maintaining a personal log of all actions taken, and;
- 7) Participate in an after-action report and a corrective action report.

Public Works Department Representative or Alternate

- 1) Provide the MECG with information regarding infrastructure;
- 2) Establish communications with the senior road/public works department official that is on scene;
- 3) Liaise with neighboring communities to ensure a coordinated response which is supported by road/public works departments;
- 4) Liaison with public utility companies to ensure proper disconnect of services, if required;
- 5) Facilitate and assist with emergency potable water, supplies and sanitation facilities to the requirements of the Medical Officer of Health;
- 6) Provide road department vehicles and equipment as required by any other emergency service;
- 7) Maintaining a personal log of all actions taken, and;
- 8) Participate in an after-action report and a corrective action report.

Almaguin Highlands Detachment of the Ontario Provincial Police Representative

- 1) Notifying necessary emergency and community services, as required;
- 2) Establishing an ongoing communications link with the senior police official at the scene of the emergency;
- 3) Establishing the inner perimeter within the emergency area;
- 4) Establishing the outer perimeter in the vicinity of the emergency to facilitate the movement of emergency vehicles and restrict access to all but essential emergency personnel;
- 5) Providing traffic control staff to facilitate the movement of emergency vehicles;
- 6) Alerting persons endangered by the emergency and coordinating evacuation procedures;
- 7) Ensuring the protection of life and property and the provision of law and order;
- 8) Providing police service in EOC, evacuee centers, morgues, and other facilities, as required;
- 9) Notifying the coroner of fatalities;
- 10) Liaise with media when necessary;
- 11) Implement Continuity of Operations Plan in the event of internal failure of our infrastructure, and;
- 12) Maintaining a personal log of all actions taken.

Medical Officer of Health or Alternate

- 1) Coordinates public health services with various Emergency Control Group members and related agencies in the Emergency Operations Centre;
- 2) Provides advice to the public and local health care professionals on matters which may adversely affect public health within North Bay and Parry Sound District. (e.g. toxic spills, water quality, air quality);
- 3) Liaises with Ontario Ministry of Health and Long-Term Care, Public Health Division and area Medical Officers of Health as required to augment and coordinate a public health response as required;
- 4) Coordinates the surveillance and response to communicate disease-related emergencies or anticipated epidemics according to Ministry of Health and Long-Term Care directives;
- 5) Ensure the coordination of vaccine/antiviral storage, handling and distribution across North Bay and Parry Sound District;

- 6) Initiates and implements mass vaccination clinics during outbreaks of disease within affected municipalities in North Bay and Parry Sound District;
- 7) Liaises with Director of Public Utilities or alternate within affected municipalities to ensure the provision of potable water, community sanitation, maintenance and sanitary facilities;
- 8) Provides inspection of evacuation centers, makes recommendations and initiates; remedial action in areas of accommodations standards related to;
 - a. Overcrowding, sewage and waste disposal;
 - b. Monitoring of water supply, air quality, sanitation;
 - c. Food handling, storage, preparation, distribution and service;
- 9) Liaises with local social service agencies on areas of mutual concern regarding evacuation centers related to public health information;
- 10) Advises on or orders any necessary evacuation, isolation or quarantine measures;
- 11) Provides instruction and health information through public service announcements and information networks;
- 12) Issues orders if necessary, to mitigate or eliminate health hazards as per the Health Protection and Promotion Act;
- 13) In the event of mass casualties, the Health Unit will monitor the situation to ensure early and sanitary disposition of human remains in order to minimize the spread of disease, and;
- 14) Liaises with the District Coroner to coordinate the activities of the mortuary within the community and provide assistance when necessary.

Emergency Medical Services (EMS) Representative

- 1) Ensuring emergency medical services at the emergency site;
- 2) Establishing an ongoing communications link with the senior EMS official at the scene of the emergency;
- 3) Obtaining EMS from other municipalities for support, if required;
- 4) Ensuring triage at the site;
- 5) Advising the MCEG if other means of transportation is required for large scale response;
- 6) Liaising with the Ministry of Health and Long Term Care Central Ambulance Communications Centre to ensure balanced emergency coverage is available at all times throughout the community;
- 7) Ensuring liaison with the receiving hospitals;
- 8) Ensuring liaison with the Medical Officer of Health, as required, and;
- 9) Maintaining a personal log of all actions taken.

Red Cross

- 1) Registration and Inquiry (R&I) Services: Assists in reuniting families;
- 2) Collects information and answers inquiries regarding the conditions and whereabouts of missing persons;
- 3) Emergency Feeding: Provides food or meals to those persons without food or food preparation facilities;
- 4) Emergency Clothing: Supplies clothing or emergency covering until regular sources of supply are available;
- 5) Personal Services: Provides for the initial reception of disaster victims arriving at Reception Centers; informs them of immediate emergency help available; offers temporary care for unattended children and dependent adults/elderly; assists with the temporary care of residents from Special Care Facilities; and offers immediate and ongoing emotional support to people with personal problems and needs created or aggravated by a disaster. Particular personal services may be coordinated through the MCEG and contracted with local service providers to meet special needs of disaster victims;
- 6) Maintaining a personal log of all actions taken, and;
- 7) Emergency Lodging: Arranges for safe, immediate, temporary lodging for homeless or

evacuated people and is comprised of the following elements;

- **Lodging Management:** Provide supervision and administrative support for Red Cross functions within the lodging facility. Ensure that the needs of facility occupants are being met. Designation, evaluation as per the guidelines established by Health Canada, set up and a space utilization plan for each temporary shelter is the responsibility of the Emergency Management Program Committee and/or MECG.
- **Registration:** Ensure that all occupants are registered upon arrival. Maintain a system for checking occupants in and out when they leave for any period of time. Manage the system of record keeping for registrations.
- **Feeding:** Supervise on-site food preparation and service for residents and workers. Advise the Logistics/Feeding Manager of needed supplies. Ensure that the food ordering system is established and implemented. Keep accurate records of food and supplies received and expended. Prepare and monitor the food service staff work schedule. Record the hours of personnel as requested.
- **Management of Sleeping Area:** Set up sleeping areas. Assign residents to sleeping areas. Coordinate with Logistics staff for cots, blankets and comfort kits if available.
- **Personal Client Services:** In coordination with MECG, organize and administer childcare, recreation, transportation, first aid, pet care and other services as needed. Identify residents needing additional services and collaborate with appropriate sources to meet such needs.
- **Volunteer/Staff Recruitment, Training and Placement:** Recruit, place and support staff assigned to the lodging facility. Provide opportunities to residents to serve as volunteers in the facility. Manage other local volunteer organizations.
- **Logistics:** Provide support for the use of the facility. Ensure the safety, security, and sanitation for the lodging facility. Procure, store and distribute supplies and equipment to the lodging facility. Work with the representative of the facility to ensure that the building is used properly. In coordination with MECG, contract out some specialized logistics services i.e. security and sanitation.

Emergency Information Officer

1. Advise the MECG on matters pertaining to public information, public affairs, and media relations;
2. Gather, process and disseminate information for use by the MECG
3. Formulate public information and media releases for review by the Mayor or alternate
4. Upon approval of the Mayor/alternate release information to the public and media;
5. Direct the establishment and operation of a Media Centre
6. Prepare and distribute public announcements, instructions, or warnings as directed by the Mayor or alternate;
7. Provide public relations support as required;
8. Coordinate all media request, including arrangements for supervised tours near the emergency site(s).
9. Maintain a detailed log of all actions taken by the Emergency Information Officer
10. Participate in a post-emergency debriefing.

211 Notification and Communication

Municipal Responsibilities

- 1) Notify 211 when an event has occurred.
- 2) Maintain a line of communication with 211 throughout the event providing authoritative, accurate information that can be relayed to the public.
- 3) Inform residents that they can call 211 for non-emergency information. This can be done through street signs, press releases, the media and other sources.

- 4) Inform 211 when the emergency event ends.

Responsibilities of 211 Representative

- 1) The 211 staff person who receives notification of an emergency event will document the information using a format that captures what, where, who, when etc. and the name and contact information of the person providing the information.

Answer non-emergency calls from the public 24/7/365. Ensure the network of 211 service providers in Ontario is notified, can access the most current information about the event and is available to provide support if needed. The members of the Municipal Emergency Control Group (MECG) are responsible for some or all of the following actions or decisions:

PART 7: EMERGENCY MANAGEMENT PLAN DISTRIBUTION LIST

Copy Number	Location	Issued dd/mm/yy
1	Mayor	16/01/24
2-5	Councilors	16/01/24
6	CAO	16/01/24
7-8	CEMC and Alternate	16/01/24
9-10	Emergency Operations Centre (EOC) and Alternate EOC	16/01/24
11	Public Works Supervisor	16/01/24
12	Fire Chief	16/01/24
13	Community Economic Development Coordinator	16/01/24
14	Office of the Fire Marshall and Emergency Management	16/01/24

PART 8: UPDATES AND AMENDMENTS

Updated dd/mm/yy	Comments	Updated By:
31/12/2015	Plan creation	Andrew Farnsworth
11/10/2018	Revisions	E. Kellogg
12/09/19	Revisions	E. Kellogg
16/01/23	Revisions	Greg Rutledge

PART 9: INDEX OF ANNEXES

- A) Checklist in Consideration of a Declaration of Emergency/Declaration Form
- B) Notification Procedures/Emergency Contact List
- C) Emergency Operations Centre (EOC) Logistics
- D) Termination Form

TOWNSHIP OF RYERSON EMERGENCY RESPONSE PLAN

ANNEX A

Checklist in Consideration of a Declaration of Emergency

(Note: All references in this document refer to the *Emergency Management and Civil Protection Act*, R.S.O. 1990, Chapter E.9, as amended 2006)

** This checklist is for use by municipal heads of council considering the declaration of an emergency within their municipality. This checklist is not intended to provide any sort of legal advice – it is merely a reference tool.*

An emergency is defined under the *Emergency Management and Civil Protection Act* as “a situation, or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise” [Section 1, definition of an emergency].

Under the *Emergency Management and Civil Protection Act*, only the head of council of a municipality (or his or her designate) and the Lieutenant Governor in Council or the Premier have the authority to declare an emergency. The Premier, the head of council, as well as a municipal council, have the authority to terminate an emergency declaration [Sections 4 (1), (2), (4)].

An emergency declaration may extend to all, or any part of the geographical area under the jurisdiction of the municipality [Section 4 (1)].

If the decision is made to declare an emergency, the municipality must notify Emergency Management Ontario (on behalf of the Treasury Board of Canada Secretariat) as soon as possible [Section 4 (3)]. Although a verbal declaration of emergency is permitted, all declarations should ultimately be made in writing to ensure proper documentation is maintained. Written declarations should be made on municipal letterhead, using the template provided by Emergency Management Ontario, and should be faxed to (416) 314-0474. When declaring an emergency, please notify the Provincial Emergency Operations Centre at 1-866-314-0472.

When considering whether to declare an emergency, a positive response to one or more of the following criteria **may** indicate that a situation, whether actual or anticipated, warrants the declaration of an emergency:

General and Government:

Is the situation an extraordinary event requiring extraordinary measures? [Section 4 (1) permits a head of council to “take such action and make such orders as he or she considers necessary and are not contrary to law” during an emergency.]

Does the situation pose a danger of major proportions to life or property? [Section 1, definition of an emergency]

Does the situation pose a threat to the provision of essential services (e.g., energy, potable water, sewage treatment/containment, supply of goods or medical care)? [Some situations may require extraordinary measures be taken or expenditures be made to maintain or restore essential services. A declaration of emergency may allow a head of council to expend funds outside of his or her spending resolutions and/or the regular approval process of the municipality.]

Does the situation threaten social order and the ability to govern? [Whether due to a loss of infrastructure or social unrest (e.g., a riot), a crisis situation has the potential to threaten a council's ability to govern. In such cases, extraordinary measures may need to be taken. Section 4 (1) provides for extraordinary measures, not contrary to law. Section 55 (1) of the *Police Services Act* provides for the creation of special policing arrangements during an emergency.]

Is the event attracting significant media and/or public interest? [Experience demonstrates that the media and public often view the declaration of an emergency as a decisive action toward addressing a crisis. It must be made clear that an "emergency" is a legal declaration and does not indicate that the municipality has lost control. An emergency declaration provides an opportunity to highlight action being taken under your municipal emergency response plan.]

Has there been a declaration of emergency by another level of government? [A declaration of emergency on the part of another level of government (e.g., lower-tier, upper-tier, provincial, federal) may indicate that you should declare an emergency within your municipality. For example, in the event of a widespread disaster affecting numerous lower-tier municipalities within a county, the county will likely need to enact its emergency response plan and should strongly consider the declaration of an emergency. In some cases, however, a declaration of emergency by a higher level of government may provide sufficient authorities to the lower-tier communities involved (e.g., municipalities operating under the authority of a provincial or federal declaration).]

Legal:

Might legal action be taken against municipal employees or councillors related to their actions during the current crisis? [Section 11 (1) states that "no action or other proceeding lies or shall be instituted against a member of council, an employee of a municipality, an employee of a local services board, an employee of a district social services administration board, a minister of the Crown, a Crown employee or any other individual acting pursuant to this Act or an order made under this Act for any act done in good faith in the exercise or performance or the intended exercise or performance of any power or duty under this Act or an order under this Act or for neglect or default in the good faith exercise or performance of such a power or duty." Section 11 (3), however, states "subsection (1) does not relieve a municipality of liability for the acts or omissions of a member of council or an employee of the municipality...."]

Are volunteers assisting? [The *Workplace Safety and Insurance Act* provides that persons who assist in connection with a declared emergency are considered "workers" under the Act and are eligible for benefits if they become injured or ill as a result of the assistance they are providing. This is in addition to workers already covered by the Act.]

Operational:

Does the situation require a response that exceeds, or threatens to exceed the capabilities of the municipality for either resources or deployment of personnel? [Section 4 (1) permits the head of council to "take such action and make such orders as he or she considers necessary and are not contrary to law to implement the emergency plan." Section 13 (3) empowers a municipal council to

“make an agreement with the council of any other municipality or with any person for the provision of any personnel, service, equipment or material during an emergency.”]

Does the situation create sufficient strain on the municipal response capability that areas within the municipality may be impacted by a lack of services, thereby further endangering life and property outside areas directly affected by the current crisis? [Some situations may require the creation of special response agreements between the municipality and other jurisdictions, private industry, non-government organizations, etc. Section 13 (3) states that the “council of a municipality may make an agreement with the council of any other municipality or with any person for the provision of personnel, service, equipment or material during an emergency.”]

Is it a consideration that the municipal response may be of such duration that additional personnel and resources may be required to maintain the continuity of operations? [In the event of a large-scale crisis, such as an epidemic or prolonged natural disaster, municipal resources may not be able to sustain an increased operational tempo for more than a few days. This is particularly true if emergency workers are injured or become ill as a result of the crisis. In such a case, the municipality may need to utilize outside emergency response personnel. Section 13 (3) provides for mutual assistance agreements between municipalities.]

Does, or might, the situation require provincial support or resources? [Provincial response (e.g., air quality monitoring, scientific advice, airlift capabilities, material resources, etc.) may involve numerous ministries and personnel. Activation of the municipal emergency response plan, including the opening of the Emergency Operations Centre and meeting of the Community Control Group, can greatly facilitate multi-agency and multi-government response.]

Does, or might, the situation require assistance from the federal government (e.g., military equipment)? [Section 13 (2) authorizes the Treasury Board of Canada Secretariat, with the approval of the Lieutenant Governor in Council, to make agreements with the federal government. In Canada, federal emergency assistance is accessed through, and coordinated by, the province. The declaration of an emergency may assist a municipality in obtaining federal assistance.]

Does the situation involve a structural collapse? [Structural collapses involving the entrapment of persons *may* require the deployment of one or more Heavy Urban Search and Rescue (HUSAR) teams. Ontario has a HUSAR team. This team is specially equipped and trained to rescue persons trapped as a result of a structural collapse. Any municipality in the province can request a HUSAR deployment to a declared emergency. Requests for HUSAR resources should be made through your local mutual aid fire coordinator. Approval for the dispatch of the HUSAR team comes from the Commissioner of Emergency Management.]

Is the situation a large-scale or complex chemical, biological, radiological, or nuclear (CBRN) incident? [Response to CBRN incidents requires specialized resources and training. Ontario is developing three CBRN teams to respond to incidents throughout the province. CBRN teams are only dispatched to declared emergencies. Requests for a CBRN deployment should be made through your local mutual aid fire coordinator. Approval for the dispatch of CBRN teams comes from the Commissioner of Emergency Management.]

Does the situation require, or have the potential to require the evacuation and/or shelter of people or animals [livestock] from your municipality? [Evacuee and reception centres often use volunteers as staff. As noted above, the declaration of an emergency enacts certain parts of the *Workplace Insurance and Safety Act* related to volunteer workers. Secondly, an evacuation or sheltering of citizens has the potential to generate issues pertaining to liability. Section 11 of the *Emergency Management and*

Civil Protection Act may provide municipal councillors and employees with certain protections against personal liability.]

Will your municipality be receiving evacuees from another community? [The issues discussed in the previous bullet may apply equally to municipalities accepting evacuees.]

Economic and Financial:

Does the situation pose a large-scale disruption to routine patterns of transportation, or re-routing of large numbers of people and vehicles? [The rerouting of people and vehicles poses a potential liability risk. Keeping persons from their homes and delaying commercial traffic are both sensitive issues. Section 11 of the Act may provide certain protection from liability. Section 4 (1) allows for extraordinary measures to be taken, providing they are not contrary to law.]

Is an event likely to have a long term negative impact on a community's economic viability/sustainability, including resulting unemployment, lack of available banking services and restorative measures necessary to re-establish commercial activity? [The declaration of an emergency may facilitate the ability of the municipality to respond to economic losses.]

Is it possible that a specific person, corporation, or other party has caused the situation?[Section 12 states that "where money is expended or cost is incurred by a municipality or the Crown in the implementation of an emergency plan or in connection with an emergency, the municipality or the Crown, as the case may be, has a right of action against any person who caused the emergency for the recovery of such money or cost...."]



ANNEX A - DECLARATION FORM

Municipality: Township of Ryerson District of: District of Parry Sound

I, _____, (Mayor or Alternate), hereby declare a state of local
Emergency in accordance with the Emergency Management and Civil Protection Act, , R.S.O. 1990,
c.E.9, as amended, due to the emergency described herein;

For the Emergency Area or part thereof described as (geographic area);

Signed _____

Title _____

This ____ day of _____ 20__ at _____ A.M/PM
In the Municipality of _____

(Note: Fax to EMO Duty Officer @ 416-314-0474)



ANNEX A - Checklist in Consideration of a Declaration of Emergency

(Note: All references in this document refer to the *Emergency Management and Civil Protection Act*, R.S.O. 1990, Chapter E.9, as amended 2006)



ANNEX D - TERMINATION FORM

I, _____ (Mayor or Alternate) hereby declare that the emergency related to _____ is terminated in accordance with the

(State the general description of the declared emergency)


Emergency Management and Civil Protection Act, R.S.O. 1990.

Signed _____

Title _____

This ____ day of _____ 201__ at _____ A.M/PM
In the Municipality of _____

Fax to Provincial Emergency Operations Centre Duty Officer @ 416-314-0474

	<h2>Staff Report</h2>
To:	Council
From:	Clerk, Nancy Field
Date of Meeting:	November 12, 2024
Report Title:	Consent B-046-24 (Kaczynski)
Report Date:	June 13, 2024

Recommendation: I would recommend that Council support the application for consent, B-046-24 for Roman Kaczynski for his property located at 1101 Starratt Rd. Concession 9, Part Lot 25, Ryerson Township.

Purpose/Background: The initial application for the proposed development was presented to the township for pre-consultation, during which it was determined that the proposal did not comply with Section 4.1.4 of the development policies outlined in the Official Plan. Consequently, both the township's Planner and the policies indicated that an Official Plan amendment would be necessary for the proposal to be considered.

Following this feedback, the applicant collaborated with Tulloch Planners/Surveyors to revise the proposal. A subsequent submission was made to our office, which was forwarded to J.L. Richards for a comprehensive development review checklist. This checklist required a planning justification report be completed to ensure compliance with the relevant planning guidelines.

I have attached all pertinent documents, including the final email from the planner confirming their satisfaction with the revised proposal.

Appendix/Related Documents: Consent Application B-046/24, Development Inquiry Review Checklist, Planning Justification Report, Planning Review, Email Tara Michauville.

B-046/24

**Application for Consent
Under Section 53 of the Planning Act**

Note to Applicants: This application form is to be used if the **SOUTHEAST PARRY SOUND DISTRICT PLANNING BOARD** is the consent granting authority. In this form the term "subject" land means the land to be severed and the land to be retained.

Completeness of the Application

The information in this form that **MUST** be provided by the applicant is indicated by **black arrows** on the left side of the section numbers. This information is prescribed in the Schedule to Ontario Regulation 197/96 made under the *Planning Act*. The mandatory information must be provided with the appropriate fee. If the mandatory information and fee are not provided, the Planning Board will return the application or refuse to further consider the application until the information and fee have been provided.

The application form also sets out other information that will assist the Planning Board and others in their planning evaluation of the consent application. To ensure the quickest and most complete review, this information should be submitted at the time of application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. As a result, the application may be refused.

Submission of the Application

- One application form is required for each parcel to be severed.
- The application fee.
- 1 original copy of the completed application form and sketch. Measurements are to be in metric units.

For Help

For more information on the *Planning Act*, the consent process, Provincial and local policies, please contact the Secretary/Treasurer of the Southeast Parry Sound District Planning Board at (705) 636-7000 **705-787-5070**

1. Applicant Information Email: rkaczynski58@gmail.com & nkaczynski1@gmail.com

▶ **1.1 Name of Owner(s).** An Owner's authorization is required in Section 11.1, if the applicant is not the owner.

Name of Owner(s) Roman and Nelly Kaczynski	Home Telephone No. 705-387-0320	Business Telephone No.
Address 1101 Starratt Road, Burk's Falls, ON	Postal Code POA 1C0	Fax No.

▶ **1.2 Name of the person who is to be contacted about the application.** If different than the owner. (This may be a person or firm acting on behalf of the owner.)

Name of Contact Person/Agent Sam Soja (sam.soja@tulloch.ca)	Home Telephone No.	Business Telephone No. 705-789-7851
Address Tulloch, 80 Main St. W., Huntsville	Postal Code P1H 1W9	Fax No. X453

2. Location of the Subject Land (Complete applicable boxes in 2.1)

▶ **2.1 District**

District Parry Sound	Municipality/Unorganized Township Township of Ryerson	Former Township Ryerson
Concession Number(s) 9	Lot Number(s) 25	Registered Plan No. (Subd.)
Reference Plan No. 42R21895	Part Number(s) 1	Parcel No.
Street No. 1101	Section or Mining Location No.	Name of Street/Road Starratt Road

▶ **2.2 Are there any easements or restrictive covenants affecting the subject land?**
 No Yes If Yes, describe the easement or covenant and its effect.

3. Purpose of this Application

- ▶ 3.1 Type and purpose of proposed transaction (check appropriate box)
- Creation of a new lot Addition to a lot A Right-of-way An easement
 A charge A lease A correction of title Other purpose
- ▶ 3.2 Name of person(s), if known, to whom land or interest in land is to be transferred, leased or charged.
- 3.3 If a lot addition, identify the lands to which the parcel will be added.

4. Description of Subject Land and Servicing Information (Complete each subsection.)

4.1 Description		Severed	Retained
	Frontage (m.)	+/- 125 m	+/- 279.2 m
	Depth (m.)	+/- 393 m	+/- 394 m
	Area (ha. or m ²)	+/- 4.92 ha	+/- 10.98 ha
▶ 4.2 Use of property (i.e. vacant, industrial, commercial, residential, etc.)	Existing Use(s)	Vacant	Residential
	Proposed Use(s)	Residential	Residential
▶ 4.3 Buildings or Structures (include date of construction type and size of building)	Existing	None	Dwelling + Garage
	Proposed	Single Detached Dwelling	Dwelling + Garage
▶ 4.4 Access (check appropriate space)	Provincial Highway		
	Public Road	Starratt Road	Starratt Road
	Name of Authority maintaining road	Twp. of Ryerson	Twp. of Ryerson
	Common name of road		
	Private Road (describe in Section 4.8)		
	Right of way (describe in Section 4.8)		
	Period of Maintenance: Seasonal		
	:Year Round	✓	✓
	Water Access (Describe in Section 4.9)		
	▶ 4.5 Water Supply (check appropriate space)	Publicly owned and operated piped water system	
Name of Authority operating and maintaining services			
Privately owned and operated communal well (Describe in Section 9.1)			
Privately owned and operated individual well		Proposed	Existing
Lake or other water body			
Other means (Describe in Section 9.1)			
▶ 4.6 Sewage Disposal (check appropriate space)	Publicly owned and operated sanitary sewage system		
	Name of Authority operating and maintaining service		
	Privately owned and operated communal septic system (Describe in Section 9.1)		
	Privately owned and operated individual septic tank	Proposed	Existing
	Privy		
	Other means (Describe in section 9.1)		

4.7 Other Services (check if the service is available)	Electricity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	School Bussing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Garbage Collection		

4.8 If access to the subject land is by private road, or "right of way" as indicated in section 4.4, indicate who owns the land or road, who is responsible for its maintenance and whether it is maintained seasonally or year round.

4.9 If access to the subject land is by water, as indicated in section 4.4, describe the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road.

5. Land Use (Maps are available at Municipal Offices for verification)

5.1 What is the existing official plan designation(s), if any, of the subject land?

Rural

5.2 What is the zoning, if any, of the subject land? If the subject land is covered by a Minister's zoning order, what is the Ontario Regulation Number?

Rural (Ru)

5.3 Are any of the following uses or features on the subject land or within 500 metres of the subject land, unless otherwise specified. Please check the appropriate boxes, if any apply.

Use or feature	On the Subject Land	Within 500 metres of subject land, unless otherwise specified (indicate approximate distance)
An agricultural operation, including livestock facility or stockyard		
A landfill		
A sewage treatment plant or waste stabilization plant		
A provincially significant wetland (Class 1, 2 or 3 wetland)		
A provincially significant wetland within 120 metres of the subject land	N/A	
Flood plain		
A rehabilitated mine site		
A non-operating mine site within 1 kilometre of the subject land		
An active mine site		
An industrial or commercial use, and specify the use(s)		
An active railway line		
A municipal or federal airport		

6. History of the Subject Land

6.1 Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act?
 Yes No Unknown If Yes and if known, provide the Ministry's application file number and the decision made on the application.

B-032/21 (Kaczynski), Approved on Aug. 25, 2021

6.2 If this application is a re-submission of a previous consent application, describe how it has been changed from the original application.

6.3 Has any land been severed from the parcel originally acquired by the owner of the subject land?
 Yes No If Yes, provide for each parcel severed, the date of transfer, the name of the transferee and the land use.

PIU 52134-0517 transferred on Oct. 14, 2022 from Roman and Melly Kaczynski to Michael Kaczynski and Jade Richards

6.4 How was the parcel originally acquired by the owner created? Original township lot by consent by plan of subdivision
 other: Retained Lot of Consent Application B-032/21

7. Concurrent Applications

- ▶ 7.1 Is the subject land currently the subject of a proposed official plan or official plan amendment?
 Yes No Unknown If Yes and if known, provide details and status of the application.

- ▶ 7.2 Is the subject land the subject of an application for a zoning by-law amendment, Minister's zoning order amendment, minor variance, consent or approval of a plan of subdivision?
 Yes No Unknown If Yes and if known, specify the appropriate file number and status of the application.

8. Sketch (Use the attached Sketch Sheet) To help you prepare the sketch, refer to the attached Sample Sketch in The 'Application Guide Q & A'.

- ▶ 8.1 The application must be accompanied by a sketch showing the following:
 - the boundaries and dimensions of the subject land, the part that is to be severed and the part that is to be retained
 - the boundaries and dimensions of any land owned by the owner of the subject land and that abuts the subject land
 - the distance between the subject land and the nearest township lot line or landmark, such as a railway crossing, bridge, highway, etc.
 - the location of all land previously severed from the parcel originally acquired by the current owner of the subject land
 - the approximate location of all natural and artificial features on the subject land and adjacent lands that in the opinion of the applicant may affect the application, such as buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks
 - the existing use(s) on adjacent lands
 - the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way
 - if access to the subject land is by water only, the location of the parking and boat docking facilities to be used
 - the location and nature of any easement affecting the subject land

9. Other Information

9.1 Is there any other information that you think may be useful to the Planning Board, or other agencies in reviewing this application? If so, explain below or attach on a separate page.

Planning Justification Report, prepared by Tulloch (Sam Soja), August 2024.

10. Affidavit or Sworn Declaration of Applicant(s)

▶ Affidavit or Sworn Declaration for the Information set out in this Application

I/we, Sam Soja (Tulloch) of the Town of Huntsville
 in the District Municipality of Muskoka make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me
 at the Town of Huntsville
 in the District of Muskoka
 this 16th day of August.


 Applicant

D. McInnis
 Commissioner of Oaths
 DAWN MICHELE McKNIGHT,
 Commissioner, etc., Province of Ontario,
 Applicant

11. Authorizations of Owner(s)

▶ 11.1 If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner(s) that the applicant is authorized to make the application must be attached to this application or the authorization set out below must be completed.

Authorization of Owner(s) for Agent to Make the Application

I/we Nelly and Roman Kaczynski am/are the owner(s) of the land that is the subject of this application for a consent and I/we authorize Tulloch (Sam Seja) to make this application on my/our behalf.

August 11 / 2024

Nelly Kaczynski
Signature of Owner
Roman Kaczynski
Signature of Owner

11.2 If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner(s) concerning personal information set out below.

Authorization of Owner(s) for Agent to Provide Personal Information

I/we Nelly and Roman Kaczynski am/are the owner(s) of the land that is the subject of this application for a consent and for the purposes of the *Freedom of Information and Protection of Privacy Act*, I/we authorize Tulloch (Sam Seja) as my/our agent for this application, to provide any of my/our personal information that will be included in this application or will be collected during the processing of the application.

August 11 / 2024
Date

Nelly Kaczynski
Signature of Owner
Roman Kaczynski
Signature of Owner

12. Consent of Owner(s)

Complete the consent of the owner(s) concerning personal information set out below.

Consent of the Owner(s) to the Use and Disclosure of Personal Information

I/we Nelly and Roman Kaczynski am/are the owner(s) of the land that is the subject of this consent application and for the purposes of the *Freedom of Information and Protection of Privacy Act*, I/we authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the *Planning Act* for the purposes of processing this application.

August 11 / 2024
Date

Nelly Kaczynski
Signature of Owner
Roman Kaczynski
Signature of Owner

Applicants must complete the following check list to ensure that all necessary information is provided (check appropriate box):

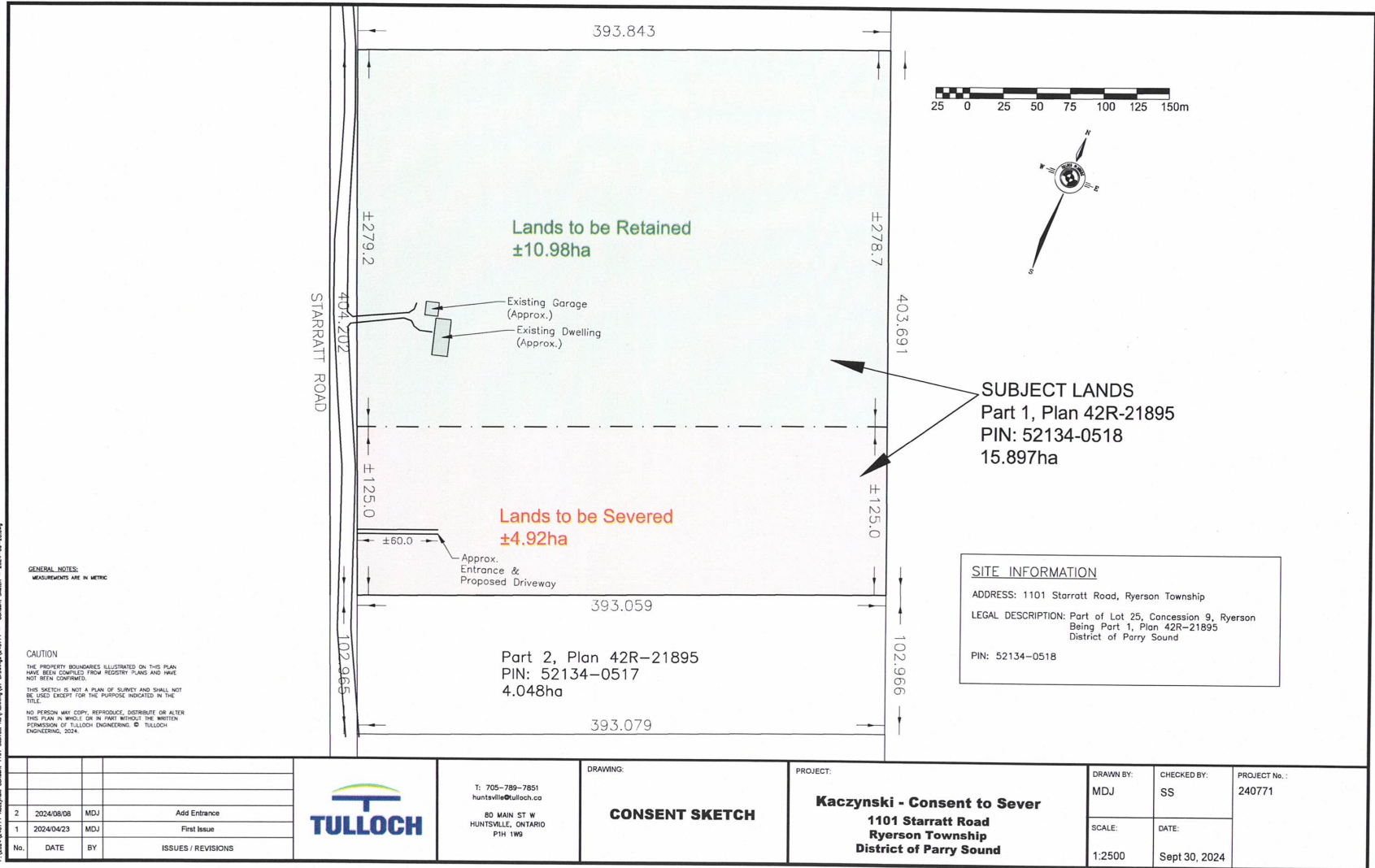
- 1 Completed application form including sketch
 - Current parcel abstract (land title)
 - Current reference plan of survey or registered plan (if available)
 - Prescribed application fee, either as a certified cheque or money order, payable to the Southeast Parry Sound District Planning Board.
- The Planning Board will assign a File Number for complete applications and this should be used in all communications.

Submit completed application and fee to:

SOUTHEAST PARRY SOUND DISTRICT PLANNING BOARD

8 Main Street, P.O. Box 310
Kearney, ON P0A 1M0

Fee will be paid directly by applicants.



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No.	DATE	BY	ISSUES / REVISIONS
2	2024/08/08	MDJ	Add Entrance
1	2024/04/23	MDJ	First Issue



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huntsville@tulloch.ca
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HUNTSVILLE, ONTARIO
P1H 1W9

DRAWING:
CONSENT SKETCH

PROJECT:
Kaczynski - Consent to Sever
1101 Starratt Road
Ryerson Township
District of Parry Sound

DRAWN BY:
MDJ

CHECKED BY:
SS

SCALE:
1:2500

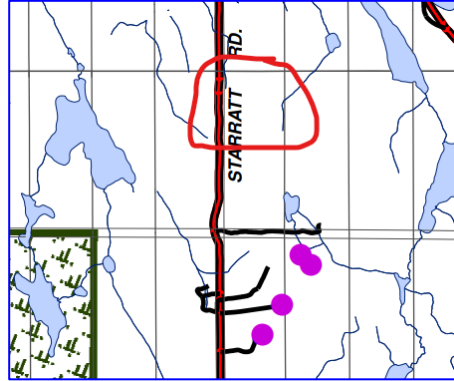
DATE:
Sept 30, 2024

PROJECT No.:
240771

Development Inquiry Review Checklist

Address: 1101 Starratt Rd (Kaczynski)

Official Plan Designation (Land Use & Constraints Schedules): RU



Zone: RU

Proposal: Sever @ 5 ha parcel from existing @ 15 ha parcel (original size determines which policies to follow in OP)

	Proposed Severed	Proposed Retained	Required (OP s.4.1.4)
Lot Area	@ 4.92 ha	@ 10.98 ha	Average = 10 ha Min > 1 ha
Frontage	125 m	279 m	Average = @ 250 m Min > 60 m
			*see below notes for more

Constraints & Opportunities Review:

- Waterbodies & Watercourses > 1,000 m to EP zone, > 700 m to known aggregates (Environmental Impact Study / Archaeology Assessment / Geotechnical Study)
- Natural Heritage Features & Adjacent Lands – Provincially or Locally Significant Wetland, Woodlands, Valleylands, ANSI (Environmental Impact Study)
- Natural and Human Made Hazards – Floodplain / Erosion/Steep Slopes Hazards / Contaminated Sites / Wildland Fires / Organic Soils (Geotechnical Study / Environmental Site Assessment / Floodplain Mapping)
- Mineral Aggregate Resources – influence areas of Pits/Quarries/Aggregate & Sand/Gravel Resources (Land Use Compatibility Study / Mineral Aggregate Impact Study)
- Surrounding Industrial Uses (Land Use Compatibility Study / Ministry Separation [D-Series Guidelines](#))
- Surrounding Agricultural Uses and Livestock Facilities (Minimum Distance Separation – MDS)
- Lot Creation – existing lot of record dates in OP/Maximum Lots Permitted [OP Section 4.1.4\(i\) Max of 4 lots from the original 40 ha parcel](#)
- Proposed Servicing – Public/Private/Partial (Servicing Report / Hydrogeological Assessment)
- Any impacts proposed development may have (traffic, servicing capacity, odour, noise)

Regulated Area Review:

- Adjacent to a County Road
- [Ministry of Transportation Controlled Area](#) Conservation Authority

Initial Comments or Questions on Proposal:

- OP Section 4.1.4
 - a maximum of 4 lots (including severed and retained parcels) may be created per original 40 hectare (100 acre) parcel, **provided that the average lot area is 10 hectares** (25 acres) (does the math make sense here? Won't 40 ha divided by 4 lots always equal 10 ha?), the **average lot frontage is 100 metres** (330 feet) and the **minimum lot area is not less than 1.0 hectares** (2.5 acres)
 - on parcels of land that are **smaller than 40 hectares** (100 acres), the maximum number of lots created shall be determined on the basis of an **average lot area of 10 hectares** (25 acres) and an **average lot frontage of 100 metres** (330 feet); **does not meet average area (proposed @ 5 ha, should be closer to 7.5 ha if the current parcel is @ 15 ha to start.**
 - **lots may be considered on smaller parcels of land provided the lot frontage is not less than the average frontage of lots on the same side of the road as the proposal; Does not meet this requirement (existing average = @ 337 m, proposed average = @ 250 m)**
 - any lot in existence at the time of the passage of this By-law that fronts on a year round municipally maintained road may be severed at least once, so long as minimum frontages and areas can be met; and
- ZBL Table 5
 - Min frontage = 100 m
 - Min area = 1 ha

Required Studies (list):

- none noted



PLANNING JUSTIFICATION REPORT

1101 Starratt Road, Township of Ryerson

Consent to Sever for the purpose of New Lot Creation

August 2024

Prepared by: Sam Soja
Senior Planner – Project Manager

Prepared for: Roman Kaczynski

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1.0 INTRODUCTION AND OVERVIEW OF PROPOSAL

TULLOCH has been retained by the owners of 1101 Starratt Road in the Township of Ryerson to assist with preparing and formally submitting a consent application for the purpose of severing a new rural residential lot. The applicant’s property is hereafter referred to as the “subject property”.

This report includes a planning analysis of the proposed severance in consideration of the following:

- 2020 Provincial Policy Statement;
- Township of Ryerson Official Plan; and
- Township of Ryerson Comprehensive Zoning By-law.

The subject property is located in the Rural designation of the Township’s Official Plan and is in the Rural (RU) zone of the Township’s Comprehensive Zoning By-law.

The purpose of the application is to create one severed lot and one retained lot as shown on the consent sketch in Figure 1 and in Appendix A, and detailed in Table 1. The proposed severed and retained lots both have road frontage along Starratt Road, which is a municipal road that is maintained by the Township on a year-round basis. The proposed severance would facilitate residential development on the severed lot. The applicant intends to construct a single-detached dwelling.

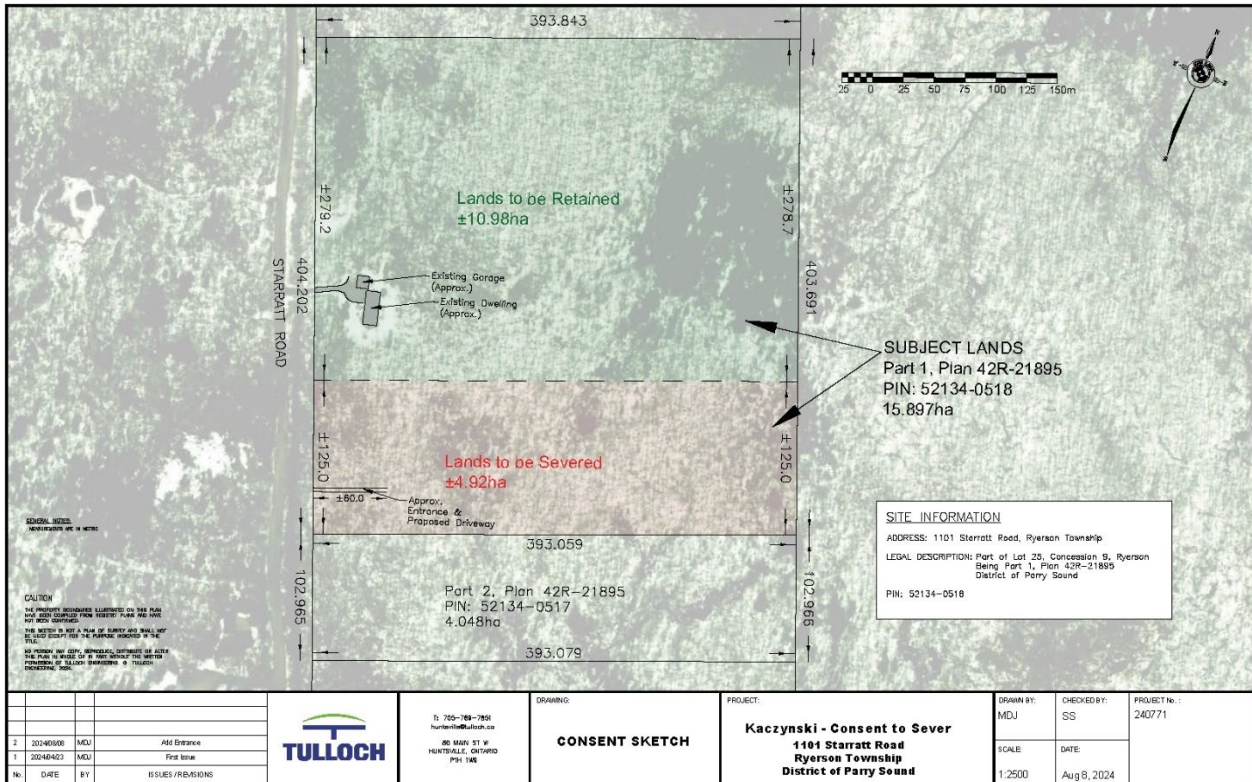


Figure 1: Consent Sketch (also attached as Appendix 1).

Table 1: Proposed lot frontages and lot areas.

Lot	Lot Frontage	Lot Area
Severed	± 125 m.	± 4.92 ha
Retained	± 279.2 m.	± 10.98 ha

2.0 SUBJECT PROPERTY AND SURROUNDING LAND USES

2.1 Location

The municipal address of the subject property is 1101 Starratt Road and it is legally described as Part of Lot 25, Concession 9, Part 1, Plan 42R-21895, Township of Ryerson, District of Parry Sound.

2.2 Proposed Severed Lot

The proposed severed lot is vacant and forested with a mix of mature deciduous and coniferous vegetation. Overall, the proposed lot is relatively level with some areas of moderate slopes. An existing entrance provides access to an area that was previously cleared for use as a staging area for a selective logging operation in 2014. This previously disturbed area is filling in again through regrowth.



Figure 2: South facing view along Starratt Road from the entrance on the severed lot.



Figure 3: North facing view along Starratt Road from the entrance on the severed lot.



Figure 4: The general area of the proposed dwelling.



Figure 5: West facing view towards Starratt Road from the general location of the proposed dwelling.

2.3 Proposed Retained Lot

The proposed retained lot contains a dwelling, a garage, and a tool-shed sized greenhouse in the location shown on the Consent Sketch (Refer to Figure 1 and Appendix 1). The remainder of the retained lot exhibits similar forest vegetation and topography as the severed lot.



Figure 6: View from Starratt Road of the driveway on the retained lot. A portion of the garage is visible from the road.



Figure 7: South facing view along Starratt Road from the entrance on the retained lot.



Figure 8: North facing view along Starratt Road from the entrance on the retained lot.



Figure 9: The dwelling and garage on the retained lot.

2.4 Surrounding Land Uses

Both the severed and retained lots are surrounded by forested rural lots that have been developed for residential purposes along Starratt Road or are vacant. Properties located further to the south contain areas licensed under the Aggregate Resources Act for aggregate extraction. The extents of these licensed areas are located greater than 800 metres from the proposed severed lot (Refer to Figure 10). The nearest other area licensed for aggregate extraction is located to the north at a distance of over 1,400 metres.

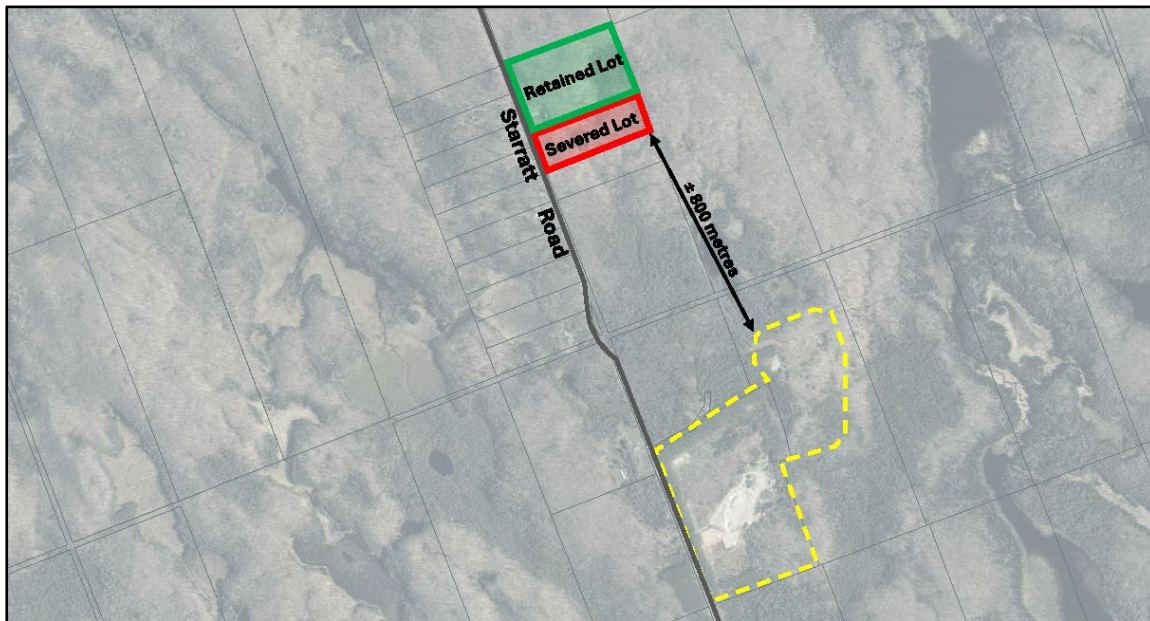


Figure 10: Location of the proposed severed lot in comparison to an area licensed for aggregate extraction.

3.0 PLANNING ANALYSIS

3.1 Provincial Policy Statement 2020

The Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. The PPS is issued under the authority of Section 3 of the *Planning Act, R.S.O. 1990, c. P.13*, which requires that decisions affecting planning matters “*shall be consistent with*” policy statements issued under the Act.

The PPS identifies the subject property as rural lands, which are defined as lands “*located outside of settlement areas and which are outside prime agricultural areas.*”

Section 1.0 (Building Strong Healthy Communities) provides policies that guide the growth and development of strong, healthy communities in Ontario. **Section 1.1.5.2** directs that locally appropriate residential development, home occupations and industries, and other rural land uses are permitted uses on rural lands such as the subject property.

In accordance with **Section 1.1.5.4**, “*Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.*” Further, **Section 1.1.5.5** directs that on rural lands “*Development shall be appropriate to the infrastructure which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this infrastructure.*”

In this case, the proposed lot frontages and areas, and the construction of a single-detached dwelling on the severed lot, are compatible with the rural landscape of the Township of Ryerson and in the area around Starratt Road. Given that the proposed severed and retained lots will both be directly accessed from a year-round maintained Township road where the uneconomical expansion of transportation infrastructure is not anticipated, the proposed severance appears appropriate in consideration of the available infrastructure.

Section 1.4 (Housing) highlights the importance of maintaining the ability of accommodating residential growth and for the Township of Ryerson to provide for an appropriate range and mix of housing options and densities. In this case, in the absence of a settlement area in the Township, such residential growth will be accommodated on rural lands.

Section 1.6.7 directs that efficient use should be made of existing transportation infrastructure. In this case, it is anticipated that the proposed severance would not necessitate additional road construction, maintenance, or lengthen existing travel routes for school buses or emergency services.

The importance of protecting natural features and areas for the long-term is clearly identified in **Sections 2.0 and 2.1.1 (Natural Heritage)**. In this case, a review of available geographic data and Schedules ‘B1’ and ‘B2’ (Natural Features) of the Township’s Official Plan has not revealed sensitive natural heritage features in proximity to the proposed location of future residential development.

Sections 1.2.6 (Land Use Compatibility) and 2.5 (Mineral Aggregate Resources) explain that the development of sensitive land uses such as residential development should not prevent the establishment of new aggregate resource extraction operations or the economic viability of existing operations. In this case, the proposed severed lot will be located between two existing residential lots and over 800 metres from the nearest area that it licensed for aggregate extraction. In consideration of the existing forested landscape over this distance, compatibility concerns between these land uses are not anticipated (Refer to Figure 10).

In summary, the proposed severance will facilitate locally appropriate residential development that can be sustained by rural service levels and is compatible with the rural landscape. Creation of the proposed severed lot is consistent with the PPS.

3.2 Township of Ryerson Official Plan

The Township of Ryerson Official Plan establishes a policy framework to guide the physical development of the Township while having regard for its social, environmental, and economic needs. The subject property is within the Rural designation of the Official Plan. The entire Official Plan has been reviewed in consideration of the proposed severance and key policies are considered below.

3.2.1 Goals of the Official Plan

The goals of the Official Plan are listed in **Section 2.2** as follows:

The goals of the Plan are inter-related statements of the Township's long term vision, and provide a foundation for the more detailed land use policies contained in this Plan. The goals are:

- i) to maintain and enhance the existing features of the rural community, which include a mix of natural resource uses and low density residential development in a predominantly rustic setting;*
- ii) to provide adequate housing for current and future, permanent and seasonal, populations;*
- iii) to promote an orderly and sustainable pattern of development;*
- iv) to preserve and protect important natural features and sensitive areas from incompatible land uses and activities;*
- v) to recognize constraints to development and direct development away from features such as low-lying areas that are subject to flooding, areas of significant wildlife habitat and areas of archaeological significance;*
- vi) to provide a level of municipal services consistent with the basic needs and financial resources of the Township and its aging population; and,*
- vii) to encourage growth and diversification of the economic base of the Township.*

The proposed severance represents an orderly and sustainable pattern of development while maintaining the existing features of the rural community. The proposed residential development will provide locally appropriate housing without negatively impacting natural heritage features.

3.2.2 Objectives of the Official Plan

Section 2.3.1 (Population and Household Growth) states:

The permanent population in the Township of Ryerson will continue to grow slowly and be dispersed between the Rural and Shoreline areas.

Household growth will primarily be a result of an increase in the seasonal population.

The Township will accommodate the expected population and household growth while maintaining the rural character of the area.

The Township will not establish a settlement area.

The Township intends to accommodate expected population and household growth while maintaining rural character and without establishing a settlement area. In this case, the proposed severance

facilitates limited household growth in the form of single detached residential housing. The rural character of the area will be maintained.

Section 2.3.3 (Housing) states:

Single detached residential housing will remain the dominant housing type.

Existing residential development may be augmented by accessory units appropriate to house seniors and young families.

The proposed severance will facilitate the construction of a new single detached residential dwelling. No accessory dwelling units are proposed.

Section 2.3.5 (Infrastructure) states, in part:

Significant expansion of municipal infrastructure is not anticipated.

All development shall have private on-site water and sewage disposal systems. Municipal or communal water or sewer services will not be developed.

The proposed severance will not trigger the need for an expansion of municipal infrastructure. The proposed severed lot will be accessed directly from an existing year-round maintained Township road and residential development will be serviced by private on-site water and septic systems.

Section 2.3.6 (Natural Environment) states:

Protection and enhancement of the natural environment will be an important consideration in making land use decisions.

New development will be directed away from significant Natural Features and areas, including but not limited to significant wetlands, significant portions of the habitat of threatened and endangered species, fish habitat and natural and man-made hazards, such as floodplains, unstable slopes, and abandoned mine sites.

In this case, the area in which residential development is proposed is directed away from sensitive natural features and hazards.

3.2.3 General Policies of the Official Plan

Section 3.12 (Land Use Compatibility) states, in part:

Development shall occur in a manner which ensures compatibility with surrounding areas and uses, and shall consider:

- i) minimizing the impact on adjacent residential uses with regard to noise, traffic, emissions and visual appearance when considering the development of off-street parking, loading areas, and garbage disposal facilities; and,*
- ii) the use of fencing, screening and/or separation distances to minimize potential adverse impacts between uses.*

In this case, the proposed severed and retained lots both exceed minimum lot requirements and existing and future residential development will be sufficiently set back from Starratt Road. Distance and existing forest vegetation provide a natural buffer between residential development on the subject lands and

residential development on neighbouring lots. It is anticipated that any future residential development on the proposed severed lot will not be visible from Starratt Road.

Section 3.18 (Transportation) provides guidance related to the Township's road system. The severed and retained lots both have frontage on and gain access from Starratt Road, which is a year-round road maintained by the Township. The location of the proposed entrance to the severed lot appears appropriate and negative impacts on the safety and efficiency of the existing road system are not anticipated.

3.2.4 Rural Lot Creation Policies

Section 4.1.2 (Principles) states:

The preservation and promotion of the rural character of the Township and the maintenance of the open countryside are basic principles applicable to all development in the Rural designation.

To reinforce the impression of an open and natural landscape, the development pattern will continue to be characterized by large wide lots with varying setbacks.

The dominant consideration in addressing Rural development proposals will be the impact on the rural character of the Township. Preservation of the open, natural appearance of the countryside will be a priority. To achieve this, a traditional dispersed development pattern will be encouraged.

In this case, the proposed severed and retained lots have adequate lot areas and frontages to retain a traditional development pattern and thereby ensure the preservation and promotion of the Township's rural character. It is important to note that the proposed lot frontage (width) of the severed lot is more than double the minimum lot frontage specified in Section 4.1.4 of the Official Plan. Also, the applicant intends to construct a dwelling on the severed lot in a location where all setback requirements of the Township's Comprehensive Zoning By-law will be exceeded. The open and natural appearance of the countryside will be preserved.

Section 4.1.4 (Development Policies) provides a framework for lot creation in the Rural designation. The initial section of the policy states:

Lot areas and frontages will be sufficient to retain the traditional development pattern and character of the area in which the development is proposed. In this regard, the following provisions apply:

- i) lot frontages will not be less than 60 metres (200 feet) nor lot areas less than 1.0 hectares (2.5 acres); and,*
- ii) a variety of larger lot areas and frontages will be encouraged in any development proposal to enhance the rural character of the Township.*

Variable setbacks, rights-of-way, larger or smaller frontages, and/or limits to building heights or building envelopes, may be implemented through the Zoning By-law, in order to further the rural design principles of this Plan.

The proposed lot areas and frontages of the severed and retained lots are sufficient to retain the traditional development pattern and character of the area. As is demonstrated in Table 2, the proposed frontages and areas significantly exceed the 60 metre and 1 hectare minimums of the Official Plan. The lot frontage of the proposed severed lot is more than double the required

minimum and the area is five times greater than the minimum.

This last paragraph of the above quoted section of the policy acknowledges that the Township's Comprehensive Zoning By-law can contain requirements that differ from the Official Plan in order to further the rural design principles. In this case, although the Official Plan requires a minimum lot frontage for rural lots of 60 metres, the subject lands are located in the Rural (RU) zone of the Zoning By-law where new lots are required to have a minimum lot frontage of 100 metres. It is important to note that the proposed severed and retained lots exceed the minimum frontage requirements of both the Official Plan and the Zoning By-law (Refer to Table 2).

Table 2: Comparison of Required and Proposed Lot Frontage and Area

Characteristic	Official Plan Minimum	Zoning By-law Minimum	Proposed Severed Lot	Proposed Retained Lot
Lot Frontage	60 m	100 m	± 125 m	± 279.2 m
Lot Area	1.0 ha	1.0 ha	± 4.92 ha	± 10.98 ha

In accordance with **Sections 3.6 and 4.1.2**, the implementation of varying setbacks on large wide lots reinforces the impression of an open and natural landscape. Accordingly, the last paragraph of the above quoted section of Policy 4.1.4 advises that the Zoning By-law may implement variable setbacks to further the Official Plan's rural design principles. Accordingly, the RU zone requires development to be setback a minimum of 30 metres from the front lot line along Starratt Road. It is also important to note that the applicant intends to position the proposed dwelling a minimum of 60 metres from the front lot line, which would allow for an even greater vegetated buffer between the proposed residential development and the public road.

With the intention of ensuring that the traditional development pattern and character will be maintained, **Section 4.1.4 (Development Policies)** continues with lot creation criteria i) through to iv) as follows:

In general, applications for new lot creation will be subject to the following criteria:

- i) *a maximum of 4 lots (including severed and retained parcels) may be created per original 40 hectare (100 acre) parcel, provided that the average lot area is 10 hectares (25 acres), the average lot frontage is 100 metres (330 feet) and the minimum lot area is not less than 1.0 hectares (2.5 acres);*

It is important to note that this section is introduced with the words "*In general*", which demonstrates that the following criteria i) through to v) are intended to be *generally* satisfied, instead of each criterion being *strictly* adhered to. Proposals that do not satisfy every aspect of the criteria can be considered without the need for an Official Plan Amendment, provided the general intent is maintained.

With regards to subsection i), the proposed severed lot would be the fourth lot created from the original 40-hectare parcel, resulting in the envisioned average lot area of 10 hectares being satisfied. It is also important to highlight the significance of having a municipal road along the entire westerly boundary of the original 40-hectare parcel resulting in an average lot frontage of

250 metres, which significantly exceeds the envisioned average of 100 metres. Further, given that the proposed lot areas of the severed and retained lots are ± 4.92 ha and ± 10.98 hectares, respectively, the stated minimum of 1.0 hectares is to also be significantly exceeded (Refer to Table 2).

- ii) on parcels of land that are smaller than 40 hectares (100 acres), the maximum number of lots created shall be determined on the basis of an average lot area of 10 hectares (25 acres) and an average lot frontage of 100 metres (330 feet);*

The subject lands have an existing lot area of ± 16 hectares and an existing lot frontage of ± 404.2 metres. Therefore, once the lands are subdivided, the resultant severed and retained lots will have an average lot area of ± 8 hectares and an average lot frontage of ± 202.1 metres. While the resulting average lot area will be ± 2 hectares less than the average 10 hectare minimum noted in the policy, it is important to recall that these criteria are intended to be 'generally' applied. In addition, aerial photography dating back to 1985 shows that traditional development of the surrounding area involves limited dispersed single family dwellings on generally rectangular shaped lots that are dominated by vacant expanses of naturally vegetated forested terrain. In recognition that the interpretation of the area's dispersed rural character is predominantly achieved by travelling or residing along Starratt Road, lot frontages are a more critical determinant of local character than lot areas. With the severed and retained lots having an average lot frontage along Starratt Road that is double the envisioned minimum, the traditional development pattern and rural character of the area will be maintained despite an average lot area of less than 10 hectares.

It is also anticipated that the proposed residential development will not be visible from the road and the existing forest vegetation will appropriately buffer noise between adjacent rural residential uses. Again, the ability to set back proposed development from adjacent existing development in accordance with the existing rural character is predominately determined by lot frontage instead of lot area.

- iii) lots may be considered on smaller parcels of land provided the lot frontage is not less than the average frontage of lots on the same side of the road as the proposal;*

While sub-section ii) clearly specifies that it applies to lots smaller than 40 hectares, the reference to 'smaller lots' in sub-section iii) is not clearly defined. This sub-section may be intended to apply to lots that are smaller than the minimum lot size requirement of 1 hectare. Nevertheless, it is important to recall the general nature of the listed criteria, while recognizing that Starratt Road has a significant length (± 11 kilometres), and that the dispersed rural character of the area will be maintained.

- iv) any lot in existence at the time of the passage of this By-law that fronts on a year round municipally maintained road may be severed at least once, so long as minimum frontages and areas can be met; and*

The subject property is the retained parcel of a previous severance approved through Consent Application B-032/21 (R. Kaczynski). The lot created through this previous severance shares the southerly side lot line of the proposed severed lot. Both the previously created lot and the now proposed severed lot satisfy minimum lot frontage and area requirements.

Section 4.1.4 (Development Policies) continues further, as follows:

Lot creation should incorporate the following design considerations:

i) the lots will maintain the character of the area in which they are being developed;

The subject property is located in an area of existing dispersed rural residential development and the proposed severed lot will maintain this existing character.

ii) the physical features of the property will be maintained and major earth moving projects will be discouraged;

The physical features of the property will be maintained and major earth moving operations will not be required to install a driveway and construct a dwelling.

iii) if the property subject to a consent application is located partially or completely within a Natural Feature area shown on Schedule B1 or B2 or in another natural feature discussed in Section 5, specific measures may be required to protect the natural feature(s) on, or in the vicinity of, the site;

A review of available geographic data and Schedules 'B1' and 'B2' (Natural Features) of the Township's Official Plan has not revealed natural heritage features in proximity to the proposed location of future residential development. Schedule 'B1' shows a watercourse positioned parallel to a portion of the rear lot line of the proposed severed lot. It is anticipated that future residential development will be set back over 300 metres from this feature.

iv) the lots shall have sufficient area to accommodate an on-site sewage disposal system and a potable water supply;

The proposed severed lot appear to be sufficiently sized to accommodate an on-site septic system and well. Such systems already exist on the retained lot.

v) entrances shall not create a traffic hazard; and,

The entrance on the retained lot will remain unchanged. The approximate proposed location for an entrance on the severed lot is shown on the consent sketch (Refer to Figure 1). A historical driveway already exists at this location. Starratt Road rises in elevation slightly towards the north of the entrance location, but site lines appear to be sufficient in both directions.

vi) the appearance of a continuous row of residential development will be discouraged.

Existing residential development along Starratt Road in proximity to the subject property is either completely or partially visually buffered from the road. Only a portion of the existing garage on the retained lot is visible from Starratt Road and it is anticipated that future residential development on the severed lot will not be visible from the road. In consideration of the proposed lot frontages, mature forest vegetation along both sides of Starratt Road, and applicable front yard setback requirements, the proposed severance will not result in the appearance of a continuous row of residential development.

3.2.5 Criteria for Lot Creation by Consent

Section 6.9.1 (Implementation - Lot Creation - Consent) lists criteria for any lots that are to be created by consent, as follows:

In addition to specific land use policies, the following criteria shall be applied to the creation of lots by consent:

- i) Council shall establish that a plan of subdivision is not required for the proper and orderly development of the land;*
- ii) the intent and purpose of the Official Plan and Zoning By-law must be maintained;*
- iii) the lot should be reasonably well proportioned, of regular shape and dimension, and must be of sufficient size and configuration to be serviced by private on-site water and sewage disposal systems;*
- iv) the lot must front on an existing year round publicly maintained Township road, except as otherwise permitted in the Shoreline designation;*
- v) the lot shall not create a traffic hazard to sight lines, curves, or grades of existing development, as set out in accepted traffic engineering standards; and,*
- vi) the lot shall meet the MOE D Series Guideline requirements, as established in the Zoning By-law.*

Severances will not be considered where the creation of a new lot may:

- i) be subject to the danger of flooding, erosion, steep slopes, high water tables or other physical hazard;*
- ii) have a negative impact on natural features and environmentally sensitive areas of surrounding lands; or,*
- iii) be in proximity to extractive industrial operations.*

The proposed severance, as shown on the draft severance sketch, maintains the purpose and intent of the Official Plan and Zoning By-law. The proposed severed and retained lots both exceed minimum lot requirements, have a regular shape and dimension and are of sufficient size and configuration to be serviced by private water and sewage disposal systems.

The proposed severed lot fronts onto an existing year-round publicly maintained Township road at a location where sight lines and grades are expected to satisfy entrance requirements.

While some vegetation removal will be required to enable the construction of a driveway and dwelling, the proposed severed lot will remain predominately forested and negative impacts on sensitive natural features are not anticipated. Aggregate extraction operations are discussed below in Section 3.2.6.

3.2.6 Mineral Aggregates

Section 4.1.4.1 (Mineral Aggregates) explains the importance of protecting sand and gravel resources from encroachment of incompatible uses and notes that “*New incompatible land uses and activities both on site and adjacent to existing pits and quarries are discouraged.*”

Section 4.1.4.1 also states:

Development adjacent to or in known mineral deposits or mineral aggregate deposits, and areas of mineral potential, which would preclude or hinder the establishment of new operations, expansion of existing operations or access to the resources, will only be permitted where the following conditions are met:

- i) the resource use would not be feasible;*
- ii) the proposed land use or development serves a greater long term public interest; and*
- iii) issues of public health, public safety and environmental impact are addressed.*

When considering applications for development, regard shall be had for the protection of land for future extraction of mineral aggregate resources. Non-aggregate uses in areas of known mineral aggregate deposits will only be considered when extraction of the resource will not be feasible, the proposed use serves a greater public interest than aggregate extraction and/or the proposed use does not preclude future extraction.

As indicated earlier in this report, the southerly property boundary of the proposed severed lot is located over 800 metres from the nearest area licensed for aggregate extraction. The forested intervening lands over this distance provide a significant buffer between the proposed residential and existing aggregate extraction uses. In addition, existing residential development to the south and southwest is in closer proximity to the licensed areas than the proposed severed lot. The lot that was created a few years ago through Consent Application B-032/21 is also closer to the areas licensed for aggregate extraction than the proposed severed lot, and the separation distance was considered to be sufficient at that time. In consideration of the location of the subject lands within a forested area where residential development already exists, it appears that the creation of the proposed lot will not negatively impact the continuation of extraction operations or their potential expansion. Compatibility conflicts are not anticipated.

While the subject property is identified on Schedule B2 of the Official Plan as being within an area of potential mineral aggregate resources, Aggregate Resources of Ontario (2020) mapping data does not identify potential areas of Primary, Secondary, or Tertiary resources on the subject property. In consideration of the resource mapping information, the existing residential development, and applicable licensing requirements, the establishment of a licensed extraction operation on the subject lands does not appear to be feasible.

3.2.7 Summary

The proposed severance supports the goals and objectives of the Township's Official Plan by representing an orderly and sustainable pattern of low-density rural development. The proposal is consistent with the character of the surrounding area and compatible with surrounding land uses. An expansion of municipal infrastructure will not be required, and the characteristics of the proposed severed and retained lots exceed minimum lot frontage and area requirements and satisfy the rural lot creation criteria. The proposed severance conforms to the Township's Official Plan.

3.3 Township of Ryerson Comprehensive Zoning By-law 56-14

The Township’s Comprehensive Zoning By-law 56-14, implements policies of the Township’s Official Plan and it has been reviewed in consideration of the proposed severance application.

3.3.1 Rural (RU) Zone Requirements and Permitted Uses

The subject property is in the Rural (RU) zone where, in accordance with Section 4.1, Table 4, of the Township’s Zoning By-law, numerous residential and non-residential uses are permitted, including a detached dwelling as is proposed on the severed lot and as exists on the retained lot.

Section 4.1, Table 5, of the Zoning By-law specifies that the minimum lot frontage and area for residential lots in the RU zone is 100 metres and 1 hectare, respectively. As noted previously and as is shown in Table 2 of this report, the proposed severed and retained lots both exceed these minimums.

In the RU zone, the permitted main uses are determined based on the size of a lot. More specifically, given that the retained lot has an area of greater than 10 hectares and the severed lot has an area of less than 10 hectares, numerous additional non-residential main uses are permitted on the retained lot compared to the severed lot. It would therefore appear that the proposed severance will result in a decrease in the potential intensity of use on the subject lands, which is beneficial from a rural character perspective in this area. It should also be noted that single detached dwellings are the only proposed main uses on each of the lots. A comparison of the permitted and proposed main uses is provided in Table 3.

Table 3: Comparison of Permitted and Proposed Main Uses on Proposed Severed and Retained Lots

Permitted Uses		Proposed Uses	
Severed Lot	Retained Lot	Severed Lot	Retained Lot
<ul style="list-style-type: none"> • Single Detached Dwelling • Semi-Detached Dwelling • Duplex Dwelling 	<ul style="list-style-type: none"> • Single Detached Dwelling • Semi-Detached Dwelling • Duplex Dwelling • Agriculture • Conservation • Equestrian Facility • Farm Produce Sales Outlet • Forestry Use • Hunt Camp • Kennel • Veterinary Clinic • Wayside Pit or Wayside Quarry 	<ul style="list-style-type: none"> • Single Detached Dwelling 	<ul style="list-style-type: none"> • Single Detached Dwelling

The proposed severance complies with the Township’s Comprehensive Zoning By-law.

4.0 CONCLUSION

The submitted consent application proposes to sever the subject property to create one vacant severed lot and one retained lot that is developed for residential purposes. Both lots have road frontage and gain access from Starratt Road, which is a year-round maintained Township road.

The proposed severed and retained lots are forested and a review of available mapping has not identified natural features in proximity to the proposed development envelope on the severed lot. The subject lands are located in an area characterised by residential development along Starratt Road, with properties remaining predominantly naturally vegetated.

In accordance with the PPS, the proposed severance will facilitate locally appropriate residential development that can be sustained by rural service levels and is compatible with the rural landscape. In accordance with the Township's Official Plan, the proposed severed and retained lots are appropriately sized and future development on the severed lot will be sufficiently set back to ensure the area's traditional development pattern and character will be maintained.

The proposed severed and retained lots exceed the minimum lot frontage and area requirements of the Township's Comprehensive Zoning By-law and the applicant's preferred location for the construction of a future dwelling on the severed lot exceeds the minimum front yard setback requirement.

The proposed severance is consistent with the PPS, conforms to the Township of Ryerson Official Plan, and complies with the Township's Comprehensive Zoning By-law. The proposal represents good planning.

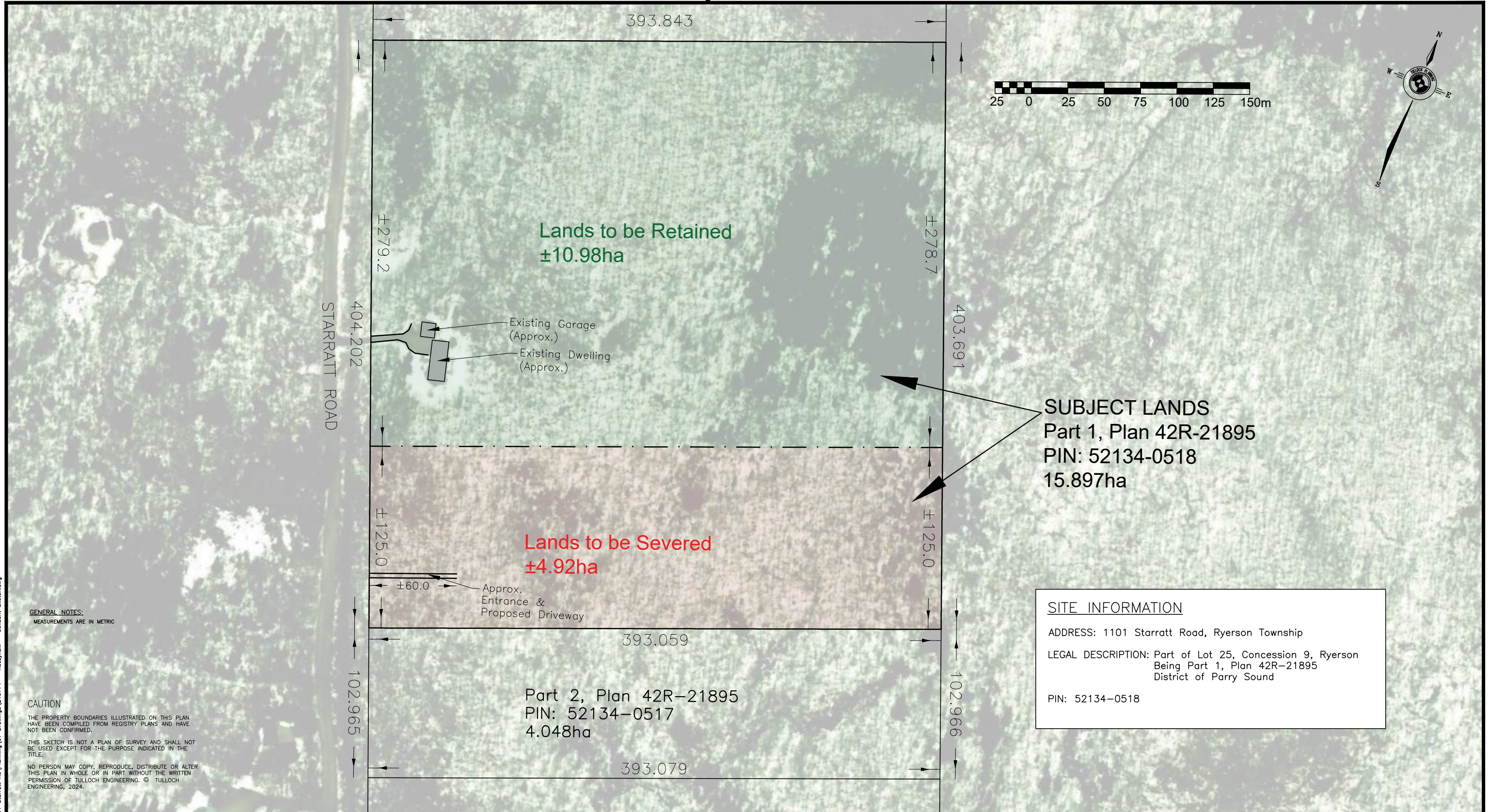
Respectfully submitted,



Sam Soja
Senior Planner | Project Manager
(705) 474-1210 ext. 453
sam.soja@tulloch.ca

APPENDIX 'A'

Consent Sketch



GENERAL NOTES:
MEASUREMENTS ARE IN METRIC

CAUTION
THE PROPERTY BOUNDARIES ILLUSTRATED ON THIS PLAN HAVE BEEN COMPILED FROM REGISTRY PLANS AND HAVE NOT BEEN CONFIRMED.
THIS SKETCH IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSE INDICATED IN THE TITLE.
NO PERSON MAY COPY, REPRODUCE, DISTRIBUTE OR ALTER THIS PLAN IN WHOLE OR IN PART WITHOUT THE WRITTEN PERMISSION OF TULLOCH ENGINEERING. © TULLOCH ENGINEERING, 2024.

SITE INFORMATION
ADDRESS: 1101 Starratt Road, Ryerson Township
LEGAL DESCRIPTION: Part of Lot 25, Concession 9, Ryerson Being Part 1, Plan 42R-21895 District of Parry Sound
PIN: 52134-0518

F:\2024\240771_Kaczynski Consent 1101 Starratt Rd\Planning\07 Drawings\240771 - Kaczynski - Consent Sketch.dwg

No.	DATE	BY	ISSUES / REVISIONS
2	2024/08/08	MDJ	Add Entrance
1	2024/04/23	MDJ	First Issue



T: 705-789-7851
huntsville@tulloch.ca
80 MAIN ST W
HUNTSVILLE, ONTARIO
P1H 1W9

DRAWING:
CONSENT SKETCH

PROJECT:
**Kaczynski - Consent to Sever
1101 Starratt Road
Ryerson Township
District of Parry Sound**

DRAWN BY:
MDJ
SCALE:
1:2500

CHECKED BY:
SS
DATE:
Aug 8, 2024

PROJECT No. :
240771

November 4, 2024

Planning Review – Kaczynski – Consents – B-046/24

Southeast Parry Sound District Planning Board

Application

Application for one consent has been made to the Planning Board for one new “rural” residential building lot and retaining one residential building lot.

Location

The subject lands are in Part Lot 25, Concession 9, in the Township of Ryerson, specifically described as Part 1 on Plan 42R-21895. The lands are generally located fronting on the east side of Starratt Road, as shown on the key plan on the notice of application. It is municipally known as 1101 Starratt Road.

Background

Overall, the subject lands consist of about 404.2m (1,326.1 feet) on Starratt Road and about 15.9ha (39.28 acres) of lot area. The land presently has a dwelling and a garage.

The proposed severed lot will consist of about 125m (410.1 feet) frontage on Starratt Road and about 4.92ha (12.15 acres) of lot area. It is presently vacant.

The proposed retained lot will have about 279.2m (916 feet) frontage on Starratt Road and will consist of about 10.98ha (27.13 acres). It presently has a dwelling and a garage.

Northern Ontario Growth Plan

No concerns.

Provincial Policy Statement (PPS) 2024

The subject lands are identified as Rural. The proposal is to create one new vacant “rural” residential building lots and retaining one developed rural residential building lot.

Chapter 2.6.1. states “**On rural lands located in municipalities, permitted uses are: c) residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services;**

The proposal is to create one new rural residential building lot. Confirmation from the North Bay Mattawa Conservation Authority would be required to ensure the land is suitable for the intended single detached residential development.

Chapter 4 of the PPS is entitled the Wise Use and Management of Resources and primarily deals with the environmental health including fish habitat, deer wintering yards, wetlands, wildlife including species at risk, ground/surface/lake water, streams, agriculture, aggregate and archaeology of an area.

Chapter 5 of the PPS is entitled Protecting Public Health and Safety and addresses the health and safety issues and property damage that could result from natural and man-made hazards. Primarily this section deals with flooding, contaminated sites, and mining/petroleum operations.

I have reviewed Schedules "A" land use designations and "B-2" natural features of the Township's official plan. There are no known natural heritage features, except an area of potential mineral aggregate covering what appears to be a portion of the proposed severed lands. With respect to the potential aggregate it seems to blanket many properties and there are many homes in the area, so operating/expanding in the area would not be compatible with the surrounding area.

I have reviewed the 2024 PPS and find that this proposal is consistent.

Township Official Plan

The subject lands are designated Rural.

Section 4.1.4 states of the Township of Ryerson official plan states **"Development Policies Lot areas and frontages will be sufficient to retain the traditional development pattern and character of the area in which the development is proposed. In this regard, the following provisions apply:**

- i) lot frontages will not be less than 60 metres (200 feet) nor lot areas less than 1.0 hectares (2.5 acres); and,**
- ii) a variety of larger lot areas and frontages will be encouraged in any development proposal to enhance the rural character of the Township."**

The frontages and areas of the proposed lots exceed these minimum requirements.

This section continues to state **“In general, applications for new lot creation will be subject to the following criteria:**

- i) a maximum of 4 lots (including severed and retained parcels) may be created per original 40 hectare (100 acre) parcel, provided that the average lot area is 10 hectares (25 acres), the average lot frontage is 100 metres (330 feet) and the minimum lot area is not less than 1.0 hectares (2.5 acres);**
- ii) on parcels of land that are smaller than 40 hectares (100 acres), the maximum number of lots created shall be determined on the basis of an average lot area of 10 hectares (25 acres) and an average lot frontage of 100 metres (330 feet);**
- iii) lots may be considered on smaller parcels of land provided the lot frontage is not less than the average frontage of lots on the same side of the road as the proposal;”**

The subject lands are less than 40ha so it would appear to fall under section ii) of the above noted policy and reinforced in the Planning Justification Report, submitted with the application.

The proposal is for one new vacant rural residential building lot and a retained lot that are intended to have a minimum of 125m frontage, with the average of 202m well more than the average required of 100m/lot under the Township’s official plan. The minimum lot size is 10ha and the average lot size under this proposal is 8ha, which is marginally under the minimum requirement of 10ha of lot area.

While the proposed lots are marginally deficient in lot area under section ii) above, the policy states in “general” which allows some flexibility and is not prohibitive. The proposed lots are very large and they more than meet the minimum lot frontage requirements. Frontage establishes density. The idea being that every 100m a new home would be established. As such these same lots could be created if there was only 100m each which would be a higher density than what is proposed. In essence by having large frontages, it spreads out the development so there will be less visual impact than following the minimum frontage requirements. The proposal would conform to the intent of the official plan.

Section 6.9 Lot Creation states **“The preferred method of land division in the Township will be by means of consent.”** The proposal for one new lot by severance is following the direction of the plan as the primary form of development. In fact, by creating a new lot, it will assist the tax base in paying for municipal maintenance that is already occurring along Starratt Road.

This policy section also indicates that new lots must have frontage on a year-round publicly maintained road and proper site lines. The lots front on and have access from Starratt Road, which is a year-round maintained road. A condition can be imposed on the severance decision requiring that a suitable entrance be approved by the Township.

The official plan states **“Lot creation should incorporate the following design considerations:**

- i) the lots will maintain the character of the area in which they are being developed;**

The lots are located where there are other rural lots.

- ii) the physical features of the property will be maintained and major earth moving projects will be discouraged;**

The proposed lots large and can quite comfortably accommodate the intended residential. There are no physical features limiting development on this site.

- iii) if the property subject to a consent application is located partially or completely within a Natural Feature area shown on Schedule B1 or B2 or in another natural feature discussed in Section 5, specific measures may be required to protect the natural feature(s) on, or in the vicinity of, the site;**

There are no known natural heritage features.

- iv) the lots shall have sufficient area to accommodate an on-site sewage disposal system and a potable water supply;**

The lots consisting of about on average 8ha should have ample area for a septic system.

- v) entrances shall not create a traffic hazard; and,**

This can be addressed by imposing a condition that the Township's Public Works is satisfied there is an adequate location for an entrance.

- vi) the appearance of a continuous row of residential development will be discouraged.**

There will be only 1 new house, along Starratt Road. This spreads out the visual impact considerably when looking from the roadway. The lot being a minimum of 4.9ha (12 acres) and large frontages would be considered limited density.

Section 6.9.1 states "**Consent. In addition to specific land use policies, the following criteria shall be applied to the creation of lots by consent:**

- i) Council shall establish that a plan of subdivision is not required for the proper and orderly development of the land;**

This is an application for one new residential lots. There is no need for a plan of subdivision.

- ii) the intent and purpose of the Official Plan and Zoning By-law must be maintained;**

The proposed lots conform to the intent of the official plan and comply to the zoning by-law.

- iii) the lot should be reasonably well proportioned, of regular shape and dimension, and must be of sufficient size and configuration to be serviced by private on-site water and sewage disposal systems;**

The lots are generally well shaped, evenly proportioned and dimensioned. There should be no issue with respect to the provision of being capable of supporting a septic system.

- iv) the lot must front on an existing year-round publicly maintained Township road, except as otherwise permitted in the Shoreline designation;**

The subject property fronts on a year-round maintained road.

- v) the lot shall not create a traffic hazard to sight lines, curves, or grades of existing development, as set out in accepted traffic engineering standards; and,**

This can be addressed through a condition on the consent.

This section further states **“Severances will not be considered where the creation of a new lot may:**

- i) be subject to the danger of flooding, erosion, steep slopes, high water tables or other physical hazard;**

None were identified on the official plan schedules

- ii) have a negative impact on natural features and environmentally sensitive areas of surrounding lands; or,**

The creation of one new dwelling, septic and driveway has limited disturbance on the lots.

- iii) be in proximity to extractive industrial operations**

There are no extractive industrial operations located in proximity.

I have reviewed the Township of Ryerson official plan, I conclude that proposal conforms.

Zoning By-Law

The existing zoning is Rural (Ru).

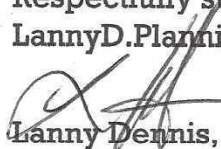
The minimum frontage for a new residential lot or rural lot in the Ru zone is 100m (328 feet) and the minimum lot area for a new rural lot is 10ha (24.7 acres) or rural residential lot in the Ru zone is 1ha (2.47 acres). The proposed severed and retained lots comply with the existing Ru zoning for frontage and area. Therefore, a rezoning is not required.

Recommendation

Having reviewed the Township's official plan and zoning by-law and the 2024 PPS, I recommend consent application B-046/24 be approved with standard conditions including confirmation from the Township's Public Works Foreman that there is a satisfactory entrance, amongst others.

Respectfully submitted.

Lanny D. Planning


Lanny Dennis, President
MCIP, RPP

RE: 32724-000 - Ryerson - Pre-Consultation Request - 1101 Starratt Road – Kaczynski

From: Tara Michauville <tmichauville@jlrichards.ca>

Sent: Thursday, July 4, 2024 8:00 AM

To: Nancy Field <clerk@ryersontownship.ca>

Cc: Sam Soja <sam.soja@tulloch.ca>; Alison Bucking <abucking@jlrichards.ca>

Subject: RE: 32724-000 - Ryerson - Pre-Consultation Request - 1101 Starratt Road - Kaczynski

Nancy,

Thank you for sending the preliminary report from Sam.

After a detailed review of the Official Plan policies, the proposed consent and report, we are of the opinion that an Official Plan Amendment may not be required subject to the submission of a formal consent application which demonstrates through a Planning Rationale how the lot creation criteria in policy 4.1.4 paragraph 3 of the Official Plan are generally satisfied and how the application ensures the continued protection of the dispersed rural character. In particular, further discussion on policy 4.1.4, paragraph 3, section ii) will be required.

Please let us know if you have any questions.

Thank you,

Tara.



Tara Michauville, M.Sc.
Planner

501 - 555 Oak Street East
North Bay, ON, P1B 8E3

Work: [249-506-0347](tel:249-506-0347)
tmichauville@jlrichards.ca



Councilor Report

To: Ryerson Township Council

From: Councillor Patterson

Date of report: Monday 4, 2024

Topic: Part Time employees

Report Presented: November 12, 2024

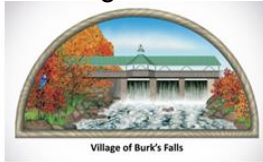
Importance to the Township of Ryerson:

Both 2018-2022 and 2022-2026 councils agreed that to keep highly qualified employees we needed to find creative solutions. This led to a wider, and wiser use of part-time employees. During our last council meeting there was some uncertainty as to how some of our part-time employees were paid.

Part-time employees for Ryerson Township are paid for the hours they log while working for Ryerson Township.

Some of our employees are employed by Ryerson Township and another municipality. These employees keep a detailed time log that includes work completed for Ryerson Township while they are present in the Township and when they are elsewhere. This log allows them to complete the necessary work without being physically present in the Township. They can take phone calls, attend virtual meetings, reply to emails, etc. and just bill Ryerson for the time they have spent doing Ryerson Township business.

Council members and rate payers can be assured that all employees are paid only for the hours they have contributed, specifically on behalf of Ryerson Township.



COUNCIL REPORT SEPTEMBER 2024

Budget & Financial – Attachment A – TO BE REVIEWED AT TRI COUNCIL

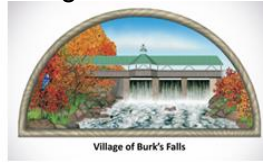
- 2024 Projected Year End and Draft 2025 for discussion and review.
 - Reached agreement with Circular Materials. Offer of compensation reflected in draft budget. (Monthly compensation reviewed and service agreement signed)
 - Residential Depot Operations Agreement attached for review and discussion. (Available upon request)
- Ten Year Capital Plan – Landfill & Recycling
 - Reduced CAT 816F – Landfill Compactor – rebuild postponed review and cab repair scheduled for 2025. (Revised to \$100,000 vs \$600,000, final adjustment in January 2025)

Landfill Operational Review

- Landfill Utilization for 2023 – 1,251.4 cubic meters received, leaving 13,924.3 cubic meters of airspace. Annual rate of disposal (1,500 m³) = 9 years life expectancy. (Awaiting drone report for 2024 – expect prior to TRI Council)
 - Capital project scheduled for 2026 – Landfilling mining
- Completed shredding of existing mattress stockpile and relocated shredded material to landfill. Shipped first load to Recyc-Mattress Inc., anticipate second load out before end of October. 210 units recycled in 2024.

For Discussion & Approval

- **Operational issues** regarding neighbouring municipalities. Residents from other municipalities showing up at our site on Thursdays as their own landfill/transfer station is closed. **Recommend** switching closed days to Wednesday & Thursday to align with neighbouring municipalities. (Collect data, develop a survey, discuss at TRI Council)
- **Short-term rentals** sending renters without passes or information on sorting and cost. Letter will be drafted, signed by waste management and bylaw enforcement to inform those property owners that do not participate in the pass program. Site staff have been identifying properties by requesting address from the renters that show up without information.
- **Contractor Authorization Form** – Recommending a form for contractors to deposit waste on behalf of property owner. Similar to the other issues, contractors come to us as other sites are closed, easier to dump into landfill than container.
- **Short staffed** – full time employee still on medical leave. May consider temp to cover weekends for 2025.

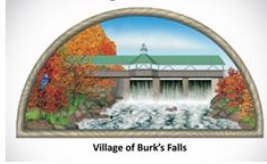


COUNCIL REPORT SEPTEMBER 2024

DIVERSION PROGRAMS 2024

DIVERSION PROGRAMS	September 1, 2024	2023	2022
E-Waste & Batteries	15.435 mt = \$2,315	20.88 mt = \$3,131	19.12 mt = \$2,917
	0.52 mt = \$78	0.960 mt = \$145	0.412 mt = \$62
Tires	Unavailable	Unavailable	Unavailable
Bulbs & Tubes	0.255 mt = \$38	1,734 units	2,859 units
Scrap Metal	26.52 mt = \$1,876	35.59 mt = \$2,140	28.51 mt = \$1,751
DIVERSION PROGRAMS	2021	2020	2019
E-Waste & Batteries	20.76 mt = \$3,114	19.40 mt = \$3,664	17.562 mt = \$3,512
	0.552 mt = \$0	0.693 mt = \$0	0.839 mt = \$0
Tires	1,301	4,035	556 = \$350
Bulbs & Tubes	2,263 units	2,196 units	2,659 units
Scrap Metal	44.87 mt = \$2,446	50.95 mt = \$2,808	11.59 mt = \$1,003

BLUE BOX	2024		2023		2022	
	Metric ton	Amount	Metric ton	Amount	Metric ton	Amount
PRODUCT						
OCC/OBB	48.81	\$8,765	51.09	\$5,321	61.58	\$10,616
Mixed Container	73.48	\$5,815	115.30	\$3,646	122.60	\$27,430
TOTAL	122.29	\$14,850	166.39	\$8,877	184.18	\$38,046
	2021		2020		2019	
PRODUCT						
OCC/OBB	61.63	\$10,506	81.14	\$6,368	44.55	\$2,502
Mixed Container	136.15	\$31,679	112.78	\$1,792	107.27	\$5,321
TOTAL	197.78	\$42,185	193.92	\$8,160	151.82	\$7,823



COUNCIL REPORT SEPTEMBER 2024

THREE YEAR AVERAGE TO PROJECT SEPTEMBER TO DECEMBER 2024

BAG TALLY	ARMOUR		BURKS FALLS	RYERSON		TOTAL OF ALL
January 2024	1,013	171	107	701	30	2,022
February 2024	1,032	117	116	617	19	1,901
March 2024	1,196	173	212	738	20	2,339
April 2024	1,331	150	145	855	27	2,508
May 2024	1,583	210	242	978	21	3,034
June 2024	1,616	271	246	1,092	66	3,291
July 2024	2,497	523	288	1,296	117	4,721
August 2024	2,427	813	248	1,563	175	5,226
September 2024	1,476	529	120	921	82	3,128
October 2024	1,401	523	127	842	84	2,977
November 2024	872	330	111	634	106	2,053
December 2024	996	478	120	666	82	2,342
TOTAL 2024	21,728		2,082	11,732		35,542
2024 % OF TOTAL	61.133%		5.858%	33.009%		100%
January 2023	956	178	130	631	34	1,929
February 2023	960	155	95	578	10	1,798
March 2023	1,185	116	100	681	17	2,099
April 2023	1,395	150	190	922	23	2,680
May 2023	1,541	163	140	864	0	2,708
June 2023	1,707	294	100	1,082	20	3,203
July 2023	2,589	486	246	1,277	128	4,726
August 2023	2,218	795	150	1,392	279	4,834
September 2023	1,344	594	228	821	108	3,095
October 2023	1,284	491	129	856	86	2,846
November 2023	870	145	147	678	140	1,980
December 2023	1,078	499	211	779	110	2,677
TOTAL 2023	21,193		1,866	10,561		34,575
2023 % OF TOTAL	61.296%		5.397%	33.307%		100%
January 2022	1,189	172	124	679	37	2,201
February 2022	983	78	180	569	6	1,816



COUNCIL REPORT SEPTEMBER 2024

March 2022	1,262	141	159	716	4	2,282
April 2022	1,353	117	146	789	1	2,406
May 2022	1,654	164	164	978	8	2,968
June 2022	1,912	243	151	1,152	15	3,473
July 2022	2,423	446	159	1,332	39	4,399
August 2022	2,068	565	116	1,241	53	4,043
September 2022	1,480	518	107	1,054	94	3,253
October 2022	1,480	525	140	844	104	3,093
November 2022	844	413	80	600	94	2,031
December 2022	899	478	70	579	72	2,098
TOTAL 2022	21,407	1,596	11,060	34,063		
2022 % OF TOTAL	62.845%	4.685%	32.469%	100%		

2024 TRI R WASTE MANAGEMENT BUDGET								
	Account #	Description	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 BUDGET ACTUAL	2024 BUDGET PYE	2025 DRAFT BUDGET
TRI R WASTE MANAGEMENT OPERATING REVENUE								
1	15-341-000	TRI R Landfill Tipping Fees	\$145,000	\$176,335	\$60,000	\$62,792	\$60,000	\$60,000
2	15-341-001	TRI R - 2023 Filters - Foodcycler	\$0	\$560	\$560	\$220	\$250	\$250
3	15-341-002	TRI R Landfill Tipping Fees - Municipal Payments	\$0	\$0	\$85,000	\$57,269	\$84,762	\$85,000
4	15-342-000	TRI R Recycling Sales (scrap, IC&I Cardboard)	\$15,000	\$11,108	\$15,000	\$16,402	\$16,402	\$8,000
5	15-344-000	TRI R Recycling Revenue - Sale of Blue Boxes	\$150	\$33	\$150	\$121	\$153	\$1,800
6	15-540-000	TRI R Govt. Grants Recycling Operating(ewaste rebate)	\$65,000	\$70,970	\$63,000	\$20,600	\$63,000	\$3,000
7		TRI R - Circular Materials Contract	\$0	\$0	\$0	\$0	\$0	\$47,000
8	TRI R WASTE MANAGEMENT TOTAL REVENUE		\$225,150	\$259,005	\$223,710	\$157,404	\$224,567	\$205,050
TRI R WASTE MANAGEMENT OPERATING EXPENDITURES								
9	16-451-000	TRI R - Salaries & Benefits	\$279,000	\$331,833	\$314,231	\$167,275	\$305,000	\$315,000
10	16-451-001	TRI R - Landfill Training, Health & Safety	\$3,000	\$1,843	\$2,000	\$752	\$2,000	\$2,000
11	16-452-000	TRI R - Landfill - Supplies	\$2,500	\$738	\$2,000	\$922	\$2,000	\$2,000
12	16-454-000	TRI R - Skid & Packer Fuel	\$4,000	\$8,391	\$8,000	\$4,477	\$8,000	\$8,000
13	16-455-000	TRI R - Insurance	\$7,000	\$7,266	\$7,900	\$8,373	\$8,373	\$9,200
14	16-455-002	TRI R - Audit & Accountant Fees	\$4,500	\$4,447	\$4,700	\$657	\$4,700	\$4,900
15	16-456-000	TRI R - Landfill - Hazardous Waste Disposal	\$3,500	\$2,375	\$2,000	\$1,335	\$2,000	\$1,500
16	16-460-000	TRI R - Landfill - Dozer/Site Maintenance	\$3,000	\$113	\$2,000	\$33	\$2,000	\$2,000
17	16-460-005	TRI R - Landfill - Contracted Services	\$6,000	\$5,363	\$4,000	\$9,601	\$9,601	\$4,000
18	16-461-000	TRI R - Landfill - Office & Advertising	\$2,500	\$1,323	\$2,000	\$551	\$1,000	\$2,500
19	16-461-001	TRI R - Landfill Bank Charges	\$2,500	\$3,453	\$3,500	\$2,297	\$3,500	\$3,500
20	16-462-000	TRI R- Payment in Lieu of taxes	\$3,800	\$3,639	\$3,800	\$3,668	\$3,668	\$3,800
21	16-464-000	TRI R - Landfill - Monitoring	\$20,000	\$24,207	\$24,000	\$11,154	\$22,000	\$24,000
22	16-465-000	TRI R - Landfill - Equipment Maintenance	\$30,000	\$8,063	\$30,000	\$23,013	\$27,000	\$30,000
23	16-475-001	TRI R - Recycling Training, Health & Safety	\$2,500	\$2,768	\$2,500	\$554	\$2,500	\$2,500
24	16-476-000	TRI R - Recycling - Freight	\$15,000	\$15,636	\$15,000	\$14,438	\$15,000	\$8,000
25	16-476-005	TRI R - Recycling - Processing Fee	\$30,000	\$31,556	\$32,000	\$19,866	\$32,000	\$2,500
26	16-477-000	TRI R - Recycling - Equipment Maintenance	\$20,000	\$9,195	\$15,000	\$13,913	\$15,000	\$5,000
27	16-478-000	TRI R - Recycling - Building Maint.	\$1,500	\$90	\$1,000	\$149	\$1,000	\$1,000
28	16-479-000	TRI R - Recycling - Promotion	\$0	\$0	\$0	\$0	\$0	\$0
29	16-480-000	TRI R - Recycling - Natural Gas	\$2,500	\$3,009	\$3,000	\$1,218	\$3,000	\$3,000
30	16-481-000	TRI R - Recycling - Hydro & Telephone	\$2,500	\$3,186	\$3,000	\$1,975	\$3,000	\$3,000
31	16-483-000	TRI R - Recycling - Supplies	\$2,000	\$1,847	\$2,000	\$1,643	\$2,000	\$500
32	16-484-000	TRI R - Recycling - Office & Advertising	\$2,500	\$3,400	\$2,500	\$0	\$1,000	\$0
33	16-486-000	TRI R - Recycling - Winter Maintenance	\$4,500	\$1,948	\$3,000	\$1,291	\$3,000	\$3,000
34	TRI R WASTE MANAGEMENT TOTAL OPERATING EXPENDITURES		\$454,300	\$475,690	\$489,131	\$289,152	\$478,342	\$440,900
35	TRI R WASTE MANAGEMENT NET OPERATING EXPENDITURES		\$229,150	\$216,685	\$265,421	\$131,749	\$253,775	\$235,850

2024 TRI R WASTE MANAGEMENT BUDGET								
	Account #	Description	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 BUDGET ACTUAL	2024 BUDGET PYE	2025 DRAFT BUDGET
TRI R WASTE MANAGEMENT CAPITAL REVENUE								
36	15-343-000	TRI R - Sale of Equipment - OLD COMPACTION BIN	\$0	\$1,200	\$0	\$0		
37	15-649-001	TRI R - Food Cycler Sales	\$0	\$0	\$0	\$0		
38	TRI R WASTE MANAGEMENT TOTAL CAPITAL REVENUE		\$0	\$1,200	\$0	\$0	\$0	\$0
TRI R WASTE MANAGEMENT CAPITAL EXPENDITURES								
39	16-489-003	TRI R - Landfill - Mattress Shred & Disposal	\$0	\$0	\$15,000	\$15,620	\$15,620	\$0
40	16-489-004	TRI R - Recycling - Compaction bins	\$15,000	\$12,000	\$0	\$0	\$0	\$0
41	16-489-005	TRI R - Recycling - Quonset Repair	\$0	\$0	\$15,000	\$0	\$15,000	\$0
42	16-489-006	TRI R - Landfill - CAT 816F Review and Repair	\$30,000	\$13,941	\$0	\$0	\$0	\$100,000
43	16-489-503	TRI R - Food Cycler (2022 Pilot) (2023 Filters)	\$0	\$490	\$0	\$0	\$490	\$490
44	TRI R WASTE MANAGEMENT TOTAL CAPITAL EXPENDITURES		\$45,000	\$26,431	\$30,000	\$15,620	\$31,110	\$100,490
45	TRI R WASTE MANAGEMENT NET CAPITAL EXPENDITURES		\$45,000	\$25,231	\$30,000	\$15,620	\$31,110	\$100,490
46	TRI R WASTE MANAGEMENT NET EXPENDITURES		\$274,150	\$241,916	\$295,421	\$147,369	\$284,885	\$336,340
47	TRI R WASTE MANAGEMENT CONTRIBUTIONS BY MUNICIPALITY		2023 budgeted 15% Plus % of Bags	2023 budgeted 15% Plus % of Bags Year End	2024 budgeted 15% Plus % of Bags	2024 budgeted 15% Plus % of Bags	2024 budgeted 15% Plus % of Bags	2025 budgeted 15% Plus % of Bags
48	Armour	15% of Net Expenditures	\$41,123	\$36,287	\$44,313	\$22,105	\$42,733	\$50,451
49	2023 total bags 34,575 - 21,193 = 61.296% OF TOTAL BAGS		\$94,761	\$83,619	\$99,595	\$49,682	\$96,043	\$113,390
50	TOTAL CONTRIBUTION		\$135,883	\$119,906	\$143,908	\$71,787	\$138,775	\$163,841
51	Burks Falls	15% of Net Expenditures	\$41,123	\$36,287	\$44,313	\$22,105	\$42,733	\$50,451
52	2023 total bags 34,575 - 1,866 = 5.397% OF TOTAL BAGS		\$7,064	\$6,234	\$8,769	\$4,374	\$8,456	\$9,984
53	TOTAL CONTRIBUTION		\$48,187	\$42,521	\$53,082	\$26,480	\$51,189	\$60,435
54	Ryerson	15% of Net Expenditures	\$41,123	\$36,287	\$44,313	\$22,105	\$42,733	\$50,451
55	2023 total bags 34,575 - 11,516 = 33.307% OF TOTAL BAGS		\$48,958	\$43,201	\$54,118	\$26,996	\$52,188	\$61,614
56	TOTAL CONTRIBUTION		\$90,080	\$79,489	\$98,431	\$49,102	\$94,920	\$112,065
57	TOTAL OF ALL CONTRIBUTIONS		\$274,150	\$241,916	\$295,421	\$147,369	\$284,885	\$336,340
58	Final 2023 Garbage bag count for total contribution by municipality. 2023 total bags = 34,575 (Armour = 21,193 (61.296%) Burks Falls = 1,866 (5.397%) Ryerson = 11,516 (33.307%))							

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**BURK'S FALLS, ARMOUR AND RYERSON MEMORIAL
ARENA
2025 DRAFT BUDGET**

October 15, 2024

Account #	Description	2019 Actuals	2020 Actuals	2021 Actuals	2022 Actuals	2023 Actuals	2024 Budget	2024 Actuals as of September 30	2025 Draft
1	OPERATING ACTIVITIES								
2	15-372 OPERATING REVENUE								
3	User fees, Sign Rentals	101,626	22,735	58,678	108,925	140,249	130,000	130,263	163,400
4	Concessions, Public Skate, Skate Sharpening	14,229	5,811	2,602	6,920	31,143	25,000	21,680	33,500
5	Donations/Other Revenue	236	285	202	3,700	500	300	500	300
6									
7	TOTAL OPERATING REVENUE	116,092	28,831	61,482	119,545	171,892	155,300	152,443	197,200
	OPERATING EXPENDITURES								
8	16-721 Arena-Wages & Benefits	177,640	113,806	111,321	193,052	227,061	255,600	186,168	261,922
9	16-723 Arena Bad Debt Expense	327	3,644	3,643	0	0			
10	16-724-1 Audit & Accounting	2,480	2,500	2,500	2,500	3,345	4,360	4,360	5,500
11	16-724-10 Insurance	21,983	24,894	24,894	35,445	39,218	43,778	45,096	48,595
12	16-724-2 Telephone	1,594	1,459	1,459	1,488	1,958	2,200	2,317	2,310
13	16-724-3 Hydro	49,069	23,648	23,648	51,145	58,278	58,301	39,137	61,220
14	16-724-4 Natural Gas	10,337	9,139	9,139	13,646	19,148	22,675	10,958	24,250
15	16-724-5 Water & Sewer	4,484	2,375	2,375	3,130	4,492	7,825	5,149	8,625
16	16-724-6 Ice Plant	14,209	4,524	4,524	21,878	10,769	19,575	19,712	19,575
17	16-724-7 Building Maintenance	40,006	15,936	15,936	19,925	20,727	25,000	19,396	26,500
19	16-724-8 Cleaning Supplies	3,443	1,680	1,680	3,169	6,216	6,400	5,957	8,500
20	16-724-9 Zamboni Maintenance, Fuel and Blade Sharpening	9,872	9,327	9,327	14,247	8,990	13,900	10,144	15,250
23	16-724-90 COVID related expenses		7,560	7,560					
21	16-724-91 Office supplies and uniform	1,845	2,791	2,791	5,660	5,361	6,500	6,065	8,000
22	16-724-92 Fire Safety	3,547	1,266	1,266	3,475	3,775	3,500	3,020	3,775
	16724+99 First Aid Supplies								500
23	16-724-93 Snow Removal	6,895	8,466	8,466	5,360	1,706	5,750	1,829	6,000
24	16-724-94 Elevator	1,432	1,165	1,165	2,355	1,657	2,945	1,708	3,100
25	16-724-95 Skate Sharpener	1,422	0	0	270	410	600	171	600
26	16-724-96 Booth Supplies	7,609	5,046	5,046	6,269	13,556	7,500	13,693	14,500
27	16-724-97 Training	4,324	270	270	1,162	2,288	4,500	2,075	4,500
28	80-123 to be recovered (I/S)-Telephone-Arena		1,343	1,343	0	0			
29	Capital: Telephone		0	0	0	0			
30	16-725-2 Interest on Telephone Capital Lease	61	25	25	0	0			
31	16-724-98 Ag-Society - Fall Fair Tents					3,956	4,500	4,856	5,000
32	TOTAL OPERATING EXPENDITURES	362,579	261,655	259,169	384,176	432,911	495,409	381,811	528,222
33									
34	NET OPERATING EXPENDITURES	246,487	232,824	197,687	264,631	261,019	340,109	229,368	331,022

NOTES

new rates effective Sept 1st
new rates effective Sept 1st
Cadets annual donation

Arena Revenue Budget Break Down

	2023	2024	2025
Ice Rentals	96,600	120,675	145,550
Hall Rentals	6,500	7,725	8,250
Sign Rentals	1,550	1,600	8,850
Floor Rentals			750
Public Skate	2,000	3,650	3,650
Skate Sharpening	900	1,350	1,350
Concessions	12,000	20,000	28,500
Donations	300	300	300
Totals	119,850	155,300	197,200

Add Defibrillator items every 5 years (\$750)

Account #	Description	2019 Actuals	2020 Actuals	2021 Actuals	2022 Actuals	2023 Actuals	2024 Budget	2024 Actuals as of September 30	2025 Draft
CAPITAL TRANSACTIONS									
35	15-372	CAPITAL REVENUE							
36				24,500	0	0	0	0	0
37					0	0	0	0	0
38		0	0	24,500	0	0	0	0	0
39									
40	16-725	CAPITAL EXPENDITURES							
41		0	1,552	34,334	64,258	109,900	134,250	95,813	
42									
									60,000
43									7,500
44									10,000
45									7,000
49									10,000
50									3,750
51									12,500
52									10,000
53									3,000
									14,000
									3,000
54									
55		0	1,552	34,334	64,258	109,900	134,250	95,813	140,750
56									
57		0	1,552	34,334	64,258	109,900	134,250	95,813	140,750
58									
59		246,487	234,376	232,021	328,889	370,919	474,359	325,181	471,772
60									
61	MUNICIPAL CONTRIBUTIONS								
62	15-672	83,572	77,340	88,867	109,630	123,640		108,394	157,257
63	15-6721	83,572	77,340	88,867	109,630	128,559		108,394	157,257
64		83,572	77,340	88,867	109,630	128,559		108,394	157,257
65		250,716	232,020	266,601	328,890	380,758		325,181	471,772

ARBF Memorial Arena
10 year Capital Plan

Department	Item	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Ice Plant	condenser cleaning			3,000		3,200		3,400		3,600	
	top end overhaul (6000 hours)									12,000	
	top end Rebuilds Compressor #1 & #2		5,000								
	Safety Valves Inspected/Replaced	4,500					5,000				
	Plate/Frame Chiller Regasket							35,000			
	Compressor #1 overhaul (6000 hours)									8,500	
	Compressor #2 overhaul (6000 hours)										8,500
	Compressor #1 Replacement				60,000						
	Compressor #2 Replacement			60,000							
	Compressor Oil Separators			10,000	10,000						
	Dehumidifier Replacement & Platform	65,000	50,000								
	Evaporator Condenser Replacement					130,000					
	Upgrade Relief Pipe/Stack/Size			7,500	7,500						
	Install Soft Starts										
Building	Structure report	4,000					9,000				
	Replace Gas Range in Kitchen				9,780						
	Replace Dishwasher				7,650						
	Floor Machine Scrubber			10,000							
	Automatic Zamboni Entrance Gate & Thresholds						50,500				
	Puck Board Upgrade/Ice Surface							60,000			
	Zamboni Roll Up Door Replacement			14,000							
	Battery Operated Edger & Lawn Equipment			7,000							
	Zamboni Replacement								145,000		
	Zamboni Rebuild	26,000									
	Zamboni Dynascrub (Board Scrubber)	6,500									
	Generator Repairs		10,000	12,500							
	Condensor Water Tank Level Control			3,750							
	Arena Roof									225,000	
	Zamboni/Compressor Roof		45,000								
	Remove and replace Lintel & Overhead Door Jams		7,500	10,000							
	Crack repairs in Floor Slab, washroom walls		3,500								
	Expansion Joints caulking										
	Remove and repair delaminating parging										
	Replace damaged masonry blocks			3,000							
	In depth inspection of Steel Members						12,000				
	HVAC Replacement						50,000	50,000			
	Compact Floor Scrubber										
	Lobby Washroom Rubber Flooring				6,500						
	Lobby Washroom Upgrades				8,000						
	Scoreclock		15,000								
LED Lighting Lobby & Washrooms				5,000							
Replace all Dressin Room Benches				22,000							
Totals		106,000	136,000	140,750	136,430	133,200	126,500	148,400	145,000	249,100	8,500

	A	B	U	W	X	Y	Z	AA
1	BURK'S FALLS AND DISTRICT FIRE DEPARTMENT							
2	2025 DRAFT BUDGET							
3	October 16, 2024							
4	Account #	Description	2022 Actual	2023 Actual	2024 Budget	2024 YTD (09/30)	2025 DRAFT BUDGET	Comments
6	OPERATING ACTIVITIES							
7	OPERATING REVENUE							
8	15-321	MVC	3,364	7,950	4,700	6,914	6,100	3-year average
9	15-321-01	Inspections	630	470	500	555	500	
10	15-321-03	Miscellaneous Revenue	41,014	8,516	3,500	2,910	3,500	Fines, burn permits
12	15-321-05	Fire Chief Shared Services	-	-	-	20,007	52,700	
14		TOTAL OPERATING REVENUE	45,008	16,936	8,700	30,386	62,800	
15								
16	OPERATING EXPENDITURES							
17	16-202	Vehicle Expense	29,198	16,275	28,800	13,463	32,000	
18	16-203	Equipment/Comm Repair	11,280	11,358	12,800	12,954	11,600	
21	16-206	Fire Prevention Supplies	3,514	3,319	5,100	2,497	5,600	
23	16-208	Training	35,414	8,902	13,400	8,380	14,600	
25	16-209	WSIB	6,869	6,479	9,400	4,700	10,900	
26	16-210	Response Wages	41,857	82,088	95,000	-	95,000	
27	16-211	Wages & Empl Related Costs	183,458	195,353	217,900	169,149	225,600	
28	16-212	Insurance	30,084	33,788	36,400	37,108	39,600	
29	16-213	Building Repair/Maintenance	2,621	2,576	4,000	1,671	4,000	
30	16-214	Office Expense	18,532	17,378	18,600	12,487	17,400	
34	16-215	Air Station Fill and Maintenance	1,350	765	1,000	190	1,000	
35	16-216	PPE	5,237	465	-	145	-	
36	16-217	New Equipment/Gear	42,791	22,178	43,500	17,740	44,700	Portable radios, bunker gear, helmets, boots, station wear
37	16-218	Miscellaneous	3,474	811	1,000	2,660	1,000	
38	16-219	Snow Removal	1,803	1,931	2,100	966	2,100	
39	16-222	Recharge Fire Extinguishers	359	379	500	136	500	
40	16-223	Radio License	1,565	1,672	1,750	1,745	1,800	Forecasted inflationary increase
41	16-224	Answering Service	1,286	1,286	1,350	-	1,350	
42	16-225	Legal	-	6,594	1,000	2,089	1,000	
43	16-226	Office Space Rental	3,242	3,242	3,242	2,431	3,242	

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	A	B	U	W	X	Y	Z	AA
1	BURK'S FALLS AND DISTRICT FIRE DEPARTMENT							
2	2025 DRAFT BUDGET							
3	October 16, 2024							
4	Account #	Description	2022 Actual	2023 Actual	2024 Budget	2024 YTD (09/30)	2025 DRAFT BUDGET	Comments
44	16-229	Audit/Accounting	3,911	4,818	4,100	(3,659)	4,200	Audit fees \$3,700 per contract + \$500 for external accounting
46	16-248	Defib/Medical Supplies	403	651	500	1,376	4,000	
47		TOTAL OPERATING EXPENDITURES	428,248	422,308	501,442	288,227	521,192	
48								
49		NET OPERATING EXPENDITURES	383,240	405,373	492,742	257,841	458,392	
50								
52	CAPITAL TRANSACTIONS							
53		CAPITAL REVENUE						
54	15-321-02	Donations	555	500	100	-	100	
56	15-328	Proceeds on sale of Capital Assets	-	-	10,000	10,000	-	
59		TOTAL CAPITAL REVENUE	555	500	10,100	10,000	100	
60								
61		CAPITAL EXPENDITURES						
62	16-221	Capital Purchase	273,286	8,805	719,400	747,453	1,480,200	
67		Debt Repayment						
68	16-212-1	Tanker Loan - interest	5,318	4,537	3,733	3,733	2,905	
69	16-212-2	Tanker Loan - principal	25,740	26,510	27,303	27,303	28,120	
70	16-212-3	Fire Hall Loan - interest	-	-	-	-	18,305	Interest on construction financing
71								
72		TOTAL CAPITAL EXPENDITURES	304,343	39,852	750,436	778,489	1,529,530	
73								
74		NET CAPITAL EXPENDITURES	303,788	39,352	740,336	768,489	1,529,430	
75								
76		NET EXPENDITURES	687,028	444,724	1,233,078	1,026,330	1,987,822	
77								
78	MUNICIPAL CONTRIBUTIONS							
79	15-621 A	Armour (47.84%)	328,674	212,756	589,905	490,996	950,974	
80	15-621 B	Burk's Falls (28.6%)	196,490	127,191	352,660	293,530	568,517	
81		Ryerson (23.56%)	161,864	104,777	290,513	241,803	468,331	
82			687,028	444,724	1,233,078	1,026,330	1,987,822	

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**BURK'S FALLS, ARMOUR AND RYERSON UNION PUBLIC LIBRARY
2025 DRAFT BUDGET
09-Sep-24**

Account #	Description	2022 Actual	2023 Actual	2024 Final Budget	2024 Year to Date at Sep 9/24	2025 Budget	Budget Increase (Decrease) vs. 2023 Actual	Budget Increase (Decrease) vs. 2024 Budget	Comments
1	OPERATING ACTIVITIES								
2	REVENUE								
3	GRANTS								
4	5-375-003 McMurrich/Monteith	2,589	2,589	2,589	0	2,589	0	0	
5	5-375-013 Gov't of Ontario annual funding	13,814	13,814	13,814	0	13,814	0	0	
6	5-375-015 Student Grants	1,800	1,860	3,000	5	2,300	440	(700)	Canada Summer Jobs grant budgeted re 1 summer student position for July and August 2025, based on approved 2024 grant.
	15-375-016 Federal YCW Grant	442	0	0	0	0	0	0	Applied for 2 student grants in 2024 but only received one.
10	5-375-018 Miscellaneous grants:	1,637	3,819	300	0	2,650	(1,169)	2,350	Internet Connectivity, ILL postage and Volunteer Income Tax Program grants in 2023. Status of connectivity grant for 2024 or 2025 is unknown. Budget = ILL (385) and Income Tax Program (2,265).
12	DONATIONS								
13	5-375-023 Donations - in house (Jar donations)	1,970	1,873	1,200	1,045	1,200	(673)	0	
14	5-375-025 Donations - Miscellaneous	11,600	462	0	0	0	(462)	0	Large in-memorium donation received in 2022.
15	5-375-027 Donations - Adopt-a-book	1,003	1,125	800	422	500	(625)	(300)	
16	5-375-029 Donations - Earmarked	1,000	1,000	0	100	0	(1,000)	0	
17	OTHER REVENUE								
19	5-375-043 Faxes sent	267	476	250	384	250	(226)	0	
20	5-375-053 Used book sales	1,624	1,426	1,000	412	800	(626)	(200)	
21	5-375-063 Photocopies	1,104	1,734	800	1,576	900	(834)	100	
22	Donations account interest	0	0	0	0	0	0	0	Any interest earned on bursary reserve is recorded directly as an increase in the reserve, with no net impact on the budget.
23	5-375-073 Investment interest	875	912	2,265	360	2,800	1,888	535	GIC earning 4.9% and is locked in until May 15/25. Assuming 3.0% at time of renewal.
25	5-375-083 Non-resident memberships	425	350	375	288	350	(0)	(25)	
26	5-375-093 Miscellaneous revenues	195	273	0	40	0	(273)	0	
27	5-375-103 Transfer from Bursary Reserve	333	300	0	0	300	0	300	Any bursary-related costs to be transferred from related reserve.
27	TOTAL OPERATING REVENUE	40,676	32,013	26,393	4,632	28,453	(3,560)	2,060	
28									

**BURK'S FALLS, ARMOUR AND RYERSON UNION PUBLIC LIBRARY
2025 DRAFT BUDGET
09-Sep-24**

Account #	Description	2022 Actual	2023 Actual	2024 Final Budget	2024 Year to Date at Sep 9/24	2025 Budget	Budget Increase (Decrease) vs. 2023 Actual	Budget Increase (Decrease) vs. 2024 Budget	Comments
29	OPERATING EXPENDITURES								
30	WAGES								
31	6-800-000 Salaries & Benefits	140,352	150,782	160,537	104,766	164,008	13,226	3,471	2025 budget is based on 3.0% CPI increase (most recently published per Bank of Canada at Sep 9/24). 2 NEW EMPLOYEES IN 2024
38	ACQUISITIONS								
39	6-800-002 Books	9,872	10,389	10,000	4,161	10,000	(389)	0	
40	6-800-001 DVDs	1,002	1,451	1,700	733	1,700	249	0	
40	6-800-003 Magazines	312	404	300	302	300	(104)	0	
41	FACILITIES								
42	6-800-012 Telephone	269	269	270	179	270	1	0	No change in current rate anticipated.
43	6-800-014 Hydro	1,902	1,767	2,080	984	2,140	373	60	3% inflationary increase budgeted for 2025.
44	6-800-016 Heat	711	755	988	452	1,020	265	32	3% inflationary increase budgeted for 2025.
45	6-800-018 Water	1,003	1,024	1,071	523	1,078	53	7	3% inflationary increase over current 2024 charge.
46	6-800-022 Cleaning supplies	159	526	400	94	400	(126)	0	
47	6-800-024 Weekly cleaning	2,465	2,650	2,200	1,700	2,650	0	450	
48	6-800-032 Insurance	2,600	3,443	3,723	3,595	3,700	257	(23)	3% inflationary increase over 2024 actual.
49	6-800-042 Repairs & maintenance	238	17	500	173	500	483	0	
50	6-800-052 Rent	6,991	7,201	7,417	5,563	7,640	439	223	Current lease agreement expires in 2024. Have budgeted a 3% increase for 2025.
51	ADMINISTRATIVE AND PROGRAM EXPENSES								
52	6-800-062 ILLO expenses re damaged books	0	0	50	0	50	50	0	
53	6-800-072 Computer support	739	203	1,000	105	1,000	797	0	
54	6-800-082 Program expenses	1,668	2,490	1,800	1,690	2,000	(490)	200	
55	6-800-084 Bursary Program	333	300	0	0	300	0	300	Bursary funded from bursary reserve created in 2016.
56	6-800-092 Training	580	796	1,600	771	500	(296)	(1,100)	Little Branches 2025 2-day conference
57	6-800-102 Bank charges	467	165	200	85	200	35	0	\$12.50 CAFT fees monthly + square deposit/non-recurring bank charges
58	6-800-112 Office & clerical supplies	2,248	2,571	2,000	2,124	2,000	(571)	0	2024 ytd includes 754 re new library cards
59	6-800-114 Postage	396	356	400	351	400	44	0	
60	6-800-122 Annual dues & licences	3,608	3,552	4,914	3,461	4,000	448	(914)	
61	6-800-132 Internet connectivity	1,343	1,343	1,343	1,247	2,016	673	673	Basic internet plus square connection (56/m) added in March 2024. No change in current rates anticipated.
62	6-800-142 Audit & accounting	3,779	6,876	4,300	7,186	6,795	(81)	2,495	Estimated Accounting (800) and Audit (6000).
63	6-800-152 Advertising	0	0	500	0	500	500	0	

**BURK'S FALLS, ARMOUR AND RYERSON UNION PUBLIC LIBRARY
2025 DRAFT BUDGET
09-Sep-24**

Account #	Description	2022 Actual	2023 Actual	2024 Final Budget	2024 Year to Date at Sep 9/24	2025 Budget	Budget Increase (Decrease) vs. 2023 Actual	Budget Increase (Decrease) vs. 2024 Budget	Comments
64	6-800-162 Miscellaneous expenses	151	595	500	309	500	(95)	0	
65	6-800-172 Contingency	0	0	500	0	500	500	0	
66	TOTAL OPERATING EXPENDITURES	183,190	199,925	210,293	140,554	216,167	16,242	5,874	
67									
68	NET OPERATING EXPENDITURES	142,513	167,912	183,900	135,922	187,714	19,802	3,814	
69									
70	CAPITAL TRANSACTIONS								
71	FROM OPENING SURPLUS								
72	5-375-001 Previous year surplus (deficit)	9,870	4,839	0	7,949	0			2024 year-end surplus, if any, to be transferred to bursary reserve (10% of prior year surplus up to \$300) and future needs reserve (balance of 2024 surplus)
74	5-375-105 Transfer from Future Needs Reserve	6,869	0	0	0	5,000			Transfer for 2025 budgeted capital expenditures.
75	TOTAL CAPITAL REVENUE	16,739	4,839	0	7,949	5,000			
76									
77	CAPITAL EXPENDITURES								
78	6-800-182 Capital purchases	13,623	0	0	10,939	5,000			New Library Building Project fund allowance omitted from 2025 budget. Budgeted for replacement of 5 public computers from future needs reserve.
	16-800-192 Transfer to Bursary Reserve	300	300	0	0	0			10% of prior-year surplus up to \$300
79	6-800-202 Transfer to Future Needs Reserve	11,110	6,298	1,839	0	0			Balance of prior-year surplus if any (after transfer to bursary reserve) to be transferred to reserve.
80	TOTAL CAPITAL EXPENDITURES	25,033	6,598	1,839	10,939	5,000			
81									
82	NET CAPITAL EXPENDITURES	8,294	1,759	1,839	2,990	0	(1,759)	(1,839)	
83									
84	NET EXPENDITURES	150,807	169,671	185,739	138,912	187,714	18,043	1,975	
85									
86	MUNICIPAL CONTRIBUTIONS								
87	5-375-009 Armour	59,099	67,780	70,432	70,432	71,181	3,401	749	
88	5-375-005 Burk's Falls	61,807	69,929	73,646	73,646	74,428	12,621	782	
89	5-375-007 Ryerson	34,740	39,911	41,661	41,661	42,105	7,365	444	
90		155,646	177,620	185,739	185,739	187,714	23,387	1,975	
91									2025 budget distribution will be based on January 1st 2025 membership count. Current budget is based on the 2024 membership count: BF 39.65% R 22.43% A 37.92%
92	OPERATING SURPLUS (DEFICT)	4,839	7,949	0	46,827	0			

**BURK'S FALLS, ARMOUR AND RYERSON UNION PUBLIC LIBRARY
2025 DRAFT BUDGET
09-Sep-24**

Account #	Description	2022 Actual	2023 Actual	2024 Final Budget	2024 Year to Date at Sep 9/24	2025 Budget	Budget Increase (Decrease) vs. 2023 Actual	Budget Increase (Decrease) vs. 2024 Budget	Comments
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PROPOSED OWNERSHIP & LONG-TERM FUNDING MODEL

Date: October 28, 2024

Purpose

To provide a shared ownership model for the former Burk's Falls Red Cross Hospital, now referred to as the Almaguin Highlands Health Centre (AHHC) located at 150 Huston Street in the Village. This essential medical facility currently receives no direct and ongoing healthcare infrastructure funding support from the Province of Ontario.

Background

Built as a full-service hospital in 1952, the facility operates as the de facto health care hub for all of the Almaguin Highlands, including the municipalities of Perry Township, Armour Township, Ryerson Township, McMurrich-Monteith Township, the Municipality of Magnetawan, the Town of Kearney and the Village of Burk's Falls.

The publicly owned and supported facility hosts X-Ray and Bloodwork laboratories that provide essential testing and diagnostic services for the entire district, with residents of Strong Township, Joly Township, Machar Township as well as the Village of Sundridge and the Village of South River also making use of its services.

Every district and centre in Ontario have their own health care infrastructure in the form of hospitals, healthcare centres or nurses' stations. Each receives support funding directly from the Ontario Ministry of Health for their facilities and buildings, but this is not the case for the Almaguin Highlands, which currently receive nothing.

For municipalities, the current *ad hoc* framework is not equitable and ultimately, not sustainable without first having, a) mutual agreements to reduce costs and create long-term efficiencies, and b) a plan to re-engage the provincial Ministry of Health in the areas of funding and administration not just locally but at a District Level.

Much work has been done by Village staff to bring this important issue forward and give local partnering municipalities a crucial starting point. The plan intends to re-establish a publicly owned and administered health care infrastructure for all the people of the Almaguin Highlands based upon the current, robust and much-loved facility at 150 Huston Street.



Improvements & Long-Term Planning Efficiencies

The Almaguin Highlands Health Centre (AHHC) hosts numerous services within the building that feature subsidized low-rent or no-rent agreements. These services, such as social services counselling and the area Food Bank, are essential to keep the communities and residents healthy. Part of the funding model must accommodate such agreements and this requires a whole new approach for the management and maintenance of the facility.

One of the first steps to manage the building in a more efficient way, the Village secured a full-time property manager with commercial/industrial experience to oversee the building. The next step, a complete maintenance assessment was undertaken with careful inspections made of all infrastructure conditions, including lifespan projections of equipment.

In addition, to this professional-level facility management, more potential rental space on the second floor was made available to private businesses. Currently, there remains no unrented space in the building, something that greatly improves the overall financial viability of the facility.

In early 2023, the Village of Burk's Falls distributed a selection of possible shared funding proposals to our municipal neighbours and invited comments, but the results were mixed and no clear solution presented itself. This presentation is intended to provide a new strategy on moving forward with sustainable health care infrastructure in the Almaguin Highlands, especially until such time that formal ongoing funding support can be secured from the province.

Future

To best manage future infrastructure operations at the Almaguin Highlands Health Centre, Village Council directed staff to identify a plan that could address current demands and proactively assess the current state of the structure (including its internal mechanical systems) towards providing a comprehensive shared ownership model.

Most importantly, this model would also have to provide a clear, transparent and realistic process for financing the funding required to see this facility far into the future while simultaneously providing long-range clarity on financial requirements for each municipality.



Analysis

The Village's historical budget for the Almaguin Highlands Health Centre (AHHC) included combined revenue and expenses for all the buildings/services at 150 Huston Street including the Medical Building (Pharmacy) and EMS building.

To provide a fair representation of the expenses and revenue generated at the Almaguin Highlands Health Centre (AHHC) for 2023, transactions not associated with the health centre building have been manually removed. The AHHC has operated in a deficit year after year as identified in figure 1.

Figure 1.

YEAR	2023	2022	2021	2020	2019
REVENUE TOTALS	\$117,922.68	\$167,280.44	\$167,189.33	\$154,930.79	\$156,442.25
EXPENSE TOTALS	\$171,400.94	\$193,308.85	\$191,007.55	\$191,096.38	\$222,278.36
DEFICIT/SURPLUS	<u>-\$53,478</u>	<u>-\$26,028</u>	<u>-\$23,818</u>	<u>-\$36,166</u>	<u>-\$65,836</u>

Next Steps

Council instructed staff to identify a plan that could provide an ownership model for Municipal partners.

The shared ownership plan would sever the property entirely from its current block and create its own entity. This ownership plan will include the buy-in from municipal partners issuing equal shares of the building at 0% interest.

The current assessed value of the structure and property is established at \$1,000,000 (assessment provided by Parry Sound Muskoka Appraisals Ltd.). In an effort to reduce the immediate financial burden, partnering municipalities will be able to purchase shares at 0% interest and repayment terms that match their financial requirements.

New AHHC board

The participating municipalities would then create a non-profit Board possibly consisting of 2 municipal representatives per partner. This Board would then create and approve an MOU for committee operations and shape the future governance of the facility, not limited to operations and revenues but also as full partners in future health care development.



Building infrastructure

To keep the annual budget and future budget impacts to a minimum, an analysis was undertaken with the assistance of the 2021 Tacoma Engineer Inc. property condition assessment report. The analysis identified a list of major repairs requiring attention. The Village is proposing to secure a loan once a Board of participating municipalities has been formed to address the required infrastructure needs

An estimated amount of \$500,000 would be sufficient to cover the expenses. In every aspect of a project some repairs could be deferred to the future, thus lowering the initial loan.

(see page 7. for Capital projects listings)

Financing Consideration:

The current rates at the time of this report are 4.19%.

- \$500,000 annual repayment 20 years = \$36,962
- \$400,000 annual repayment 20 years = \$29,569

Figure 2. (See page 5) Estimated 2025 budget impacts with consideration given to a financing option of \$500,000.00 and an annual reserve contribution of \$10,000.

The proposed plan is based on the buy-in from 10 local municipal partners. If all participate in the plan the annual contribution would be estimated at \$3,626 per municipality based on the 2025 net surplus/deficit in Figure 2, plus their share of the ownership cost.

The estimate is based on all capital projects being completed and all partners being included for this estimate. Variations of the plan will change the annual cost based on participation.



The Municipality of the
VILLAGE OF BURK'S FALLS

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Figure 2.

AHHC BUDGET

Revenues-Health Centre	2025	2024 As of Aug 31	2023
Health Centre Rental Revenue	128,203	117,406	113,409
Health Centre-Donations			
Health Centre-Other Revenue		4,513	4,513
Municipal Contributions			
Loan Proceeds	500,000		
Total Revenues-Health Centre	628,204	121,919	117,922
Expenditures-Almaguin Highlands Health Centre			
Health Centre Wages & Benefits	52,000	40,047	44,153
Hydro	25,000	10,355	23,975
Natural Gas	7,650	3,078	7,426
Cleaning Materials	4,000	3,755	3,162
Janitorial Contract	0	18,000	45,000
Pest Control	800	617	734
Water & Sewer	2,400	1,051	2,294
Insurance	11,500	10,486	9,392
Snow Removal	3,000	1,540	2,848
Capital Expense			7,467
Elevator R&M	2,000	5,809	1,962
Building Maintenance	5,000	24,452	19,117
Property Taxes	4,156	4,012	3,872
Renovation Costs	500,000		
Health Centre 2025 Loan Interest Payments	36,962		
Health Centre Reserve	10,000		
Total Expenses-Almaguin Highland Health Centre	664,468	123,203	171,401
Net Surplus/ Deficit	-\$36,264.40	-\$1,284.54	-\$53,478.47



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Summary

This plan represents an important development for each of our municipalities in that it moves to better secure and house the essential healthcare services our residents expect over the long-term. And, perhaps most significantly, it could represent the first essential step towards the formal establishment of a district-level Almaguin Highlands Health Cooperative, creating a formal and provincially funded administrative office to professionally administer health care in the Almaguin Highlands.

Impressive work has been done by Armour Township Mayor Rod Ward and the entire Health Council towards reinforcing our essential health care services, but these services also require a professional office or dedicated building. The cost of replacement of 150 Huston Street would be staggering, whereas the cost to reinforce and build upon the legacy we have been granted is a mere fraction. The economic arguments for cooperative shared ownership make excellent sense.

The time has come to place our healthcare infrastructure spending in a more stable framework. If we look ahead, there is no reason why the combined communities of Almaguin cannot argue as one for annual, sustained community health care infrastructure funding.

By joining forces together to create a workable, realistic shared ownership plan for the Almaguin Highlands Health Centre, and showing that we can cooperate at this level, our combined voices will be heard further and resonate with more health care decision makers at Queen's Park until such point that we once more receive equivalency in funding and organization.

HEALTH CENTRE CAPITAL PROJECTS

Timeframe*	Priority Initiative	Status	Anticipated Completion	Resources		
				Project Cost	2025 Budget Allocation	Future Years Allocation
Ongoing	Painting			\$ 9,500.00		
	Misceleanous			\$ 3,000.00		
Immediate-Term	Establish New Hospital board			\$ 5,000.00		
	Survey			\$ 5,000.00		
	Severance			\$ 2,500.00		
	Appraisal			\$ 2,500.00		
	Shareholder agreement			\$ 15,000.00		
	Fire panel			\$ 19,000.00		
	Fire pump controller			\$ 16,000.00		
	Boiler/ Plumrx			\$ 1,900.00		
	Relining of sewer pipe			\$ 16,000.00		
	Building split (rear)			\$ 3,665.00		
	Baseboard Heaters			\$ 6,000.00		
Short-Term	Weeping Tiles			\$ 70,000.00		
	Insulation roof			\$ 83,000.00		
	Security System{estimated}			\$ 20,000.00		
Medium-Term	Windows			\$ 107,000.00		
	flooring			\$60,550.00		
				\$ 445,615.00		

Good afternoon,

I am looking to organize another training event through the *District of Parry Sound Municipal Association*, and I'd like to gauge interest in hosting a **Land Use Planning Workshop for Elected Officials**. This topic was suggested as the AMO sessions often fill up quickly, limiting opportunities for our Municipalities to send members of Council.

This proposed workshop would be especially beneficial for newer Council members, though it could also be a valuable refresher for more seasoned members of Council. It offers a great opportunity to exchange experiences, insights, and address common challenges together.

Workshop Overview: Land Use Planning Foundations

Instructor: Cathy Brown (through AMO)

Duration: 3 hours

Topics to be covered:

- Hierarchy of legislation
- Tools available to elected officials, including Zoning By-laws, Official Plans, Site Plan Control, etc.
- Key stakeholders (developers, residents, Planning Boards, the Ministry, OLT, etc.)
- Overall planning process, including application completeness, public notice, meetings, and appeal periods
- Group walkthrough of a scenario

Cathy would like an understanding of our regional planning practices, so if two Planners and/or Planning staff members, one representing the East and one the West side of the District, would be interested in speaking with her and be present at the event to provide valuable local context, it would be greatly appreciated!

Timing: We're aiming to schedule the training in February or March 2025, with the specific date and location to be determined.

Cost: The exact cost will be determined based on the number of participants. AMO's virtual workshop is approximately \$200 per person as a reference. My goal is to keep this event as cost-effective as possible.

I've sent this email primarily to the Clerks of our member Municipalities—please feel free to forward it to your planning staff. While Cathy has tailored this training mainly for elected officials, staff members are more than welcome to attend as well. If you could provide an estimate of participants from your Municipality who would be interested in attending within the next few weeks, that would be great!

If you have questions or would like to suggest an additional topic for Cathy to cover, please let me know.

Thank you,

Karlee Britton | Clerk/Administrator
Township of McKellar

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827 Chetwynd Road
Armour Township

Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

MINUTES
Burk's Falls & District Historical Society
Fell Homes, Burk's Falls
Monday, October 21, 2024

Members Present: Diane Brandt – President
Charlene Watt – Deputy Treasurer/Secretary
George Sterling
Jarv Osborne
Nieves Guijarro
Peter Hall
Kirk Du Guid
Barry Burton
Ryan Baptiste

The Members present constituted a quorum.

Call to Order:

The meeting was called to order at 7:05 p.m.
Diane Brandt in the Chair.

Welcome:

Diane welcomed Members. Regrets from Jenny Hall, Treasurer and Krista Trulsen, Vice-President.

Approval & Amendments of the Minutes of the Last Meeting:

Acceptance and adoption of the September 16, 2024 Meeting Minutes as circulated: **Moved by Nieves Guijarro, Seconded by George Sterling. Carried**

Treasurer's Report:

There was no Treasurer's Report.

Committee Reports:

Wiseman's Corner Schoolhouse Update:

Members were advised that the schoolhouse was open to the public on Saturday, October 19, 2024 during the Restoration Festival. There were about 30 people in attendance and one Ralph Bice book was sold. Diane Brandt advised that Ryerson Township cleaned up a tree that had fallen and a request to assess the trees around the property will be made. The heat has been turned on and the heritage centre will be winterized for the season.



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Watt Farm House Update:

Diane will open the farm house up to visitors by appointment throughout the winter. There were four visitors last weekend. The Chamber of Commerce was given pamphlets to hand out at the October 17, 2024 Red Gala in South River.

Correspondence:

Members were advised that a letter was sent to Ken and Bruce Zher to thank them for a 1917 framed auction poster donation.

Members were advised of an email inquiring about the original Burk House. Nieves will investigate and respond.

General Business:

Halloween: Ryan Baptiste reviewed the event planning details for the Halloween Party with the Burk's Falls Lions Club and the Burk's Falls Legion. Volunteers for the night include Diane, Nieves, George and his wife, Mary, Krista, Kirk, Peter, Jenny, Charlene and her son Logan. The volunteers are to be at the arena by 5:30 p.m. on October 31. The event runs from 6:00 p.m. to 8:00 p.m. Volunteer Members to help set up in the afternoon at the arena on Halloween include Charlene, Jenny and Peter. The setup time will be around 2:00 p.m. at the arena.

Donations: Ryan Baptiste presented to Members a box of artifacts that the Burk's Falls Lions Club has donated that belonged to Stan Darling and John Darling from their Lions Club membership days. The artifacts date back to 1918. Members were grateful to receive the donations and will preserve the heritage and the achievements. Stan Darling was a long-time member of the Lions Club, with a perfect attendance record over 60 years. He was also a member of the Burk's Falls Agricultural Society, acting as the president of the Ontario Association of Agriculture Societies in 1957. Mr. Darling was involved in municipal politics as a Village councillor and Reeve for 30 years and federal politics as a Member of Parliament with the Progressive Conservative Party for 21 years.

TRI Council Meeting: Diane Brandt advised Members of the upcoming TRI Council Meeting. An annual donation request of \$5,000 from the three municipalities was submitted. The annual report, newsletter and pamphlet will be shared as well. The donation submission form was sent to the Village of Burk's Falls on October 16, 2024.

OHS Membership: Diane Brandt informed Members that the annual report and membership renewal has been sent to the Ontario Historical Society.

New Business:



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Support Resolution: Members reviewed a request from the Town of Grimsby petitioning the provincial government to support increasing funding for public libraries and community museums.

Motion That the Members of the Burk's Falls & District Historical Society supports the Town of Lincoln in requesting that the Province increase funding to libraries and museums and recognize that libraries and museums are national assets and that strategically investing in their potential will contribute significantly to renewing post-pandemic social cohesion, economic well-being and community resilience. Moved by Barry Burton, Seconded by George Sterling. Carried

Christmas Potluck: Members discussed the November meeting. Due to scheduling conflicts, the meeting will be held on November 25, 2024. A Christmas Potluck will be held prior to the November meeting at 6:00 p.m. Members discussed the dinner and signed up to bring the following:

Charlene Watt: ham, dinner rolls, paper plates, cups, cutlery and napkins
Diane Brandt: hash brown casserole
Ryan Baptiste: vegetable tray
Barry Burton: chili
Peter & Jenny Hall: lasagna
Jarv Osborne: pasta casserole
Nieves Guijarro: dessert
Kirk Du Guid: dessert
George Sterling: couple bottles of soda
Krista Trulsen:

Poppy Fund:

Members discussed the annual donation to the Burk's Falls Legion's Poppy Fund. **Motion that the Burk's Falls and District Historical Society approve a donation to the Burk's Falls Royal Canadian Legion Poppy Fund in the amount of \$100.00: Moved by Barry Burton, Seconded by Kirk Du Guid. Carried**

Jarv Osborne confirmed that he will be in attendance for the Remembrance Day Ceremony and will lay the wreath on November 11.

Santa Claus Parade:

Members discussed the annual Santa Claus Parade and agreed to donate to the community event. Members did not confirm participation in the Parade. **Motion that the Burk's Falls and District Historical Society approve a donation to the Burk's Falls Santa Claus Parade Committee in the amount of \$100.00: Moved by Ryan Baptiste, Seconded by Jarv Osborne. Carried**



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Pending Purchases:

Diane Brandt presented to Members a list of items that need to be purchased.

The schoolhouse requires replacement filters, lights and carbon for the air purifier at an estimated cost of \$175.10. **Motion that the President be authorized to purchase replacement maintenance items for the schoolhouse's air purification system up to a cost of \$200.00: Moved by Barry Burton, Seconded by Ryan Baptiste. Carried**

Archival supplies are required and include newspaper boxes, oversized file folders, ledger book boxes, textile boxes, labels and label holders at an estimated cost of \$568.46. **Motion that the President be authorized to purchase archival supplies up to a cost of \$600.00: Moved by Ryan Baptiste, Seconded by Jarv Osborne. Carried**

Adjournment:

The next meeting will be held on Monday, November 25, 2024 at Fell Homes. The potluck will begin at 6:00 p.m. There being no further business, **George Sterling moved to adjourn the meeting at 8:04 p.m.**

Recorded by
Charlene Watt, Secretary &
Deputy Treasurer

Approved by
Diane Brandt, President

**JOINT BUILDING COMMITTEE
ANNUAL PERMIT SUMMARY
2024**

Month	No. of Permits	Permit Fees	Project Values	Size (sq.m)
January	3	\$23,130.00	\$1,522,000.00	308
February	10	\$23,330.00	\$1,306,000.00	764
March	1	\$7,600.00	\$500,000.00	173
April	10	\$17,785.00	\$1,119,000.00	780
May	15	\$44,081.50	\$2,810,100.00	1544
June	11	\$27,742.50	\$1,764,500.00	1315
July	14	\$15,747.50	\$929,500.00	945
August	18	\$23,595.00	\$1,451,000.00	2236
September	9	\$15,270.00	\$958,000.00	683
October	12	\$27,725.00	\$1,763,000.00	1334
November	0	\$0.00	\$0.00	0
December	0	\$0.00	\$0.00	0
TOTALS	103	\$226,006.50	\$14,123,100.00	10082
			New Construction	10082
			Demolitions	192

**JOINT BUILDING COMMITTEE
ANNUAL PERMIT SUMMARY
2024**

Month	No. of Permits	Permit Fees	Project Values	SFD'S, Seasonal Dwellings and Multi-Unit Dwellings	
				2023	2024
Burks Falls	4	\$11,800.00	\$760,000.00	1	3
Joly	7	\$9,450.00	\$590,000.00	3	1
South River	8	\$24,560.00	\$1,584,000.00	4	3
Machar	26	\$40,932.50	\$2,449,500.00	11	8
Strong	27	\$45,182.50	\$2,667,500.00	4	5
Ryerson	18	\$33,756.50	\$2,137,100.00	6	4
Sundridge	13	\$60,325.00	\$3,935,000.00	4	5
TOTALS	103	\$226,006.50	\$14,123,100.00		29
Permit activity at end of October 31, 2024					
TOTALS	116	\$326,607.46	\$19,907,534.75	38	
Permit activity at end of October 31, 2023					
TOTALS	-13	-\$100,600.96	-\$5,784,434.75		-9
Difference from previous year					

Town of Parry Sound EMS Advisory Committee

Open Minutes

Date:

October 24, 2024

Time: 6:30pm

06:30pm

Location:

(on-line) ZOOM Meeting and for streaming of the meeting please click on the link below.

<https://www.youtube.com/channel/UC4QrR6HjwibWOJRbLwnjcFQ/videos>

Members Present:

Jamie McGarvey - chairperson, Scott Sheard, John Wilson, Shelly Foote, Ann MacDiarmid, Pearl Ivens, Joel Constable

Regrets:

Present:

Dave Thompson, Director of Development and Protective Services

Recording:

Sheri Skinner, Administrative Assistant

Guests:

Matt Thomas, EMS Manager

Land Acknowledgment

Town of Parry Sound EMS Advisory Committee

Open Minutes

1. Agenda

1.1 Additions to Agenda

1.1.1 Scott Sheard added The Muskoka District EMS closing the Mactier Base

1.1.2 John Wilson added Discussion on Policy Procedure

1.2 Prioritization of Agenda

1.3 Adoption of Agenda

Moved by Scott Sheard

Seconded by Pearl Ivens

That the October 24, 2024 Parry Sound District Emergency Medical Services Committee meeting agenda be approved.

carried

1.4 Disclosure of Pecuniary Interest and the General Nature Thereof

2. Minutes and Matters Arising from Minutes

2.1 Adoption of Minutes

Moved by Joel Constable

Seconded by John Wilson

That the Minutes of the May 23, 2024 meeting of the Parry Sound District Emergency Medical Services Committee be approved as circulated.

Carried

3. Correspondence

4. Deputations

Town of Parry Sound EMS Advisory Committee

Open Minutes

5. Emergency Services Director's Report

Dave Thompson provided a brief description and further explanations of the items on his Director's Report.

Moved by Shelly Foote

Seconded by Pearl Ivens

That the Emergency Services Director's Report dated October 24, 2024 be accepted as submitted.

carried

6. Reports

6.1 EMS Statistical Report - August 2024

6.2 EMS Night Call Statistics - August 2024

6.3 EMS Vehicle Inventory - August 2024

Dave Thompson provided a descriptive overview of the various reports attached.

Resolution

EMS Committee members have received reports 6.1, 6.2, 6.3 as listed above.

Moved by Scott Sheard

Second by Ann MacDiarmid

carried

7. Ratification of Matters from Closed Agenda

8. Other Business

8.1 DT RR 2025 Land Ambulance Budget-2024

8.1.1 DT ATT#1 2025 Land Ambulance Budget-AD2024 including CPLTC

Town of Parry Sound EMS Advisory Committee

Open Minutes

Dave Thompson reported to the Committee on the listed enhancements and capital purchases recommended in the 2025 Land Ambulance Budget R & R report.

Moved by Ann MacDiarmid

Seconded by Scott Sheard

Resolution

That the EMS Advisory Committee recommends Town of Parry Sound Council approve the 2025 District Land Ambulance Budget in the total amount of \$13,650,076.08 including capital expenditures of \$500,000 from the EMS Capital Reserve and \$575,000 from the EMS Surplus Reserve

carried

8.2 Mactier EMS Base Closure - Scott Sheard briefed the Committee on how The Muskoka EMS District closed the Mactier Base.

Matthew Thomas spoke on the process of 911 and vehicles responding cross border.

8.3 Policy Procedure:

Discussion on quantity of information provided through the budget process. Committee consensus that appropriate level of information is provided to the committee.

9. Adjournment @ 7:55pm

Moved by Joel Constable

Seconded by Shelly Foote

carried

Parry Sound EMS Advisory Committee Meeting Report
October 24

To: the CAO/Clerks and members of Council for:

The Townships of Armour, Kearney, McMurrich/Monteith, Perry and Ryerson,
The Municipality of Magnetawan and,
The Village of Burk's Falls

Accompanying this report are the agenda and the minutes for the October 24 meeting of the PS EMS Advisory Committee.

The agenda, including a proposed 2025 budget, was circulated on the afternoon of Friday October 18 and after a quick review, a request was sent to Mr. Dave Thompson, Director of Development and Protective Services for the Town of Parry Sound, for additional information on the budget. After an email exchange, the request was declined citing the role of the Committee as being strategic in nature and that the information provided fulfilled the requirements of that role. Then being late in the day, I received an "out of office" reply from Mr. Thompson noting that he would be unavailable until October 28, four days after the meeting.

With a concern that the budget document did not contain enough information for me to explain a 3.25% proposed increase in the 13.6 million dollar budget to the 7 municipalities that I represent on this committee, I took an opportunity to discuss my concerns and seek guidance from the Council of the Village of Burk's Falls and, in a separate gathering, from the Mayors of Kearney, Perry, Armour, Ryerson, and a member of Council from McMurrich/Monteith (as approved by his Mayor). I also sought and received guidance from the Mayor of the Municipality of Magnetawan through a conversation with their CAO/Clerk.

The agenda was amended at the request of two members to include an update about the closing of a Muskoka EMS station in Mactier and a request for a policy discussion about the information presented in the annual budget and the disclosure of information to the sitting members of the Committee. Those agenda items were added at the end of the meeting, after the budget was discussed and passed.

I posed a number of questions during the meeting about items in the budget that were not necessarily answered to my satisfaction. There is a very positive proposal for 3 coverage enhancements, two on the west side of the district and one on the east side, and it was revealed that the stated cost of enhancements is almost totally due to staff wages. The per-shift cost of those enhancements however, varies hugely for the same staff doing the same job for the same number of hour per shift. No one else was concerned.

My concern was not ever really about the percentage of the increase. A 3.25% increase in very inflationary times for an essential emergency service is not welcome, but it is also not outrageous. \$250,000 for a new ambulance is unreasonable, but it is the reality. The stated cost of the coverage enhancements at \$251,500, while I don't agree with the math, is also not unreasonable to achieve better patient care goals for all residents of Parry Sound District. What concerned me was the lack of disclosure about the rest of the costs that make up the proposed increase. The budget document contains no details of percentage increases to items such as fuel, insurance or medical supplies nor is there any mention of the possible cost ramifications, or percentage increases, of a future contract settlement with staff to better explain the rationale behind the proposed budget.

The budget was passed unanimously, including a vote in favour from me. As stated above, the percentage increase is not outrageous and as one vote in 7, the outcome would have been the same regardless of my vote.

Parry Sound EMS Advisory Committee Meeting Report
October 24

The second agenda item that was added was presented by me with a request for all members to weigh in with their thoughts about the lack of transparency and information in the budget document and the seeming refusal on the part of the Director to disclose information to Committee members if they made a formal request. One member from West Parry Sound that also represents several municipalities acknowledged my thoughts but was not concerned with the current philosophy. After no other member of the committee made any comments specific to the concerns raised, the Chair offered closing comments to the discussion and the meeting was adjourned.

I welcome any concerns that your respective Council may have. Alternatively, I encourage you to share any concerns that you may have directly to the Parry Sound EMS Advisory Committee through the Town of Parry Sound.

Should any Council have reservations about sharing any concerns based on this report, the entire meeting was recorded and is available to be viewed on Parry Sound's YouTube site under the "live" tab.

<https://www.youtube.com/channel/UC4QrR6HjwibWOJRbLwnjcFQ/videos>

Respectfully submitted,

John Wilson,
Deputy Mayor,
Burk's Falls

From: [Amy Tilley](#)
To: Emergency Management Exercise
Cc: October 30, 2024 10:54:34 AM
Subject:
Date:

Good Morning All,

I am looking to book us in for an Emergency Management Exercise on Thursday November 21, 2024 1 pm to 4:30 ish at the Katrina Community Center.

As this is our annual exercise, your members of the Municipal Emergency Control Group will need to be invited.

Mayor & alternate
CAO & Alternate (Clerk, Treasurer) or any other variation.
CEMC & Alternate
Emergency Information Officer
Public Works & Alternate
Fire Chief & Alternate

If there are other members of Council or Staff that would like to attend, they are more than welcome, but they will be asked to sit as observers.

Please let me know if there are any conflicts and how many will be attending as a light snack and beverages will be provided.

Amy Tilley, CEMC

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Fax: 705-382-2068