



The Corporation of the Township of Seguin

Agenda for the Regular Meeting of Council

to be held on Tuesday, September 5th, 2023

**in the Township of Seguin Council Chambers
and Electronic Participation**

- 01. Land Acknowledgement. 2:30 p.m.**
- 02. Call to Order and Approval of Agenda.**
- 03. Disclosure of pecuniary interest and the general nature thereof.**
- 04. Adoption of Minutes:**
- a) Minutes of the Regular and Closed Session Meetings of Council held August 8, 2023. ®
- 05. Shore/Concession Road Allowances:**
- a) Concession Road Allowance & Shore Road Allowance Application No. RAC-2023-0005-H (Davidson). Lake Joseph. Report No. DPS-PL-2023-089. ®
 - b) Shore Road Allowance Application No. RAS-2021-0014-H (Kent). Little Whitefish Lake. Report No. DPS-PL-2023-090. ®
 - c) Shore Road Allowance Application No. RAS-2021-0030-H & Deeming By-law Application No. D-2021-0011-H (Chalmers). Little Whitefish Lake. Report No. DPS-PL-2023-091. ®
- 06. Delegations:**
- a) Kathy Raddon, Dillon Consulting.
 - Update on Waste Management Strategy.

07. Staff Reports: Resolution to receive Reports. ®

Corporate Services:

- a) Report No. AD-2023-012, Schedule of Regular Meetings of Council for the Year 2024. ®
- b) Financial Update to August 24, 2023.
- c) Report No. AD-2023-013, Climate Change Update inc. Corporate and Community Climate Action Plans, Internship – Work Plan. ®

Development and Protective Services:

- d) Report No. DPS-PL-2023-094, Lifting of Holding Provision R-2023-017-C – (Township of Seguin/Elsasser Extension). ®

Public Works:

- e) Report No. PW-RD-2023-007, Transition to New Blue Box Program. ®

08. Business:

- a) Georgian Bay Biosphere (GBB) - Invitation Lands & Waters Gathering.
- b) Muskoka Watershed Council (MWC) - Proposed IWM Conference for Municipalities.
- c) Municipal Property Assessment Corporation (MPAC) - Property Assessment Update.
- d) Draft Resolution – Shared Services & Governance Review. Prepared by Mayor MacDiarmid. ®
- e) District of Parry Sound Municipal Association (DPSMA) – Fall 2023 Meeting. ®

09. By-laws:

- a) By-law No. 2023-093, Being a By-law to appoint Max Jasinski as a Municipal Law Enforcement Officer/By-law Enforcement Officer/Animal Control Officer for The Corporation of the Township of Seguin and to Revoke the appointment of Phil West as a By-law Enforcement Officer/Animal Control Officer for The Corporation of the Township of Seguin. ®
- b) By-law No. 2023-088, Being a By-law to write off taxes on properties in the Township of Seguin. ®
- c) By-law No. 2023-092, Being a By-law to stop up temporarily part of

the highway municipally known as Victoria Street in the Village of Rosseau, now the Township of Seguin, District of Parry Sound.
(Rosseau Pumpkin Festival) ®

10. Council Reports.

11. Board/Committee Agendas & Minutes:

- a) Finance Committee – Draft Minutes of August 1, 2023.
- b) Seguin Recreation and Culture - Draft Minutes of July 19, 2023.
- c) West Parry Sound Recreation and Cultural Centre Board - Agenda for July 26, 2023.
- d) West Parry Sound Recreation and Cultural Centre Board - Minutes of July 26, 2023

12. Correspondence: Listed below.

Resolution to receive the Board & Committee Agendas & Minutes and the Correspondence as listed on the Agenda. ®

13. Closed Session:

Adjourn to Closed Session. ®

- a) Human Resources Matters.

Reconvene Open Session. ®

14. Confirming By-law No. 2023-095. ®

15. Adjournment. ®

Correspondence:

- a) Association of Municipalities of Ontario – Communications.
- b) Municipal Property Assessment Corporation – Communications.
- c) North Bay Parry Sound District Health Unit – Communications.
- d) Ontario Good Roads Association – Communications.
- e) Ontario Heritage Trust – Communications.
- f) The Labour Market Group – Communications.
- g) CENGN – Communications.

- h) Federation of Ontario Cottagers' Association - Communications.
- i) Municipal Property Assessment Corporation (MPAC) - Assessments and the July 8th Toronto Star Article.
- j) Town of Parry Sound - Notice of a Complete Application and Public Meeting Minor Variance Application No. A23-05 (Alias Inc.).
- k) Parry Sound Area Chamber of Commerce (PSACC) - 2023 Business Excellence Awards.
- l) PSACC - Discounts and Savings.
- m) PSACC - Newsletter August 2023.
- n) Ministry of the Environment, Conservation and Parks - Amended Regulations and Updates Requirements for Waste Management and Electricity Projects.
- o) Georgian Bay Biosphere (GBB) - How is the Health of Eastern Georgian Bay.
- p) Parry Sound Area Founders - Press release August 2023.
- q) City of Hamilton - Letter re Greenbelt Amendments.
- r) Northern Ontario School of Medicine University - Northern Routes.
- s) Township of Puslinch - Bill 3, Special Powers and Duties of Heads of Council.
- t) Village of Merrickville-Wolford - Proposed Provincial Planning Statement.
- u) Township of Puslinch - Short Term Rentals.
- v) Township of Sioux Narrows - Nestor Falls - Short Term Rentals.
- w) Town of Fort Erie - Letter re Controls on Airbnb, VRBO and Others Which Affect Municipal Rentals.
- x) Municipality of South Huron - Support Time for change of Municipal Freedom of Information and Protection of Privacy Act.
- y) City of Ottawa - Advisory Body Review.
- z) City of Ottawa - Donation of Decommissioned Ambulance to St. John Ambulance.
- aa) City of Toronto - City Comments on the Proposed Provincial Planning Statement.
- bb) Town of Amherstburg - Support Violence Against Women.
- cc) CN - Rail Safety Week September 18-24, 2023.
- dd) Municipality of Whitestone - Regional Amalgamation of West Parry Sound Area Municipalities.

Adoption of Minutes



The Corporation of the Township of Seguin

Draft Minutes of a Regular Meeting of Council

held on Tuesday, August 8th, 2023 at 2:30 p.m.
in the Township of Seguin Council Chambers
and Electronic Participation

The following Members were present:

- Mayor Ann MacDiarmid (Council Chambers)
- Councillor Ward 1 Ken Adams (Council Chambers)
- Councillor Ward 2 Mario Buszynski (videoconference)
- Councillor Ward 3 Greg Getty (Council Chambers)
- Councillor Ward 5 Ted Collins (Council Chambers)
- Councillor Ward 6 Gail Finnon (Council Chambers)

Absent Members:

- Councillor Ward 4 Terry Fellner

Approval of Agenda.

After the meeting was called to order Mayor MacDiarmid asked for approval of the agenda. Council approved the agenda with the following additions/changes. Addition to the closed session of a verbal update from Mayor MacDiarmid on governance.

Disclosure of Pecuniary Interest.

Mayor MacDiarmid requested that any disclosures of conflict of interest/pecuniary interest be declared for the record. None were declared.

The following resolutions were considered.

Resolution No. 2023-231

Moved by: Councillor Gail Finnon

Seconded by: Councillor Greg Getty

“**THAT** the Council of The Corporation of the Township of Seguin does hereby adopt the Minutes of the Special Meeting of Council held July 10th, 2023 as circulated.”

CARRIED

Resolution No. 2023-232

Moved by: Councillor Ken Adams

Seconded by: Councillor Ted Collins

“**THAT** the Council of The Corporation of the Township of Seguin does hereby adopt the Minutes of the Regular Meeting of Council held July 17th, 2023 as

circulated.”.

CARRIED

Resolution No. 2023-233

Moved by: Councillor Greg Getty

Seconded by: Councillor Ken Adams

“**THAT** the Council of The Corporation of the Township of Seguin does hereby adjourn the Regular Meeting to hold a Public Meeting for the following matters:

- Consent Application No.’s B-2023-0010-F (MacMillan/Osvald) and B-2023-0011-F (Brinovec/Kong).
- Zoning By-law Amendment Application No. R-2023-0014-F (Lalonde).
- Zoning By-law Amendment Application No. R-2023-0013-H (Jabbour).”.

CARRIED

Mayor MacDiarmid advised that Council would now hold public meetings for proposed Consent and Zoning By-law Amendment Applications.

The Mayor advised in accordance with the Planning Act, Council would consider all matters placed before it prior to granting a Consent or passing a Zoning By-law.

The Mayor advised anyone who wished to receive notice of the passing of a Zoning By-law Amendment and who had not submitted such a request in writing should provide their full name and address to the Clerk.

The Mayor advised no one other than the prescribed persons may appeal an application under the provisions of the Planning Act. If they do not make oral submissions at a public meeting or make written submissions to the Council of The Corporation of the Township of Seguin prior to the decision of Council, then the Ontario Land Tribunal may dismiss the appeal.

The Mayor advised the purpose of Consent Application Nos. B-2023-0010-F (MacMillan/Osvald) and B-2023-0011-F (Brinovec/Kong) is to provide deeded right-of-way access over shared portions of an existing driveway, benefitting two abutting properties.

The Mayor asked the Clerk to state the method by which Notice of the meeting was provided and the dates on which that Notice was provided.

The Clerk advised Notice of the public meeting was provided by posting the property, posting on the Township of Seguin’s website, and by regular mail on July 25th, 2023. Notice was therefore considered to be provided in accordance with the requirements of the Planning Act.

The Mayor asked if the Township had received any correspondence with respect to these applications.

The Clerk advised no correspondence had been received.

The Mayor asked if there was anyone present in-person in the Council Chambers who wished to speak in favour of or in opposition to these applications.

No in-person verbal submissions were received.

The Mayor asked if anyone had registered to speak to these applications via electronic participation.

The Clerk advised no one had registered to speak to these applications via electronic participation.

The Mayor advised the purpose of Zoning By-law Amendment Application No. R-2023-0014-F (Lalonde) is to rezone the subject lands from the Highway Commercial Zone to a Village Residential One Exception Zone to permit a secondary dwelling unit on the property.

The Mayor asked the Clerk to state the method by which Notice of the meeting was provided and the dates on which that Notice was provided.

The Clerk advised Notice of the public meeting was provided by posting the property, posting on the Township of Seguin's website, and by regular mail on July 19th, 2023. Notice was therefore considered to be provided in accordance with the requirements of the Planning Act.

The Mayor asked if the Township had received any correspondence with respect to this application.

The Clerk advised no correspondence had been received.

The Mayor asked if there was anyone present in-person in the Council Chambers who wished to speak in favour of or in opposition to this application.

No in-person verbal submissions were received.

The Mayor asked if anyone had registered to speak to this application via electronic participation.

The Clerk advised no one had registered to speak to this application via electronic participation.

The Mayor advised the purpose of Zoning By-law Amendment Application No. R-2023-0013-H (Jabbour) is to rezone the subject lands to permit the construction of a dwelling, detached garage, and a flat-roofed, two-slip boathouse/boat-port.

The Mayor asked the Clerk to state the method by which Notice of the meeting was provided and the dates on which that Notice was provided.

The Clerk advised Notice of the public meeting was provided by posting the property, posting on the Township of Seguin's website, and by regular mail on July 19th, 2023. Notice was therefore considered to be provided in accordance with the requirements of the Planning Act.

The Mayor asked if the Township had received any correspondence with respect to this application.

The Clerk advised letters of support were received from Carla Bergmann, Nahmeh Jabbour, John Savio and Rachel Savio.

The Mayor asked if there was anyone present in-person in the Council Chambers who wished to speak in favour of or in opposition to this application.

Rob Greene of Tulloch, Agent for the Applicant was present in the Council Chambers and spoke to explain the reasons for the application and to answer any questions Council may have of him related to the application.

Jacqueline Jabbour, the Applicant was present in the Council Chambers and spoke to further explain the reasons for the application and to answer any questions Council may have of her related to the application.

The Mayor asked if anyone had registered to speak to this application via electronic participation.

The Clerk advised no one had registered to speak to this application via electronic participation.

The Mayor advised Council would now close the public meeting and reconvene to the regular meeting.

Resolution No. 2023-234

Moved by: Councillor Greg Getty

Seconded by: Councillor Ken Adams

“THAT the Public Meeting held for the following matters is hereby closed and the Regular Meeting is hereby reconvened:

- Consent Application No.'s B-2023-0010-F (MacMillan/Osvald) and B-

2023-0011-F (Brinovec/Kong).

- Zoning By-law Amendment Application No. R-2023-0014-F (Lalonde).
- Zoning By-law Amendment Application No. R-2023-0013-H (Jabbour).”.

CARRIED

Resolution No. 2023-235

Moved by: Councillor Ted Collins

Seconded by: Councillor Gail Finnon

“**THAT** the Council of The Corporation of the Township of Seguin does hereby grant provisional approval to Consent Application Nos. B-2023-0010-F (MacMillan/Osvald) and B-2023-0011-F (Brinovec/Kong), subject to the conditions set out in the Decisions.”.

CARRIED

The Mayor advised Council would now consider the following road allowance applications:

- Shore Road Allowance Application No. RAS-2020-0021-F (Trinaistich). Oastler Lake.
- Shore Road Allowance Application No. RAS-2023-0003-H (Colter). Lake Rosseau.
- Shore Road Allowance Application and Lands Previously Expropriated No. RAC-2023-0001-F (Whitfield Development Corporation). Oastler Lake.

The Mayor asked if any written objections had been received related to these applications.

The Clerk advised no written objections had been received related to these applications.

The Mayor asked if there was anyone present in-person in the Council Chambers who wished to speak to these applications.

No in-person verbal submissions were received.

The Mayor asked if anyone had registered to speak to these applications via electronic participation.

The Clerk advised no one had registered to speak to these applications via electronic participation.

Resolution No. 2023-236

Moved by: Councillor Ted Collins

Seconded by: Councillor Gail Finnson

“**THAT** By-law No. 2023-073, Being a By-law to close, stop up and sell a portion of original Shore Road Allowance, Application No. RAS-2020-0021-F (Trinaistich), is hereby deemed to have been read a first, second and third time and passed by Council.”.

CARRIED

Resolution No. 2023-237

Moved by: Councillor Ken Adams

Seconded by: Councillor Greg Getty

“**THAT** By-law No. 2023-078, Being a By-law to close, stop up and sell a portion of original Shore Road Allowance, Application No. RAS-2023-0003-H (Colter), is hereby deemed to have been read a first, second and third time and passed by Council.”.

CARRIED

Resolution No. 2023-238

Moved by: Councillor Ken Adams

Seconded by: Councillor Greg Getty

“**THAT** By-law No. 2023-079, Being a By-law to Deem Lot 5 of Plan 183 pursuant to Section 50(4) of The Planning Act not to be on a Plan of Subdivision (Property Roll No. 4903-010-002-19800, File No. D-2023-0005-H, Colter), is hereby deemed to have been read a first, second and third time and passed by Council.”.

CARRIED

Resolution No. 2023-239

Moved by: Councillor Ted Collins

Seconded by: Councillor Gail Finnson

“**THAT** By-law No. 2023-081, Being a By-law to close, stop up and sell a portion of original Road Allowance, Application No. RAC-2023-0001-F (Whitfield Development Corporation), is hereby deemed to have been read a first, second and third time and passed by Council.”.

CARRIED

Douglas Gammage representing himself and some other ratepayers attended the meeting in-person and addressed Council to speak to a petition Mr. Gammage had previously submitted to the Township of Seguin Municipal Office requesting Council establish a plan to provide (non-commercial) private exclusive use boat slips in Rosseau Bay for Rosseau residents, who own their own home, have no other boating access to Lake Rosseau other than launches as at the boat launch in Rosseau Bay, and have no other established personal use space to moor a boat on Lake Rosseau. Council thanked Mr. Gammage for the presentation.

Reese McDonald and Sarah Hammer, Township of Seguin Water Quality Program student staff persons addressed Council in-person to provide information on the Program and an update of Program initiatives to date in 2023. Council thanked Ms. McDonald and Ms. Hammer for the presentation.

Craig Reith representing the Township of Seguin Finance Committee attended the meeting in-person and addressed Council to provide comments from the Finance Committee on the Township of Seguin's 2024 Strategic Plan and Budget.

Each Member of Council identified their priorities for the strategic plan and budget.

Staff were directed to commence the preparation of the draft 2024 budget having consideration of the comments from the Finance Committee and the priorities identified by the Members of Council.

Resolution No. 2023-240

Moved by: Councillor Ken Adams

Seconded by: Councillor Greg Getty

"THAT the Council of The Corporation of the Township of Seguin does hereby receive the Staff Reports as presented on the Agenda for the August 8th, 2023 meeting of Council.

Corporate Services:

- Financial Update to July 27, 2023.

Development & Protective Services:

- Report No. DPS-PL-2023-078, Zoning By-law Amendment Application No. R-2023-0007-H (Nourse).
- Report No. DPS-PL-2023-082, Minor Variance Agreement AGR-2023-0002-F (Barr) and Delegation of Minor Variance Agreements.
- Report No. DPS-PL-2023-088, Change of Conditions - Consent Application No. B-2022-0027-30-F (Shipman).
- Report No. DPS-PL-2023-081, Consent Application No.'s B-2023-0010-F (MacMillan/Osvald) and B-2023-0011-F (Brinovec/Kong).
- Report No. DPS-PL-2023-083, Zoning By-law Amendment Application No. R-2023-0014-F (Lalonde).
- Report No. DPS-PL-2023-087 Zoning By-law Amendment Application No. R-2023-0013-H (Jabbour).
- Report No. DPS-PL-2023-079, Shore Road Allowance Application No. RAS-2020-0021-F (Trinaistich).
- Report No. DPS-PL-2023-080 Shore Road Allowance Application No. RAS-2023-0003-H and Deeming By-law Application No. D-2023-0005-H (Colter).
- Report No. DPS-PL-2023-084 Shore Road Allowance Application and Lands Previously Expropriated No. RAC-2023-0001-F (Whitfield Development

Corporation).”.

CARRIED

Resolution No. 2023-241

Moved by: Councillor Ken Adams

Seconded by: Councillor Gail Finnson

“**THAT** By-law No. 2023-077, Being a By-law to amend Township of Seguin Zoning By-law No. 2006-125 (Property Roll No. 4903-010-005-12116, Application No. R-2023-0007-H, Nourse), is hereby deemed to have been read a first, second and third time and passed by Council.”.

CARRIED

Resolution No. 2023-242

Moved by: Councillor Ted Collins

Seconded by: Councillor Greg Getty

“**THAT** By-law No. 2023-080, Being a By-law to enter into an Agreement with John and Arlene Barr related to an Agreement under Section 45(9.2) of the Planning Act, File No. ARG-2023-0002-F (Barr), is hereby deemed to have been read a first, second and third time and passed by Council.”.

CARRIED

Resolution No. 2023-243

Moved by: Councillor Gail Finnson

Seconded by: Councillor Mario Buszynski

“**THAT** By-law No. 2023-086, Being a By-law to Delegate Authority to exercise Council’s authority for agreements pursuant to Section 45 (Minor Variance) of the Planning Act, is hereby deemed to have been read a first, second and third time and passed by Council.”.

CARRIED

Resolution No. 2023-244

Moved by: Councillor Gail Finnson

Seconded by: Councillor Ken Adams

“**WHEREAS**, on October 17th, 2022 the Council of The Corporation of the Township of Seguin passed Resolution No. 2022-320 granting provisional approval to Consent Application Nos. B-2022-0027-F, B-2022-0028-F, B- 2022-0029-F and B-2022-0030-F (Shipman), subject to the conditions set out in the Decisions;

AND WHEREAS, the Applicant has submitted changes to the application and a draft reference plan, and has requested a change of conditions to ensure appropriate future access to the lands;

AND WHEREAS, Section 53(23) of the Planning Act, R.S.O. 1990, c. P.13 permits Council to change the conditions of a provisional consent any time before a

consent is granted.

THEREFORE BE IT RESOLVED THAT the Council of The Corporation of the Township of Seguin does hereby rescind Resolution No. 2022-320, which is to be replaced with the conditions included as Schedule “A” to this Resolution, being the Conditions of Approval for Consent Application Nos. B-2022-0027- F, B-2022-0028-F, B-2022-0029-F and B-2022-0030-F (Shipman).

AND FURTHER THAT as per the authority granted under section 53 (24) of the Planning Act R.S.O. 1990, Chapter P.13 as amended, the Council of The Corporation of the Township of Seguin has determined that the changes to the conditions of Consent Application Nos. B-2022-0027-F, B-2022-0028-F, B-2022-0029-F and B-2022-0030-F (Shipman) as indicated are not minor and require further notice to be provided.”.

CARRIED

Council considered correspondence from the Federation of Northern Ontario Municipalities (FONOM) and a change to the date for the 2024 Conference. The information was received.

Resolution No. 2023-245

Moved by: Councillor Greg Getty

Seconded by: Councillor Ken Adams

“**THAT** the Council of The Corporation of the Township of Seguin does hereby receive the Board & Committee Minutes & Agendas and the Correspondence as presented on the Agenda for the August 8th, 2023 Meeting of Council.”.

CARRIED

Resolution No. 2023-246

Moved by: Councillor Greg Getty

Seconded by: Councillor Ken Adams

“**THAT** the Council of The Corporation of the Township of Seguin does hereby proceed to a closed meeting at 4:21 p.m. in order to address matters pertaining to:

- Personal matters about an identifiable individual, including municipal or local board employees related to:
 - Compensation Review.
- Labour relations or employee negotiations related to:
 - Compensation Review.
- A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board related to:
 - Compensation Review and Governance Update.”.

CARRIED

Resolution No. 2023-247

Moved by: Councillor Gail Finnon

Seconded by: Councillor Mario Buszynski

“THAT the Council of The Corporation of the Township of Seguin does hereby rise from closed session and declare the regular meeting reconvened at 6:30 p.m.”.

CARRIED

Resolution No. 2023-248

Moved by: Councillor Ken Adams

Seconded by: Councillor Greg Getty

“THAT the Council of The Corporation of the Township of Seguin does hereby receive the Seguin Township Market Compensation Review as presented to Council on August 8th, 2023 by LBCG Consulting.

AND THAT Council does hereby authorize and direct staff to implement the recommendations of the Seguin Township Market Compensation Review as presented to Council on August 8th, 2023 by LBCG Consulting.

AND THAT Council does hereby authorize the 2023 costs for the implementation to be funded from the 2023 Budget and the Salary Grid Movement Reserve, amount required from the Reserve in 2023 is not to exceed \$75,902.98.”.

CARRIED

Council also directed staff to commence the process for the implementation of the recommendation in the Seguin Township Market Compensation Review by LBCG Consulting for the adjustment to the remuneration of the Mayor.

Resolution No. 2023-249

Moved by: Councillor Ted Collins

Seconded by: Councillor Gail Finnon

“THAT By-law No. 2023-085, Being a By-law to confirm the proceedings of meetings of Council, is hereby deemed to have been read a first, second and third time and passed by Council.”.

CARRIED

Resolution No. 2023-250

Moved by: Councillor Greg Getty

Seconded by: Councillor Ken Adams

“THAT the Council of The Corporation of the Township of Seguin does hereby adjourn this Regular Meeting of Council at 6:32 p.m. to meet again on Tuesday, September 5th, 2023 or at the call of the Mayor.”.

CARRIED

*Ann MacDiarmid,
Mayor*

*Craig Jeffery,
Clerk*

DRAFT

Shore/Concession Road Allowances



Seguin Township Staff Report to Council

Prepared for: Mayor and Members of Council

Subject: Concession and Shore Road Allowance Application (Davidson)

From: Lauren Rettie, Senior Planner, Planning Department

Agenda Date: September 5th, 2023

Report No: DPS-PL-2023-089

Executive Summary:

RAC-2023-0005-H is an application to purchase a portion of the Concession Road Allowance and adjoining Shore Road Allowance adjacent to 138 Islandview Road.

The subject road allowance was previously stopped up and closed in 2000 by By-law 2000-95 with the intention to transfer the road allowance to the abutting owners, however the transfer was never completed.

An information report was brought forward to Council in a closed session on December 12th, 2022. Council directed that staff proceed with the applicants request to complete the transfer of the road allowance subject to an updated appraisal reflective of the current value of the lands, which has now been completed.

Staff recommend that By-law 2023-087 be approved, amending By-law 2000-95 to include the updated appraisal value, and allowing for the transfer of the road allowance to the abutting owner to be finalized.



Seguin Township Staff Report to Council

Prepared for: Mayor and Members of Council

Subject: Concession and Shore Road Allowance Application (Davidson)

From: Lauren Rettie, Senior Planner, Planning Department

Agenda Date: September 5th, 2023

Report No: DPS-PL-2023-089

Recommendation:

That Council pass By-law 2023-087 to amend By-law 2000-95 and transfer the requested road allowance to the applicant.

Background & Analysis:

Application No:	RAC-2023-0005-H
Owners:	Kristen Davidson
Agent:	Vanessa Fong, VFA Architecture + Design
Subject Lands:	PT LT 33 CON 5 HUMPHREY PT 1 42R8025; PT RDAL IN FRONT OF LT 33 CON 5 HUMPHREY PT 1 42R10280; PT RDAL IN FRONT OF RDAL BTN CON 4 & 5 IN FRONT OF LT 33 HUMPHREY PT 1 42R12893
Civic Address	138 Islandview Road
Roll No.:	4903-010-005-09300

In 2000, the Concession Road Allowance (CRA) and adjoining Shore Road Allowance (SRA) located in between 138 Islandview Road and 140 Islandview Road (see Figures 1 and 2) were previously stopped up and closed under By-law 2000-95. The By-law authorized the conveyance of the subject lands to the abutting landowners and established a purchase price by appraisal at that time. By-law 2000-95 was registered on February 19th, 2001.

The next steps in the process were that the road allowance would be transferred to the abutting owners for the appraised purchase price of \$22,000.00 plus tax. However, it's staffs understanding that the purchase price was not paid and the transfer to the abutting owner never occurred. The owner of 138 Islandview Road has now submitted a request to complete the transfer of the closed road allowance under by-law 2000-95.

An information report was previously brought forward to Council in a closed session on December 12th, 2022. Council directed that staff proceed with the applicants request to complete the transfer of the road allowance, subject to an updated appraisal reflective of the current value of the lands.

The Township has received a new appraisal of the lands and the applicant has agreed to continue with the purchase of the road allowance subject to the new purchase price. An amendment to the original By-law 2000-95 is now required to amend the original appraisal price and finalize the transfer of the road allowance to the applicant.

FIGURE 1: KEY MAP

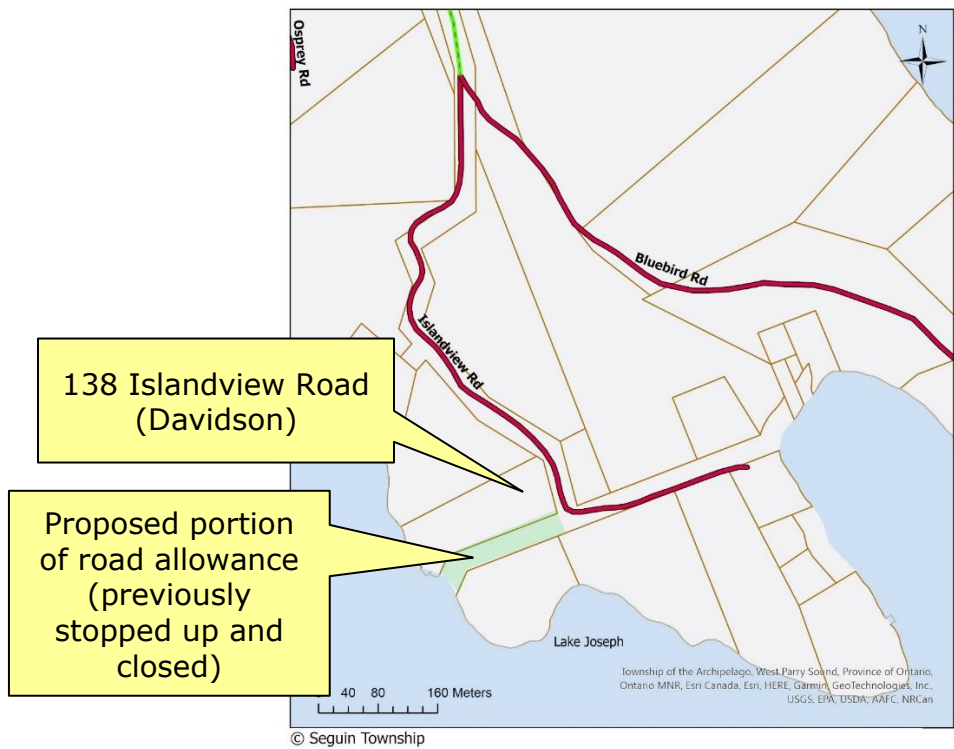


FIGURE 2: AERIAL PHOTO



FIGURE 3: SITE VISIT PHOTOS



The Township of Seguin Official Plan has policies related to the closure and sale of CRA's leading to water. Section E.1.2.6 of the Seguin Official Plan States "The Township will not stop up or sell concession road allowances, other roads or public lands that provide access to lakes and rivers unless alternative access options are available in the immediate areas". Typically, staff do not recommend the closure of concession road allowances leading to water as per the above Official Plan policy. In this case, the subject road allowance has already been stopped up and closed by by-law 2000-95 with a clause to sell to the abutting owners. Staff note that the existing road allowance does lead to water, however, does not demonstrate any historical or potential future use for public access. The concession road allowance to the east, which also leads to water and encompasses the existing private road, would remain open.

Staff have inspected the subject road allowance and observed that the area is forested with some rock outcrops and there was no sign of human use or activity on the portion of the subject road allowance which is only accessible on foot at this time. The properties surrounding the subject road allowance are accessed by the existing Islandview Road. Furthermore, the Director of Public Works inspected the road allowance and determined that the requested portion of road allowance is surplus to the needs of the Township's road network and would be too costly for any potential future use. Significant engineer works would be required to meet municipal road standards to overcome the gradient of the topography within the subject road allowance. Regardless of the topography, finalizing this 20 year old request is the exception to the rule as it closes this file that has been in progress for many years.

The owner of the abutting lands to the south of the road allowance (located at 140 Islandview Road) has waived their interest in the road allowance and is in support of the road allowance being sold to the applicant.

Financial Impacts:

Selling the requested road allowance will have a positive financial impact on the Township. The land value cost for this application was determined by a recent appraisal and is approximately \$67,500.00.

Options/Alternatives:

Council has two options on how to proceed with the request to acquire a portion of the subject shore and concession road allowance.

Option 1: Proceed with the transfer of the road allowance to the applicant by passing By-law 2023-087 to amend By-law 2000-95, establishing a revised purchase price.

Option 2: Do not sell any portion of the road allowance at this time.

Staff recommends Option 1.

Strategic Plan Alignment:

Goal 3 of the Strategic Plan is Exceptional Community Experience. A Council priority is to improve planning and permitted processes by ensuring the planning process is easy to understand and easy to navigate by promoting service excellence and develop materials to assist community members in better understanding the approvals process.

Conclusion:

It is the recommendation of the Planning Department that Council pass By-law 2023-087 (Schedule B) to allow for an amendment to By-law 2000-95 (Schedule A) and proceed with the transfer of the subject road allowance to the abutting applicant.

Prepared by:



Lauren Rettie
Senior Planner

Reviewed by:



Taylor Elgie, MCIP, RPP
Director of Planning



Jason Inwood
Chief Administrative Officer

LR/TE/JI

Attachments:

Schedule A - By-law 2000-95
Schedule B - Draft By-law 2023-087
Schedule C - Relevant Surveys

THE CORPORATION OF THE TOWNSHIP OF SEGUIN

BY-LAW NO. 2000-95

To close, stop up and sell parts of the original road allowance leading to and along the shore of Lake Joseph, in the geographic Township of Humphrey, now in the Township of Seguin, in the District of Parry Sound, more particularly described as follows:

FIRSTLY: Part of the original road allowance between Concessions 4 and 5, in front of Lot 33, in the geographic Township of Humphrey, now in the Township of Seguin, in the District of Parry Sound, being designated as Part 2 according to Plan 42R-10280 deposited in the Land Registry Office for the Land Titles Division of Parry Sound.

SECONDLY: Part of the original shore road allowance in front of the original road allowance between Concessions 4 and 5, in front of Lot 33, in the geographic Township of Humphrey, now in the Township of Seguin, in the District of Parry Sound, being designated as Part 3 according to Plan 42R-10280 deposited in the Land Registry Office for the Land Titles Division of Parry Sound, saving and excepting Part 1 according to Plan 42R-12893 deposited in the Land Registry Office for the Land Titles Division of Parry Sound.

THIRDLY: Part of the original shore road allowance in front of Lot 33, Concession 4, in the geographic Township of Humphrey, now in the Township of Seguin, in the District of Parry Sound, being designated as Part 2 according to Plan 42R-12893 deposited in the Land Registry Office for the Registry Division of Parry Sound.

WHEREAS it is deemed expedient in the interest of the Corporation of the Township of Seguin, hereinafter called the Corporation, that the original unopened road allowance leading to and along the shore of Lake Joseph, between Concessions 4 and 5, in front of Lot 33, and part of the original shore road allowance in front of the original road allowance between Concessions 4 and 5, in front of Lot 33, and part of the original shore road allowance in front of Lot 33, in Concession 4, all in the geographic Township of Humphrey, now in the Township of Seguin, in the District of Parry Sound, being designated as Part 2 according to Plan 42R-10280, Part 3 according to Plan 42R-10280 saving and excepting Part 1 on Plan 42R-12893, and Part 2 according to Plan 42R-12893 be closed and stopped up, and thereafter be sold and conveyed to the adjacent owners;

AND WHEREAS the adjacent owners have made a request to the Corporation of the Township of Seguin for the purchase of part of the said original unopened road allowance being designated as Part 2 according to Plan 42R-10280, and part of the original unopened shore road allowance being designated as Part 3 according to Plan 42R-10280 saving and excepting Part 1 on Plan 42R-12893, and Part 2 according to Plan 42R-12893;

AND WHEREAS Notices of the intention of the Corporation to close, stop up, sell and convey the said portion of the said shore road allowance have been published once a week for four consecutive weeks in the North Star a newspaper published once a week in the Town of Parry Sound;

AND WHEREAS Notice of the intention of the Corporation to close, stop up, sell and convey the said portion of the said shore road allowance has been posted in six public places in the immediate neighbourhood of the said road allowance and shore road allowance for one month;

AND WHEREAS the Council of the said Corporation has heard in person or by his counsel, solicitor or agent, all persons claiming that their land will be prejudicially affected by the closing, stopping up and selling of the said portion of the said shore road allowance and who applied to be heard:

NOW THEREFORE the Council of the Corporation of the Township of Seguin enacts as follows:

1. THAT upon and after the passing of this By-law those parts of an original road allowance leading to and along the shore of Lake Joseph, in the geographic Township of Humphrey, now in the Township of Seguin, in the District of Parry Sound, more particularly described as follows, be and the same are hereby closed and stopped up and thereafter the same be sold and conveyed by the Corporation to the adjacent owner or owners forthwith after this By-law comes into effect:

FIRSTLY: Part of the original road allowance between Concessions 4 and 5, in front of Lot 33, in the geographic Township of Humphrey, now in the Township of Seguin, in the District of Parry Sound, being designated as Part 2 according to Plan 42R-10280 deposited in the Land Registry Office for the Land Titles Division of Parry Sound.

SECONDLY: Part of the original shore road allowance in front of the original road allowance between Concessions 4 and 5, in front of Lot 33, in the geographic Township of Humphrey, now in the Township of Seguin, in the District of Parry Sound, being designated as Part 3 according to Plan 42R-10280 deposited in the Land Registry Office for the Land Titles Division of Parry Sound, saving and excepting Part 1 according to Plan 42R-12893 deposited in the Land Registry Office for the Land Titles Division of Parry Sound.

THIRDLY: Part of the original shore road allowance in front of Lot 33, Concession 4, in the geographic Township of Humphrey, now in the Township of Seguin, in the District of Parry Sound, being designated as Part 2 according to Plan 42R-12893 deposited in the Land Registry Office for the Registry Division of Parry Sound.

2. THAT the purchase price of the said shore road allowance designated as Parts 2 and 3 on Plan 42R-10280, saving and excepting Part 1 according to Plan 42R-12893, and the said shore road allowance designated as Part 2 on Plan 42R-12893 is \$22,000.00 as determined by appraisal plus Goods and Services Tax of \$1,540.00 for a total of \$23,540.00.
3. THAT in addition to the purchase price, the purchaser shall pay the costs of the Township in connection with the closing of the road allowance and the conveyancing thereof.
4. THAT this By-law shall come into effect forthwith upon the passing hereof.

5. THAT the Reeve and Chief Administrative Officer be and they are hereby authorized and directed to sign all such conveyances as may be necessary and expedient for carrying out the provisions of this By-law, and to affix to such conveyances the Corporate Seal of the Municipality.

PASSED in Council this 20th day of November, A.D. 2000.



REEVE

Craig Jeffery

CHIEF ADMINISTRATIVE OFFICER
Deputy Clerk



THE CORPORATION OF THE TOWNSHIP OF SEGUIN

BY-LAW NO. 2023-087

Being a By-law to amend By-law 2000-95 concerning the stopping up and sale of portions of the Original Road Allowance Between Concessions 4 and 5 in front of Lot 33, geographic Township of Humphrey and portions of the Original Shore Road Allowance in front thereof and in front of Lot 33 Concession 4.

WHEREAS By-law 2000-95 did stop up and close the lands described as:

Firstly, Part 2, 42R-10280, and
Secondly, Part 3, 42R-10280 save and except Part 1, 42R-12893, and
Thirdly, Part 2, 42R-12893,
all of the foregoing hereinafter referenced as the "subject lands"

AND WHEREAS By-law 2000-95 authorized the conveyance of the subject lands to the abutting landowners and established a purchase price;

AND WHEREAS the conveyance of the subject lands did not occur;

AND WHEREAS the current owner of one of the abutting properties has applied to purchase the subject lands;

AND WHEREAS Council determined that it remained in the public interest to dispose of the subject lands subject to the condition that the purchase price must be based upon current land values and the condition that the owner of the abutting lands to the south should confirm that is has no interest in acquiring a portion of the subject lands;

AND WHEREAS the Township has received an appraisal and has received the aforementioned confirmation;

NOW THEREFORE the Council for the Corporation of the Township of Seguin enacts as follows:

1. The first paragraph of Section 1 of By-law 2000-95 is hereby amended by deleting the words "*or owners forthwith after this By-law comes into effect*" and replacing them with the word "*to the north.*"

2. By-law 2000-95, is hereby amended by deleting the text of Section 2 its entirety and replacing it with the following:

*"The purchase price of the entirety of the lands described as:
Firstly, Part 2, 42R-10280, and
Secondly, Part 3, 42R-10280 save and except Part 1, 42R-12893, and
Thirdly, Part 2, 42R-12893,*

shall be Sixty-Seven Thousand and Five Hundred Dollars (\$67,500.00) plus applicable H.S.T.

Certified to be a true copy of
By-law No. 2023-087 passed in
Council, this 5th day of
September, 2023

ANN MACDIARMID, Mayor

CRAIG JEFFERY, Clerk

CRAIG JEFFERY, Clerk

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

AUGUST 19, 1988
DATE

Paul F. Forth
PAUL F. FORTH
ONTARIO LAND SURVEYOR

PART 1 THE ORIGINAL SHORE ROAD ALLOWANCE IN FRONT OF PART OF LOT 33, CONCESSION V.

PART 2 PART OF THE ORIGINAL ROAD ALLOWANCE BETWEEN CONCESSIONS IV & V IN FRONT OF LOT 33

PART 3 THE ORIGINAL SHORE ROAD ALLOWANCE IN FRONT OF THE ORIGINAL ROAD ALLOWANCE BETWEEN CONCESSIONS IV & V

PLAN 42R-10280

RECEIVED AND DEPOSITED

DATE *Aug 25th 1988*

ag-P-6TY LAND REGISTRATION FOR THE LAND TITLES DIVISION OF PARRY SOUND.

PLAN OF SURVEY OF

THE ORIGINAL SHORE ROAD ALLOWANCE IN FRONT OF PART OF LOT 33, CONCESSION V AND PART OF THE ORIGINAL ROAD ALLOWANCE BETWEEN CONCESSIONS IV AND V AND THE ORIGINAL SHORE ROAD ALLOWANCE IN FRONT THEREOF

TOWNSHIP OF HUMPHREY

DISTRICT OF PARRY SOUND

SCALE 1 INCH = 50 FEET

PAUL F. FORTH, O.L.S. - 1988.

CAUTION

THIS PLAN IS NOT A PLAN OF SUBDIVISION WITHIN THE MEANING OF THE PLANNING ACT.

NOTES

THE LIMIT OF LAKE JOSEPH AS SHOWN HEREON IS THE BEST AVAILABLE EVIDENCE OF THE ORIGINAL HIGH WATER MARK OR WATERS EDGE AS IT EXISTED AT THE TIME OF THE ORIGINAL SURVEY OF HUMPHREY TOWNSHIP.

BEARINGS ARE ASTRONOMIC AND ARE REFERRED TO THE SOUTH LIMIT OF PART 1, PLAN 42R-8025, HAVING A BEARING OF N68°50'30"E.

LEGEND

- DENOTES FOUND SURVEY MONUMENT
- " PLANTED SURVEY MONUMENT
- SSIB " SHORT STANDARD IRON BAR
- IB " IRON BAR
- RP " ROCK POST
- WIT " WITNESS
- JW " J.K. WHITE, O.L.S.
- 1311 " P.F. FORTH, O.L.S.
- NO ID. " NO IDENTIFICATION
- F8B " PLAN OF SURVEY BY M.W. FITZMAURICE, O.L.S. DATED MAY 4, 1960 ATTACHED TO INST 22766
- NTS " NOT TO SCALE

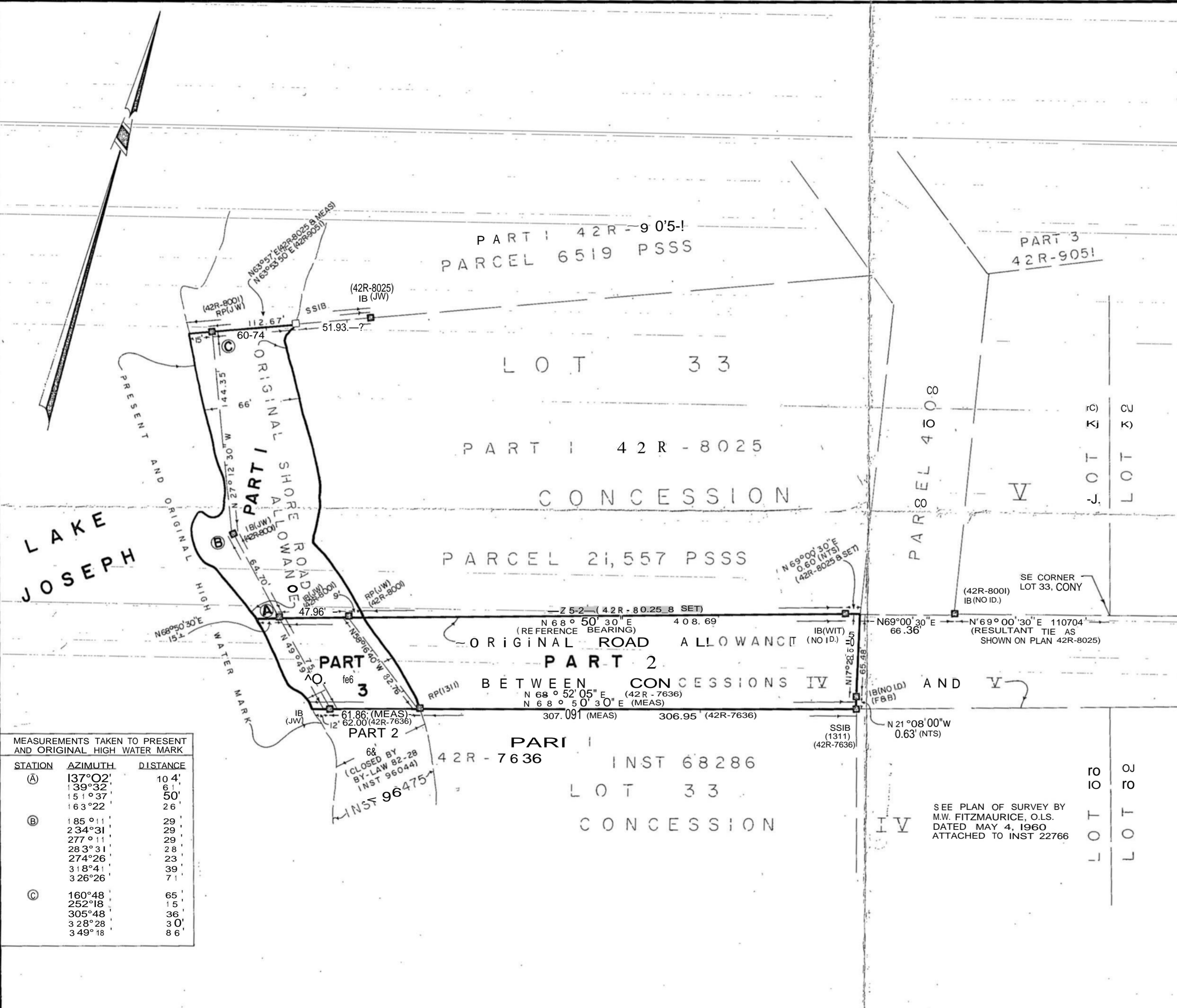
SURVEYOR'S CERTIFICATE

I, CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND ARE IN ACCORDANCE WITH THE SURVEYS ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE THEREUNDER.
- THE SURVEY WAS COMPLETED ON MAY 5, 1988.

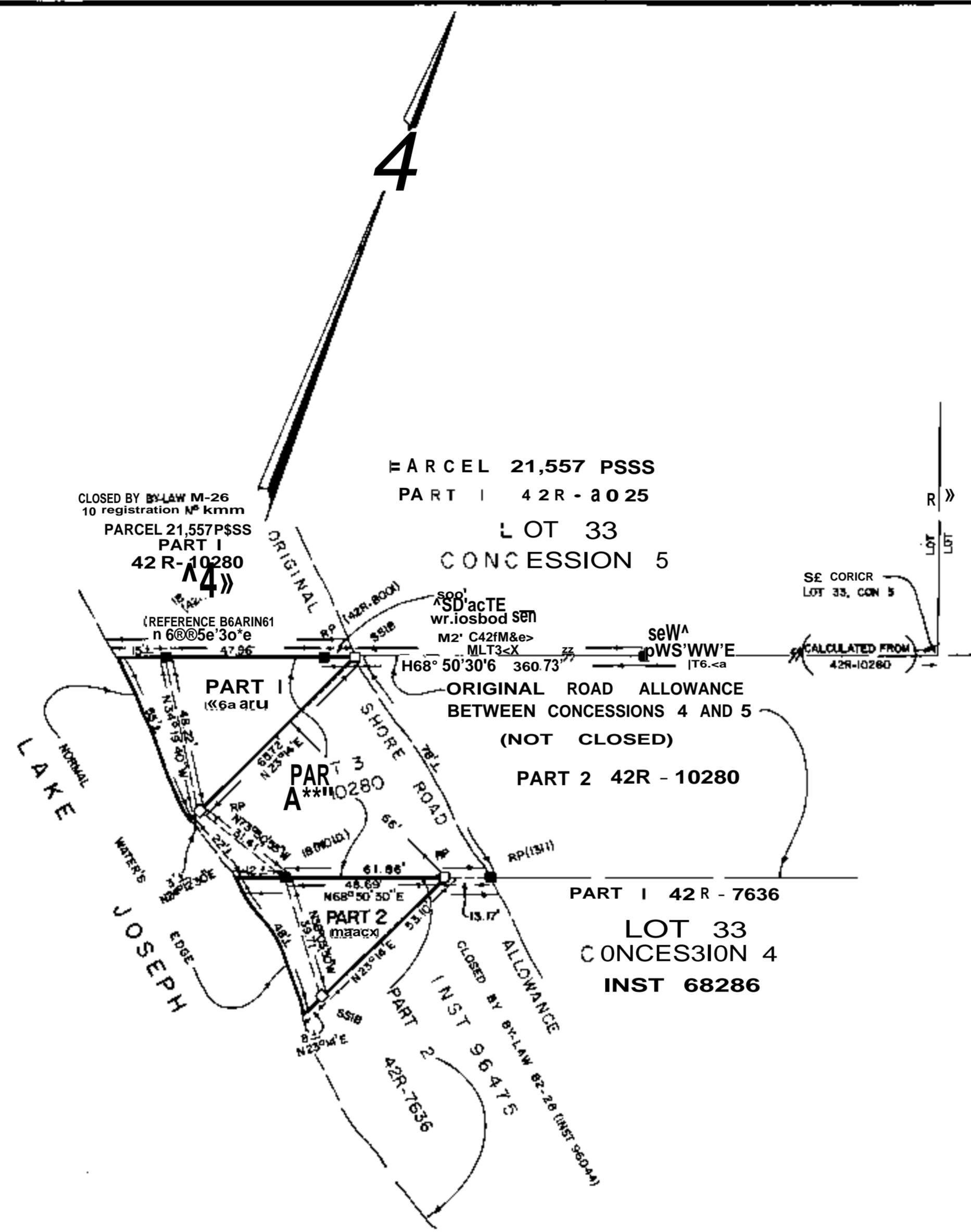
AUGUST 19, 1988
PARRY SOUND, ONTARIO

Paul F. Forth
PAUL F. FORTH
ONTARIO LAND SURVEYOR



MEASUREMENTS TAKEN TO PRESENT AND ORIGINAL HIGH WATER MARK

STATION	AZIMUTH	DISTANCE
(A)	137°02'	10.4'
	139°32'	6.1'
	151°37'	50'
	163°22'	2.6'
(B)	185°11'	29'
	234°31'	29'
	277°11'	29'
	283°31'	2.8'
	274°26'	23'
	318°41'	39'
(C)	326°26'	7.1'
	160°48'	65'
	252°18'	15'
	305°48'	36'
	328°28'	30'
	349°18'	8.6'



I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE «0194fir ACT AND TK LA/4 THLS ACT.	
NOVEMBER 30- 1892 DATE	<i>Paul F. Forth</i> PAUL F. FORTH ONTARIO land surveyor
AS to THE UM n*LE9 ACT FT. LOT ifM PARCEL W	
1 PART OF TK CWGINAL SHOCNOAD ALLOWANCE M FRONT OF I X OMNAL MAD ALLOWANCE BETWEEN CONCESSIONS 4 AND 5 N THCW OF LOT M	
AS to THEReojmrr act pT. LOT CON WST N»	
5 PART OF THE MOMI SHCM ROAD allowance n front of lot » COMCES3KM4 (CLOSED BY SY<AT 62-2B INST 58044)	

PLAN 42R-12885
RECEIVED AND DEPOSITED
DATE Dec. 01, 1992
Big Sauler - Asst.
DEPUTY LAND REGISTRAR FOR THE REGISTRY
AND LAND TITLES DIVISION OF PARRY SOUND

PLAN OF SURVEY OF
PART OF THE ORIGINAL SHORE ROAD ALLOWANCE
IN FRONT OF LOT 33, CONCESSION 4
(CLOSED BY BY-LAW 82*28, INST 96044) AND
PART OF THE ORIGINAL SHORE ROAD ALLOWANCE
IN FRONT OF THE ORIGINAL ROAD ALLOWANCE
BETWEEN CONCESSIONS 4 AND 5 IN FRONT OF LOT 33
TOWNSHIP OF HUMPHREY
DISTRICT OF PARRY SOUND
SCALE 1 INCH = 30 FEET
PAUL F. FORTH, O.L.S. - 1992.

CAUTION
Tm PLAN IS NOT A PLAN OF SLGDJBICN WITHIN THE MEANMS OF
1H6 PLANNING ACT.

NOTES
BEAMIOS ARE ASTRONDMC A« ARE REFLKHLU TD THE SOUTHERLY
LMT OF PART I, PLAN 42R-10260, HAVING A BEARING CP maWt
T>E NORMAL WATERS EDOS OF LAKE JOSEPH AS SHOWN HEMON IS TIC
BEST AVAILABLE EVIDENCE OF TRE WATERS EDGE AS IT EXISTED AT THE
TIME OF T-C OR1CMIL SURVEY OF HA4PHREY TOWNSHIP.

LEGEND

●	DCNCTTS	FOJW SLSKtr ROMXENT
○		PLANTED SURVEY MONAIENT
MB		&HCMT &TAMARD IRON BAR
O		MIN BAR
RP		ROCK POCT
NOL&		NO IDENTIFICICM
131J		P. F. FORTH, C.L.S.
WTT		WITNESS
M		MASLMO

SURVEYOR'S CERTIFICATE
i ceimrr that:
1 T*1 BUDVD* AND PLAN ARE CORRECT AND ARE M
ACCORDANCE WITH THE SURVEY ACT, THE REGOTPY ACT.
T< LAO HTLES ACT AND THE REGULATICMS MADE THEREUNMI.
2. TX SURVEY WAS COMPLETED CM OCTOBER IS, IMS.

OCTOBER 15, 1992
PAJW SOIM. ON*ARJO
Paul F. Forth
PAUL F. FORTH
ONTAM LAO SHVEYCP



Seguin Township Staff Report to Council

Prepared for: Mayor and Members of Council

Subject: Shore Road Allowance Application (Kent)

From: Lauren Rettie, Senior Planner, Planning Department

Agenda Date: September 5th, 2023

Report No: DPS-PL-2023-090

Executive Summary:

RAS-2021-0014-H is an application to purchase the Shore Road Allowance (SRA) in front of the subject lands at 160B Highway 141 on Little Whitefish Lake.

Staff recommend that Council pass By-law 2023-082 to close and stop up the requested Shore Road Allowance portion, and to transfer the Shore Road Allowance to the abutting owner.



Seguin Township Staff Report to Council

Prepared for: Mayor and Members of Council

Subject: Shore Road Allowance Application (Kent)

From: Lauren Rettie, Senior Planner, Planning Department

Agenda Date: September 5th, 2023

Report No: DPS-PL-2023-090

Recommendation:

That Council pass By-law 2023-082 to close and stop up part of the Original Shore Road Allowance (Parts 1 to 3 of Plan 42R-22235) in front of Little Whitefish Lake and to transfer the Shore Road Allowance to the abutting owner.

Background & Analysis:

APPLICATION NO: RAS-2021-0014-H
Applicants: Stephen and Heather Kent
Subject Lands: PCL 17380 SEC SS; PT LT 103 CON A HUMPHREY;
PT LT 104 CON A HUMPHREY PT 1, 2 & 5 42R2883;
S/T PT 2 & 5 42R2883 AS IN LT90129; SEGUIN
Civic Address: 160B Highway 141
Roll No.: 4903-010-009-12000

On June 8th, 2021, application was made by the owner to purchase part of the Original Shore Road Allowance (SRA) laid out along the shores of Little Whitefish Lake, in front of Lot 104, Concession A, designated as Parts 1 to 3 according to Plan 42R-22235.

FIGURE 1: PROPERTY DESCRIPTION



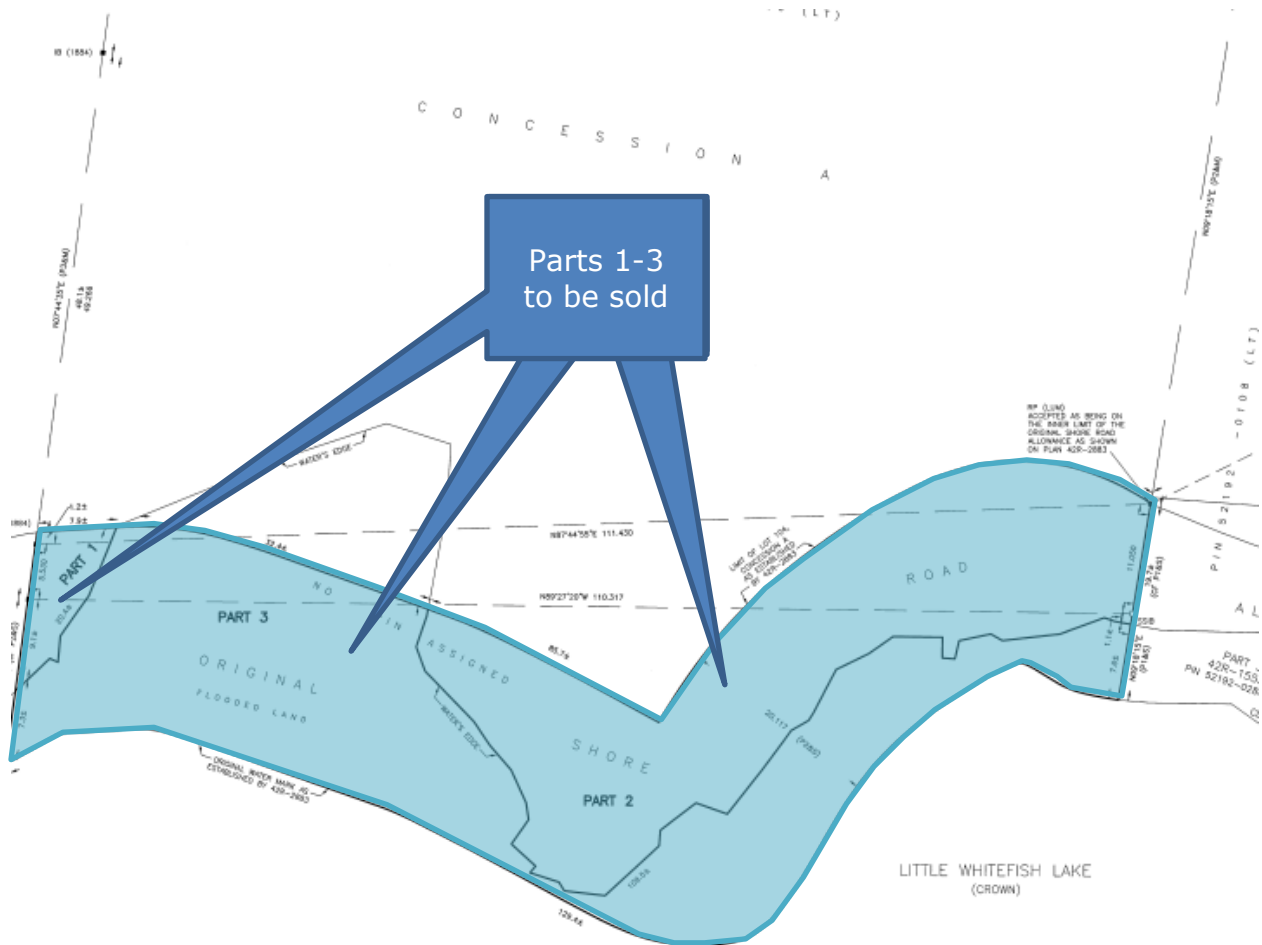
In 2013 Council directed Staff to review the policy and procedures for the closing of Shore Road Allowances, and directed staff to proceed with the following approach:

Placing a restrictive covenant on the lands that places a specific prohibition on title that Council considers appropriate to advance the objectives of the Official Plan. This could be used to prohibit certain uses or structures contrary to the Township by-laws. The covenant could also be used to provide another level of protection for areas of natural vegetation and steep slopes.

The applicant has agreed to enter into a Restrictive Covenant with the Township in order to purchase the SRA lands known as Parts 1 to 3

registered plan 42R-22235. A draft of the Restrictive Covenant is attached in Schedule B of this report.

FIGURE 2: 42R-22235(Excerpt)



Financial Impacts:

Selling the requested Shore Road Allowance will have a positive financial impact on the Township. The cost of land is determined by the lake and the amount of frontage on the subject lands. The land value cost for this application is approximately \$6,500.00.

Options/Alternatives:

Council has two options on how to proceed with the request to acquire the subject Shore Road Allowance.

Option 1: Sell the portion of the Shore Road Allowance to the applicant, as requested.

Option 2: Do not sell any portion of the Shore Road Allowance at this time.

Staff recommends Option 1.

Strategic Plan Alignment:

Goal 3 of the Strategic Plan is Exceptional Community Experience. A Council priority is to improve planning and permitted processes by ensuring the planning process is easy to understand and easy to navigate by promoting service excellence and develop materials to assist community members in better understanding the approvals process.

Conclusion:

It is the recommendation of the Planning Department that Council pass By-law 2023-082(Schedule A) to close and stop up, and transfer those parts of the Original Shore Road Allowance designated as Parts 1 to 3, of Plan 42R-22235 in front of the subject property at 160B Highway 141. By-law 2023-082 also authorizes Council to enter into a Restrictive Covenant Agreement (Schedule B) with the owner of the abutting lands that preserves the economic, environmental and social values of the transferred Shore Road Allowance.

Prepared by:

Melissa Profit

Melissa Profit
Planning Technician

Reviewed by:

Lauren Rettie

Lauren Rettie
Senior Planner

Approved by:

T. Elgie

Taylor Elgie, MCIP, RPP
Director of Planning



Jason Inwood
Chief Administrative Officer

Attachments:

Schedule A – Draft By-Law 2023-082

Schedule B – Draft Restrictive Covenants Agreement

MP/LR/TE/JI

THE CORPORATION OF THE TOWNSHIP OF SEGUIN

BY-LAW NO. 2023-082

TO CLOSE AND STOP UP THE ORIGINAL SHORE ROAD ALLOWANCE LAID OUT ALONG THE SHORES OF LITTLE WHITEFISH LAKE, IN FRONT OF LOT 104, CONCESSION A, IN THE GEOGRAPHIC TOWNSHIP OF HUMPHREY, NOW TOWNSHIP OF SEGUIN, IN THE DISTRICT OF PARRY SOUND, BEING DESIGNATED AS PARTS 1-3, ACCORDING TO PLAN 42R-22235. AND TO SELL PARTS 1-3 ACCORDING TO PLAN 42R-22235.

WHEREAS it is deemed expedient in the interest of the Corporation of the Township of Seguin, hereinafter called the Corporation, that the original unopened shore road allowance described in Schedule A hereto be closed, and thereafter Parts 1-3 according to Plan 42R-22235 be sold and conveyed to the adjacent owners;

AND WHEREAS the adjacent owners have made a request to the Corporation for the purchase of part of the said original unopened shore road allowance being designated as Parts 1-3 according to Plan 42R-22235.

AND WHEREAS the adjacent owners have agreed to accept the registration of restrictive covenants on the lands in accordance with the Corporation's policies.

AND WHEREAS public notice of the intention of the Corporation to close the said portion of the said shore road allowance has been in accordance with the municipality's by-laws regarding the same.

AND WHEREAS no persons objected to the closing in writing or appeared before the Council claiming that his, her or its lands will be prejudicially affected by this By-law.

AND WHEREAS no person uses the road allowance for motor vehicle access to or from the person's land.

AND WHEREAS the road allowance does not abut land owned by the Crown in right of Canada or lead to or abut on the bridge, wharf, dock, quay or other work owned by the Crown in right of Canada.

NOW THEREFORE the Council of THE CORPORATION OF THE TOWNSHIP OF SEGUIN enacts as follows:

1. THAT upon and after the passing of this By-law that part of the original unopened shore road allowance described in Schedule A hereto, be and the same is hereby closed and stopped up.
2. THAT upon and after passing of this By-law that part of the road allowance designated as Parts 1-3 according to Plan 42R-22235, be sold and conveyed by the Corporation to the adjacent owner or owners forthwith after this By-law comes into effect for other lawful consideration and the sum of One Dollar (\$1.00).
3. THAT the road allowance described in Schedule A hereto is declared surplus.

4. THAT the Mayor and Clerk be and they are hereby authorized and directed to sign all such conveyances as may be necessary and expedient for carrying out the provisions of this By-law, and to affix to such conveyances the Corporate Seal of the Municipality.

PASSED in Council, September 5, 2023.

Certified to be a true copy of
By-law No. 2023-082 passed in
Council, this 5th day of September, 2023

ANN MACDIARMID, Mayor

CRAIG JEFFERY, Clerk

CRAIG JEFFERY, Clerk

DRAFT

SCHEDULE A

Parts of the original shore road allowance laid out along the shores of Little Whitefish Lake, in front of Lot 104, Concession A, in the Geographic Township of Humphrey, now Township of Seguin, in the District of Parry Sound, being designated as Parts 1-3, according to Plan 42R-22235.

DRAFT

RESTRICTIVE COVENANTS

MADE IN TRIPLICATE this day of , 2023

BETWEEN:

STEPHEN VICTOR KENT and HEATHER MARILYN KENT
COVENANTOR (Hereinafter called the “**OWNER**”)

-and-

THE CORPORATION OF THE TOWNSHIP OF SEGUIN
COVENANTEE (Hereinafter called the “**TOWNSHIP**”)

The following restrictive covenants are hereby annexed to the lands described in this Application being

PART SHORE ROAD ALLOWANCE IN FRONT OF LOT 104, CONCESSION A,
IN THE GEOGRAPHIC TOWNSHIP OF HUMPHREY; PARTS 1 - 3 ON PLAN
42R-22235; TOWNSHIP OF SEGUIN

(Hereinafter referenced as the “**lands**”)

for a period to expire 50 years from the date of registration of this Agreement and the benefit shall run with land now owned by The Corporation of the Township of Seguin (the “Township”) being

PIN 52197-0330 RDAL BTN LT 100 AND LT 101 CON A HUMPHREY; RDAL
BTN LT 100 AND LT 101 CON B HUMPHREY BTN SHORE RDAL ALONG
WHITEFISH LAKE & SHORE RDAL ALONG LITTLE WHITEFISH LAKE;
SEGUIN
PIN 52192-0897 RDAL BTN CON 13 AND CON A HUMPHREY E OF HWY94;
SEGUIN
PIN 52192-0827 FIRSTLY: HUMPHREY DR PL 290; SECONDLY: PT LT 105
CON A HUMPHREY AS IN RO30999 & RO31014 (FIRSTLY); SEGUIN

The covenants shall be binding upon and enure to the benefit of the respective heirs, executors, administrators, successors, and assigns of the owners of the lands and the owner of the Township lands.

These covenants are intended to enhance and preserve the economic, environmental and social values of the foregoing lands and to benefit the foregoing lands by protecting and preserving the natural state of the shoreline and shorelands of Little Whitefish Lake.

But for the imposition of the following restrictions and the intention of the parties for such restrictions to bind future owners of said lands, The Corporation of the Township of Seguin would not convey this shore road allowance to the abutting property owner.

USES, BUILDINGS, STRUCTURES

1. No part of the Lands shall be used for:

Renewable Energy Facilities

The purpose of installing, erecting, maintaining, and/or operating a renewable energy generation facility or project unless such renewable energy facility is exempt from the operation of these restrictive covenants (being encumbrances upon land) by operation of the applicable Provincial Legislation and Regulations governing, regulating and/or authorizing the installation, erection, maintenance and/or operation of renewable energy general facilities and/or projects.

Aeronautics

The storage or placement of any aircraft, including but not limited to airplanes, helicopters, gliders, etc. and/or any building or structure designed to, intended for, capable of and/or used for housing aircraft.

Landscaping

The creation of landscaped water features such as reflecting pools, waterfalls and other non-naturally occurring watercourses or water features.

Recreational Installations or Features

The establishment of slides, "zip" or rappelling lines and platforms, diving platforms or towers, unless the foregoing are located:

- a) on a dock permitted under the then applicable Township Zoning By-law, attached to the lands, and
- b) where such of the foregoing recreational installation features is or are located on that portion of the permitted dock which is located directly, on, over or above the water.

Boathouses and Docks

The erection of a boathouse and/or dock unless such boathouse and/or dock complies with the Township's Comprehensive Zoning By-law 2006-125 as it read and was in force on the date the Lands were conveyed by the Township to the owner. For further clarity, notwithstanding that the owner may apply under the provisions of the *Planning Act*, to vary or amend the provisions of By-law 2006-125 to permit a boathouse and/or dock:

- that is not permitted as the provisions read on the date the Lands were conveyed; or
 - that exceeds any regulated dimension which is stated as a maximum in such provisions as they read on the date the Lands were conveyed, or
 - that reduces any regulated dimension which is stated as a minimum in such provisions as they read on the date the lands were conveyed

such approval does not supercede the privity of this restrictive covenant and the Township's authority to enforce such restrictive covenant.

Buildings other than Boathouses or Docks

The erection of any building or structure, whether or not such building or structure requires a building permit, unless such building or structure complies with the Township's Comprehensive Zoning By-law 2006-125 as it read and was in force on the date the Lands were conveyed by the Township to the owner. For further clarity, notwithstanding that the owner may apply under the provisions of the *Planning Act*, to vary or amend the provisions of By-law 2006-125 to permit a building or structure:

- that is not permitted as the provisions read on the date the Lands were conveyed; or
 - that exceeds any regulated dimension which is stated as a maximum in such provisions as they read on the date the Lands were conveyed, or
 - that reduces any regulated dimension which is stated as a minimum in such provisions as they read on the date the lands were conveyed

such approval does not supercede the privity of this restrictive covenant and the Township's authority to enforce such restrictive covenant. For further clarity the foregoing restriction shall be read to include any buildings or structures entirely located above the ground within or suspended from trees or poles.

2. ENVIRONMENTAL PROTECTION ZONES

If the lands, or any part thereof, fall within an area identified by the Township as an Environmental Protection Zone, there shall be no use of said land, or any buildings thereon, except in accordance with Township zoning by-laws.

3. GENERAL

The foregoing restrictions apply notwithstanding any other restrictions imposed by Municipal By-law. Furthermore, for clarity, despite any conclusions by a court or other tribunal of competent jurisdiction otherwise that a Municipal By-law(s) does not prohibit the above, these restrictive covenants continue to operate to bind the land and prohibit the foregoing until such time as the Township, by by-law authorizes the deletion/ release or by by-law authorizes the modification of the restrictive covenant pursuant to section 3 below.

4. MODIFICATION

The Township or any successor municipal corporation, with the consent of the owner of the Lands, may alter or modify these restrictions in respect of the lands or any part thereof and such alteration or modification shall be evidenced by a municipal by-law. Furthermore, as a condition of the alteration or modification of these restrictive covenants the Owner agrees to the registration of a new restrictive covenant to give effect to the foregoing alteration or modification.

IN WITNESS WHEREOF the parties hereto have hereunto executed this agreement as follows:

By the OWNER on the _____ day of _____, 2023

Witness

STEPHEN VICTOR KENT

Witness

HEATHER MARILYN KENT

By the TOWNSHIP on the _____ day of _____, 2023

THE CORPORATION OF THE TOWNSHIP OF SEGUIN

ANN MACDIARMID, Mayor

CRAIG JEFFERY, Clerk



Seguin Township Staff Report to Council

Prepared for: Mayor and Members of Council

Subject: Shore Road Allowance & Deeming By-law Application (Chalmers)

From: Lauren Rettie, Senior Planner, Planning Department

Agenda Date: September 5th, 2023

Report No: DPS-PL-2023-091

Executive Summary:

RAS-2021-0030-H is an application to purchase the Shore Road Allowance (SRA) in front of 178 10th Concession, on Little Whitefish Lake.

D-2021-0011-H is a deeming by-law application which would allow the Shore Road Allowance to merge with the subject lands.

Staff recommend that Council pass By-law 2023-083 to close and stop up the requested Shore Road Allowance, and to transfer the Shore Road Allowance to the abutting owners. Staff also recommend that Deeming By-law 2023-084 be passed by Council.



Seguin Township Staff Report to Council

Prepared for: Mayor and Members of Council

Subject: Shore Road Allowance & Deeming By-law Application (Chalmers)

From: Lauren Rettie, Senior Planner, Planning Department

Agenda Date: September 5th, 2023

Report No: DPS-PL-2023-091

Recommendation:

That Council pass By-law 2023-083 to close and stop up part of the Original Shore Road Allowance (Parts 1 and 2 of Plan 42R-22078) in front of the subject lands at 178 10th Concession, and to transfer the Shore Road Allowance to the abutting owners, and;

That Deeming By-law 2023-084 be passed by Council.

Background & Analysis:

APPLICATION NO's:	Shore Road Allowance RAS-2021-0030-H Deeming By-law D-2021-0011-H
Applicants:	Gregg and Eva Chalmers
Subject Lands:	PCL 17818 SEC SS; LT 18 PL M50; SEGUIN
Roll No.:	4903-010-008-05100

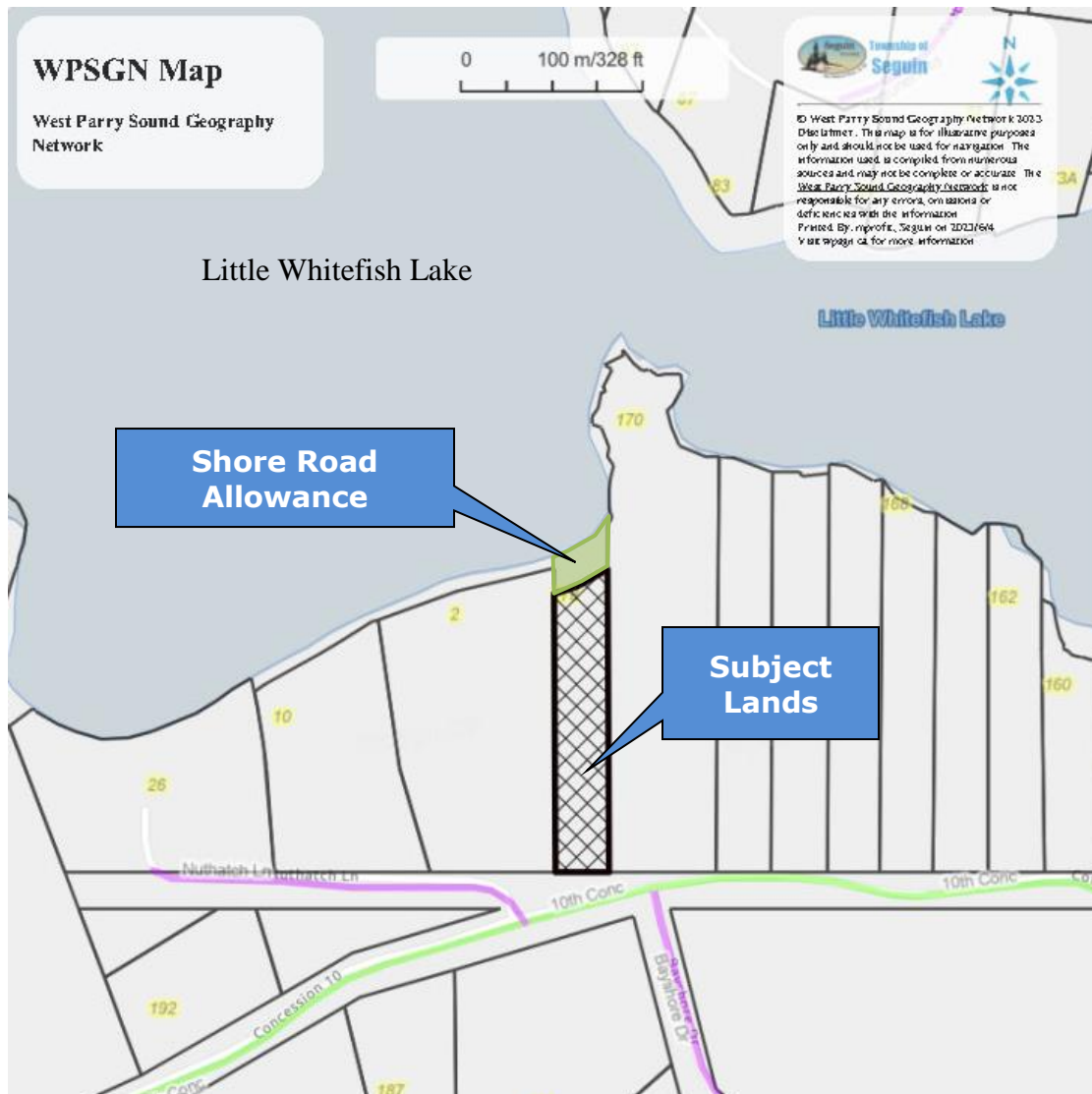
On December 3rd, 2021, application was made to purchase part of the Shore Road Allowance (SRA) laid out along the shores of Little Whitefish Lake, in front of Lot 29, Concession 11, designated as Parts 1 and 2 according to Plan 42R-22078.

Township Departments were circulated for comment and no concerns were identified. Through a file review by staff it was determined that there are no concerns of public interest on the subject SRA that would indicate that the lands should remain in Township ownership.

Consent forms from the abutting owners were not required as the neighbouring SRA lot lines have already been established.

The Owners have also made a request to pass a “deeming” by-law pursuant to Section 50(4) of the Planning Act that will allow the Original Shore Road Allowance to merge with the subject lands, which is described as Lot 18 on Plan M50.

FIGURE 1: KEY MAP

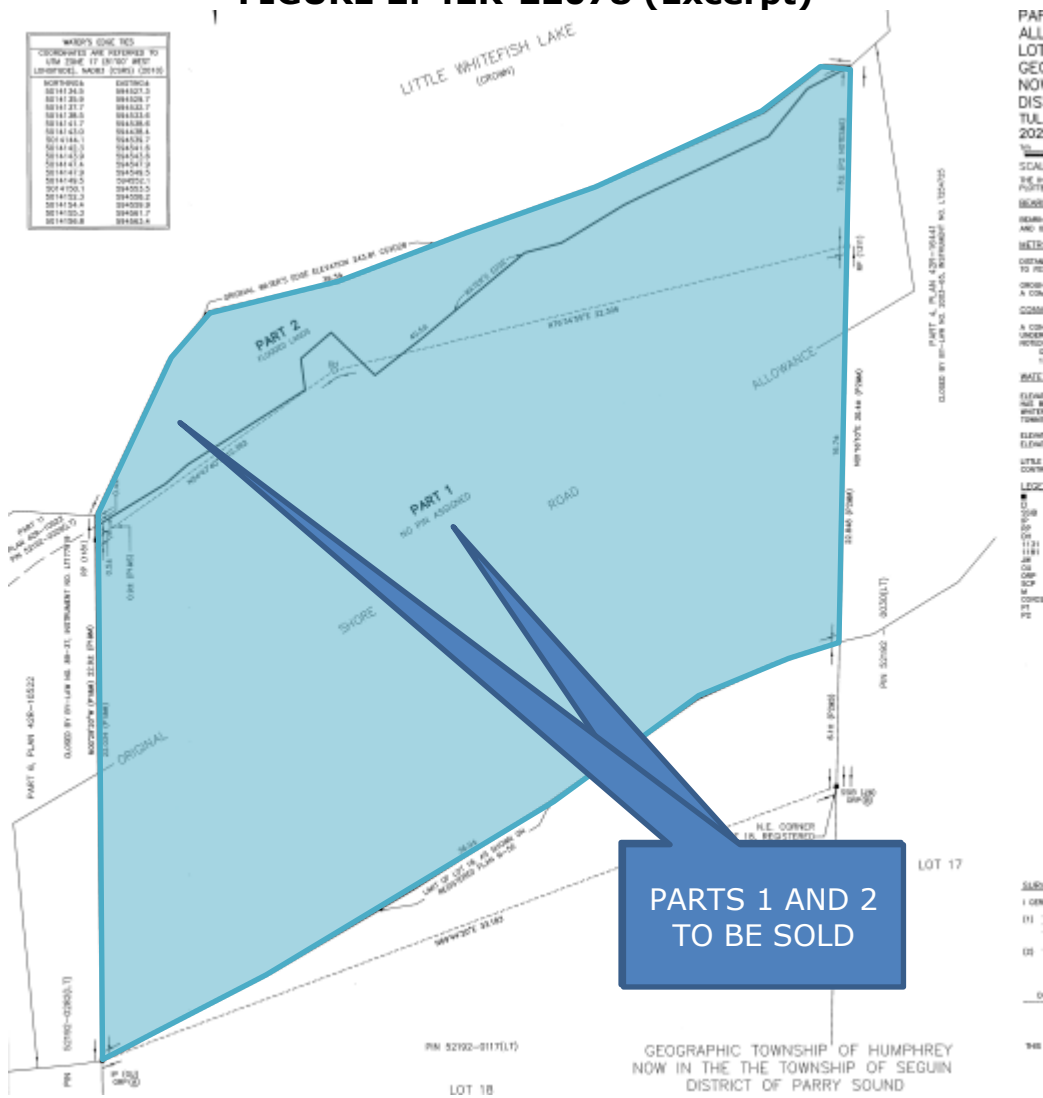


In 2013 Council directed Staff to review the policy and procedures for the closing of Shore Road Allowances, and directed staff to proceed with the following approach:

Placing a restrictive covenant on the lands that places a specific prohibition on title that Council considers appropriate to advance the objectives of the Official Plan. This could be used to prohibit certain uses or structures contrary to the Township by-laws. The covenant could also be used to provide another level of protection for areas of natural vegetation and steep slopes.

The applicants have agreed to enter into a Restrictive Covenant with the Township in order to purchase the SRA lands known as Parts 1 and 2 on registered plan 42R-22078. A draft of the Restrictive Covenant is attached in Schedule B of this report.

FIGURE 2: 42R-22078 (Excerpt)



Financial Impacts:

Selling the requested Shore Road Allowance will have a positive financial impact on the Township. The cost of land is determined by the lake and the amount of frontage on the subject lands. The land value cost for this application is approximately \$2,000.00.

Options/Alternatives:

Council has two options on how to proceed with the request to acquire the subject Shore Road Allowance.

Option 1: Sell the portion of the Shore Road Allowance to the applicant, as requested.

Option 2: Do not sell any portion of the Shore Road Allowance at this time.

Staff recommends Option 1.

Strategic Plan Alignment:

Goal 3 of the Strategic Plan is Exceptional Community Experience. A Council priority is to improve planning and permitted processes by ensuring the planning process is easy to understand and easy to navigate by promoting service excellence and develop materials to assist community members in better understanding the approvals process.

Conclusion:

It is the recommendation of the Planning Department that Council pass By-law 2023-083 (Schedule A) to close, stop up, and transfer those parts of the Original Shore Road Allowance designated as Parts 1 and 2 of Plan 42R-22078 in front of the subject property at 178 10th Concession. By-law 2023-083 also authorizes Council to enter into a Restrictive Covenant Agreement (Schedule B) with the owner of the abutting lands that preserves the economic, environmental and social values of the transferred Shore Road Allowance.

It is also the recommendation of staff that Council pass Deeming By-law 2023-084 (Schedule C) to allow for the Shore Road Allowance to merge with the subject lands.

Prepared by:

Melissa Profit

Melissa Profit
Planning Technician

Reviewed by:

Lauren Rettie

Lauren Rettie
Senior Planner

Approved by:

T. Elgie

Taylor Elgie, MCIP, RPP
Director of Planning

Jason Inwood

Jason Inwood
Chief Administrative Officer

Attachments:

Schedule A – Draft By-Law 2023-083

Schedule B – Draft Restrictive Covenants Agreement

Schedule C – Draft Deeming By-law 2023-084

MP/LI/TE/JI

THE CORPORATION OF THE TOWNSHIP OF SEGUIN

BY-LAW NO. 2023-083

TO CLOSE AND STOP UP THE ORIGINAL SHORE ROAD ALLOWANCE LAID OUT ALONG THE SHORES OF LITTLE WHITEFISH LAKE, IN FRONT OF LOT 29, CONCESSION 11, IN THE GEOGRAPHIC TOWNSHIP OF HUMPHREY, NOW TOWNSHIP OF SEGUIN, IN THE DISTRICT OF PARRY SOUND, BEING DESIGNATED AS PARTS 1 AND 2, ACCORDING TO PLAN 42R-22078.

AND TO SELL PARTS 1 AND 2 ACCORDING TO PLAN 42R-22078.

WHEREAS it is deemed expedient in the interest of the Corporation of the Township of Seguin, hereinafter called the Corporation, that the original unopened shore road allowance described in Schedule A hereto be closed, and thereafter Parts 1 and 2 according to Plan 42R-22078 be sold and conveyed to the adjacent owners;

AND WHEREAS the adjacent owners have made a request to the Corporation for the purchase of part of the said original unopened shore road allowance being designated as Parts 1 and 2 according to Plan 42R-22078.

AND WHEREAS the adjacent owners have agreed to accept the registration of restrictive covenants on the lands in accordance with the Corporation's policies.

AND WHEREAS public notice of the intention of the Corporation to close the said portion of the said shore road allowance has been in accordance with the municipality's by-laws regarding the same.

AND WHEREAS no persons objected to the closing in writing or appeared before the Council claiming that his, her or its lands will be prejudicially affected by this By-law.

AND WHEREAS no person uses the road allowance for motor vehicle access to or from the person's land.

AND WHEREAS the road allowance does not abut land owned by the Crown in right of Canada or lead to or abut on the bridge, wharf, dock, quay or other work owned by the Crown in right of Canada.

NOW THEREFORE the Council of THE CORPORATION OF THE TOWNSHIP OF SEGUIN enacts as follows:

1. THAT upon and after the passing of this By-law that part of the original unopened shore road allowance described in Schedule A hereto, be and the same is hereby closed and stopped up.

2. THAT upon and after passing of this By-law that part of the road allowance designated as Parts 1 and 2 according to Plan 42R-22078, be sold and conveyed by the Corporation to the adjacent owner or owners forthwith after this By-law comes into effect for other lawful consideration and the sum of One Dollar (\$1.00).

3. THAT the road allowance described in Schedule A hereto is declared surplus.

4. THAT the Mayor and Clerk be and they are hereby authorized and directed to sign all such conveyances as may be necessary and expedient for carrying out the provisions of this By-law, and to affix to such conveyances the Corporate Seal of the Municipality.

PASSED in Council September 5, 2023.

Certified to be a true copy of
By-law No. 2023-083 passed in
Council, this 5th day of September,
2023

ANN MACDIARMID, Mayor

CRAIG JEFFERY, Clerk

CRAIG JEFFERY, Clerk

DRAFT

SCHEDULE A

Part of the original shore road allowance laid out along the shores of Little Whitefish Lake, in front of Lot 29, Concession 11, in the Geographic Township of Humphrey, now Township of Seguin, in the District of Parry Sound, being designated as Parts 1 and 2, according to Plan 42R-22078.

DRAFT

RESTRICTIVE COVENANTS

MADE IN TRIPLICATE this day of , 2023

BETWEEN:

RONALD GREGG CHALMERS and EVA CHALMERS
COVENANTOR (Hereinafter called the “**OWNER**”)

-and-

THE CORPORATION OF THE TOWNSHIP OF SEGUIN
COVENANTEE (Hereinafter called the “**TOWNSHIP**”)

The following restrictive covenants are hereby annexed to the lands described in this Application being

PART SHORE ROAD ALLOWANCE IN FRONT OF LOT 29, CONCESSION 11,
IN THE GEOGRAPHIC TOWNSHIP OF HUMPHREY; PARTS 1 AND 2 ON
PLAN 42R-22078; TOWNSHIP OF SEGUIN
(Hereinafter referenced as the “**lands**”)

for a period to expire 50 years from the date of registration of this Agreement and the benefit shall run with land now owned by The Corporation of the Township of Seguin (the “Township”) being

PIN 52197-0330 RDAL BTN LT 100 AND LT 101 CON A HUMPHREY; RDAL
BTN LT 100 AND LT 101 CON B HUMPHREY BTN SHORE RDAL ALONG
WHITEFISH LAKE & SHORE RDAL ALONG LITTLE WHITEFISH LAKE;
SEGUIN
PIN 52192-0897 RDAL BTN CON 13 AND CON A HUMPHREY E OF HWY94;
SEGUIN
PIN 52192-0827 FIRSTLY: HUMPHREY DR PL 290; SECONDLY: PT LT 105
CON A HUMPHREY AS IN RO30999 & RO31014 (FIRSTLY); SEGUIN

The covenants shall be binding upon and enure to the benefit of the respective heirs, executors, administrators, successors, and assigns of the owners of the lands and the owner of the Township lands.

These covenants are intended to enhance and preserve the economic, environmental and social values of the foregoing lands and to benefit the foregoing lands by protecting and preserving the natural state of the shoreline and shorelands of Little Whitefish Lake.

But for the imposition of the following restrictions and the intention of the parties for such restrictions to bind future owners of said lands, The Corporation of the Township of Seguin would not convey this shore road allowance to the abutting property owner.

USES, BUILDINGS, STRUCTURES

1. No part of the Lands shall be used for:

Renewable Energy Facilities

The purpose of installing, erecting, maintaining, and/or operating a renewable energy generation facility or project unless such renewable energy facility is exempt from the operation of these restrictive covenants (being encumbrances upon land) by operation of the applicable Provincial Legislation and Regulations governing, regulating and/or authorizing the installation, erection, maintenance and/or operation of renewable energy general facilities and/or projects.

Aeronautics

The storage or placement of any aircraft, including but not limited to airplanes, helicopters, gliders, etc. and/or any building or structure designed to, intended for, capable of and/or used for housing aircraft.

Landscaping

The creation of landscaped water features such as reflecting pools, waterfalls and other non-naturally occurring watercourses or water features.

Recreational Installations or Features

The establishment of slides, "zip" or rappelling lines and platforms, diving platforms or towers, unless the foregoing are located:

- a) on a dock permitted under the then applicable Township Zoning By-law, attached to the lands, and
- b) where such of the foregoing recreational installation features is or are located on that portion of the permitted dock which is located directly, on, over or above the water.

Boathouses and Docks

The erection of a boathouse and/or dock unless such boathouse and/or dock complies with the Township's Comprehensive Zoning By-law 2006-125 as it read and was in force on the date the Lands were conveyed by the Township to the owner. For further clarity, notwithstanding that the owner may apply under the provisions of the *Planning Act*, to vary or amend the provisions of By-law 2006-125 to permit a boathouse and/or dock:

- that is not permitted as the provisions read on the date the Lands were conveyed; or
 - that exceeds any regulated dimension which is stated as a maximum in such provisions as they read on the date the Lands were conveyed, or
 - that reduces any regulated dimension which is stated as a minimum in such provisions as they read on the date the lands were conveyed

such approval does not supercede the privity of this restrictive covenant and the Township's authority to enforce such restrictive covenant.

Buildings other than Boathouses or Docks

The erection of any building or structure, whether or not such building or structure requires a building permit, unless such building or structure complies with the Township's Comprehensive Zoning By-law 2006-125 as it read and was in force on the date the Lands were conveyed by the Township to the owner. For further clarity, notwithstanding that the owner may apply under the provisions of the *Planning Act*, to vary or amend the provisions of By-law 2006-125 to permit a building or structure:

- that is not permitted as the provisions read on the date the Lands were conveyed; or
 - that exceeds any regulated dimension which is stated as a maximum in such provisions as they read on the date the Lands were conveyed, or
 - that reduces any regulated dimension which is stated as a minimum in such provisions as they read on the date the lands were conveyed

such approval does not supercede the privity of this restrictive covenant and the Township's authority to enforce such restrictive covenant. For further clarity the foregoing restriction shall be read to include any buildings or structures entirely located above the ground within or suspended from trees or poles.

2. ENVIRONMENTAL PROTECTION ZONES

If the lands, or any part thereof, fall within an area identified by the Township as an Environmental Protection Zone, there shall be no use of said land, or any buildings thereon, except in accordance with Township zoning by-laws.

3. GENERAL

The foregoing restrictions apply notwithstanding any other restrictions imposed by Municipal By-law. Furthermore, for clarity, despite any conclusions by a court or other tribunal of competent jurisdiction otherwise that a Municipal By-law(s) does not prohibit the above, these restrictive covenants continue to operate to bind the land and prohibit the foregoing until such time as the Township, by by-law authorizes the deletion/ release or by by-law authorizes the modification of the restrictive covenant pursuant to section 3 below.

4. MODIFICATION

The Township or any successor municipal corporation, with the consent of the owner of the Lands, may alter or modify these restrictions in respect of the lands or any part thereof and such alteration or modification shall be evidenced by a municipal by-law. Furthermore, as a condition of the alteration or modification of these restrictive covenants the Owner agrees to the registration of a new restrictive covenant to give effect to the foregoing alteration or modification.

IN WITNESS WHEREOF the parties hereto have hereunto executed this agreement as follows:

By the OWNER on the _____ day of _____, 2023

Witness

RONALD GREGG CHARLES

Witness

EVA CHALMERS

By the TOWNSHIP on the _____ day of _____, 2023

THE CORPORATION OF THE TOWNSHIP OF SEGUIN

ANN MACDIARMID, Mayor

CRAIG JEFFERY, Clerk

**THE CORPORATION OF THE TOWNSHIP OF SEGUIN
BY-LAW NO. 2023-084**

"Being a By-Law to deem Lot 18 of Plan M50 pursuant to Section 50(4) of The Planning Act not to be on a plan of subdivision".
Property Roll No. 4903-010-008-05100, File No. D-2021-0011-H (Chalmers)

WHEREAS Council may by By-law, designate any Plan of Subdivision, or part thereof, that has been registered for eight (8) years or more, to be deemed not a Registered Plan of Subdivision, for the purposes of Subsection 3 of Section 50 of the Planning Act, RSO 1990, c. P13, as amended;

AND WHEREAS the owner of Lot 18 of Plan M50 (formerly Township of Humphrey), being all of PIN 52192-0117, in the Township of Seguin, has requested Council to deem the lots in accordance with the provisions of Section 50(4) of The Planning Act;

AND WHEREAS Plan M50 has been registered for over eight (8) years;

NOW THEREFORE COUNCIL FOR THE CORPORATION OF THE TOWNSHIP OF SEGUIN HEREBY ENACTS AS FOLLOWS:

1. That Lot 18 of Plan M50, Township of Seguin (formerly Humphrey), being all of PIN 52192-0117, be deemed under Section 50(4) of the Planning Act, RSO 1990, c. P13, not to be part of a registered Plan for the purposes of Subsection 3 of Section 50 of The Planning Act.

By-law **READ** a **FIRST, SECOND** and **THIRD** TIME, AND FINALLY **PASSED**, this 5th day of September, 2023.

**Mayor
Ann MacDiarmid**

**Clerk
Craig Jeffery**

Delegations

TOWNSHIP OF SEGUIN

“Request to be Heard by Council” Form

Please Note: Delegations to Council are limited to 10 minutes in length, Persons desiring to present information to Council or to make a request of Council shall provide a completed “*Request to be Heard by Council*” form to the Clerk no later than 4:00 p.m. on the Monday preceding the next regularly scheduled Council meeting. Submission of this form prior to 4:00 p.m. does not guarantee granting of delegate status for the meeting date requested. The Clerk shall have discretion to limit the number of delegations in order to facilitate an orderly and timely meeting.

Please print

Date of Council Meeting You Wish to Attend: September 5, 2023

Name and Telephone No.: Kathy Raddon ; T - 416.229.4646 ext. 2368

Group Being Represented: Dillon Consulting Ltd.

Address:

235 Yorkland Boulevard, Suite 800
Toronto, Ontario, M2J 4Y8

Please provide a brief outline of the topic/issue you wish to speak about.

Dillon Consulting has been retained by the Township of Seguin to provide the Township's first Waste Management Strategy. The delegation will provide a 10-minute presentation to reflect progress on the project, including what we heard during the public engagement activities, and proposed Waste Strategy goals. The intention of this delegation is to provide an interim project update to inform Council about the strategy as it is being developed.

K Raddon

Signature

August 22, 2023

Date



Waste Management Strategy

Township of Seguin

September 5, 2023



DILLON
CONSULTING

Meeting Overview

Waste Management Strategy purpose:

- Seguin's first waste management strategy
- Provide options to improve infrastructure, programs and policies over the long term

Foundational Principles:

- Recover and reuse what can be recycled.
- Adopt a straightforward waste management system to encourage public cooperation and engagement.
- Balance the program to promote community engagement, environmental responsibility and economic viability.



Key Project Tasks and Timeline

Phase 1: Where are we now?

- How is waste currently managed?
- What do people think about the current management of waste?

March – July
2023



Phase 2: Where do we want to be?

- How is the anticipated impact of population growth to waste management needs?
- What are our goals and how will we measure our progress?

June – July
2023



Phase 3: How do we get there?

- What policies, programs, infrastructure and bylaws will help us achieve our goals?
- What are the estimated costs to make changes?

July – October
2023

Phase 1: Public Engagement

Community engagement was conducted in June 2023 and included:

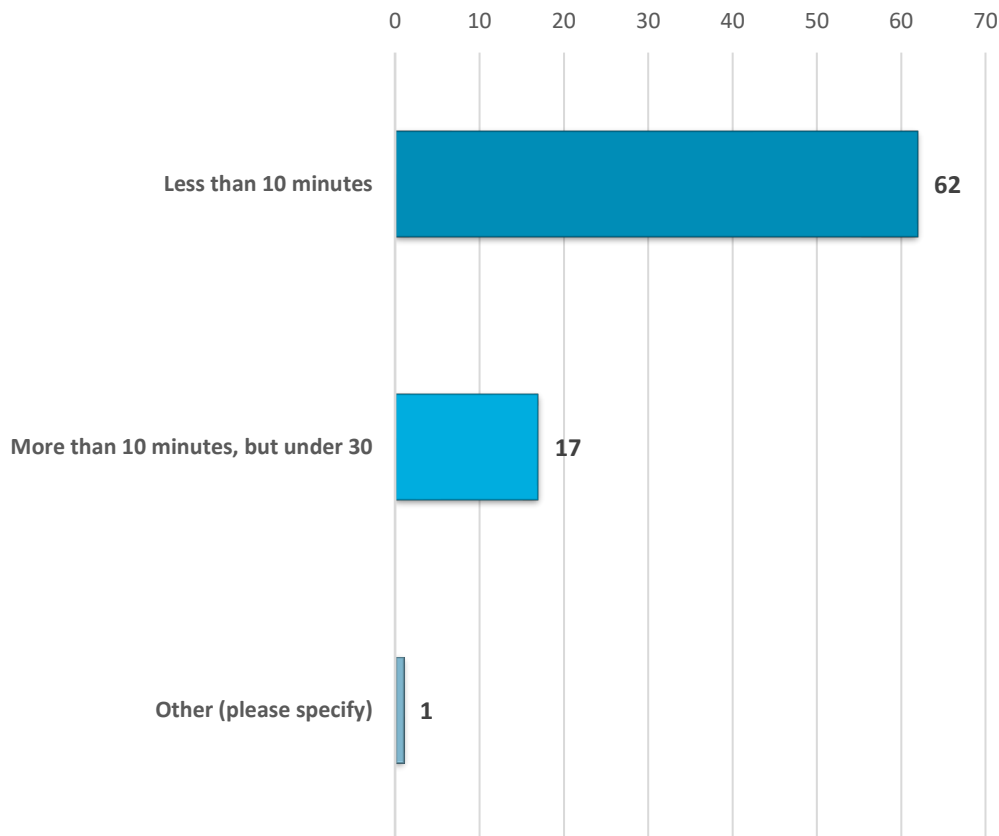
- Let's Connect Seguin website presence
- An online survey: 115 responses
- Public engagement at two waste facilities & at the Free Dump Day

We heard that residents would like:

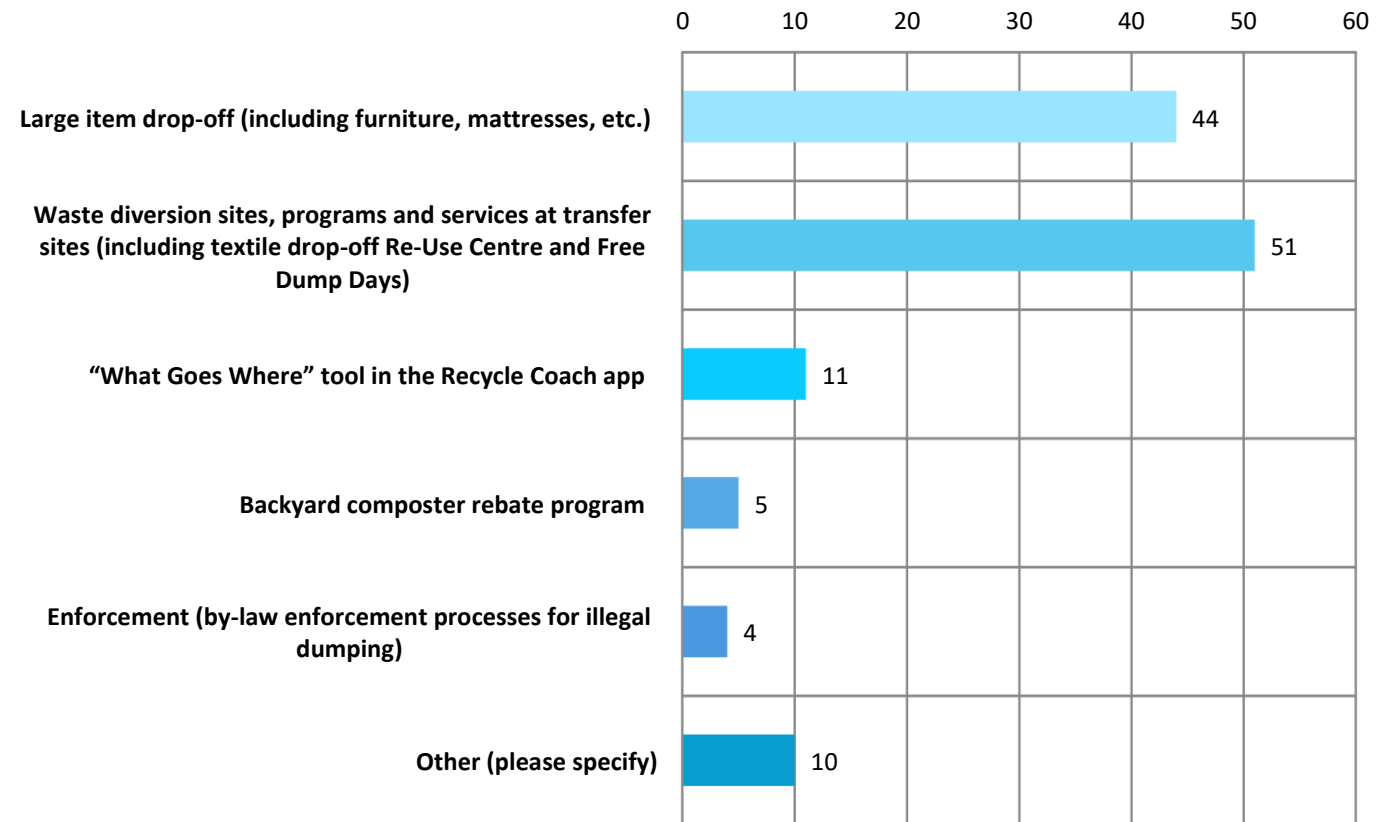
- More locations to dispose of items that are currently accepted at landfill
- More items accepted for reuse
- Increase illegal dumping enforcement
- Implement composting programs at transfer stations
- More waste management promotion and education
- More incentives for people to divert more and litter less

Phase 1: Public Engagement – Key Themes

How far is your home to the closest transfer site?



What's working well?



Proposed Waste Strategy Goals

1. Make Seguin a waste management leader amongst rural municipalities
2. Enhance long-term waste management system planning
3. Take action to implement climate change plans
4. Promote responsible behaviour and develop a sharing culture

Phase 3: Long-List of Options

A list of 30 options were developed and discussed with staff to identify potential improvements to:

- Policies and Programs
- Infrastructure Requirements
- Service and Maintenance Requirements

Option	Option Description	Option source [s]	1	2	3	4	Comments
Expansion of Re-Store	Expand the Re-Store to accept and redistribute renovation materials. Habitat for Humanity may be approached to explore the potential for partnership. ECA amendments are likely to be required if the program operates at the Transfer Stations. As an alternative option, an online exchange platform could be developed.	RFP Objective 1 "Continuation and expansion of the Re-Store"					I think this is a low hanging fruit to renovate and expand. Include a washroom and potable water for landfill attendants if possible
Centralized organic program	Provide a separate organic waste collection container at transfer stations and develop a processing solution (e.g. compost a processor, or build compost infrastructure).	RFP Objective 1 "Implement a compost program" Community CAP: Objective 13 - Improve regional diversion of organic waste. Objective 13.2: Explore initiating a green bin program and implement where feasible. SVOT analysis: Weaknesses - Composting, Diversion. Module 3 workshop: Proposed new services - Public consultation feedback - Composting at transfer sites.					In open to both of these either way
Decentralized organic program	Increase promotion and education (P&E) related to an organic program and provide more decentralized composting options.	RFP Objective 1 "Implement a compost program" Community CAP: Objective 13 - Improve regional diversion of organic waste. SVOT analysis: Weaknesses - Composting, Diversion. Corporate CAP: Objective 7 - Develop and promote education materials for staff on corporate waste reduction					
Implement a mulching program	Provide shipping services at transfer stations on dedicated days (especially when fire bans are in place) and/or a service through which residents can receive mulch.	RFP "Implement a mulching service" Module 3 workshop: Additional thoughts - Pilot project for collection to brush crew (not being able to burn brush during fire bans)					Maybe part of landfill grinding process?
Develop mentorship program	Program would be volunteer based and participating residents would receive training and P&E supplies from the Township so that they can encourage others to participate in composting. The program could be developed for decentralized or centralized organic programs.	Community CAP: Objective 13 - Improve regional diversion of organic waste Objective 13.3: Develop a "Kitchen to Compost" mentorship program for those new to composting.					
Construction/demolition diversion	Implement a fee-based program for construction and development (C&D) waste so that it is collected separately at the transfer stations and diverted from the landfill, with cost-recovery for the Township.	Module 3 workshop: Things to address - Public consultation feedback - Address issues with construction waste					Would our ECA allow this at our transfer sites? I think, a must is a scale to capture missed costs. The sites might be difficult, but maybe kept separate at the landfill for diversion
	Adopt multiple P&E tactics that are appropriate for targeted audiences, including schools, site users, app users, and residents accessing other Township services (e.g., libraries)	RFP Objective 1 "Create supporting materials (signs, brochures, bulletins, social media posts to educate the public to make it easy and intuitive participate in waste management)" Module 3 workshop: Proposed enhanced services - What we					Agree

Phase 3: Evaluation Criteria

Financial:

- Are the capital costs low, medium or high relative to comparable options? Are the operating costs relatively close to the current annual operating budget?
- To what extent are there risks associated with the option, such as the need for upgrades, maintenance, or system changes that would result in stranded assets?

Environmental:

- Will the option reduce the quantity of garbage sent to the landfill?
- Will the option support the achievement of community and corporate CCAP goals?

Social:

- Will the option enhance service delivery and encourage proper participation?
- To what extent are there risks associated with the option, such as public safety, liability, nuisance and pollution?

Phase 3: Short List of Options

A short list of 12 options was identified that will be further developed and evaluated. At a high-level, the options will:

1. Expand the Re-Store
2. Study feasibility of organics program
3. Consider potential for the diversion of construction and demolition material
4. Increase promotion & education (P&E): Create P&E Strategy, increase communications budget/provide education to the public, public surveys, update transfer station signage
5. Develop a strategy to reduce illegal dumping: Increase transfer station and landfill enforcement, install cameras at transfer stations
6. Engage with businesses: Support elimination of single-use plastics, implement green award competition
7. Research opportunities for micro-scale energy production
8. Implement waste audits
9. Reconfigure existing assets: Plan for infrastructure and site improvements
10. Install a weigh scale
11. Consider increase to Public Works staff complement
12. Consider hours of operation, staffing of Transfer Sites, harmonization of service level with neighbouring jurisdictions



Waste Management Strategy

Township of Seguin

September 5, 2023



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Staff Reports



Seguin Township

Staff Report to Council

Prepared for: Mayor and Members of Council

Subject: Schedule of Regular Meetings of Council for the Year 2024

From: Craig Jeffery, Clerk

Agenda Date: September 5, 2023

Report No: AD-2023-012

Executive Summary:

This report provides Council with a proposed schedule of regular meetings of Council for 2024.

The proposed schedule retains the format of 1 council meeting per month in January (Rural Ontario Municipal Association Conference), February, March, now May (Federation of Northern Ontario Municipalities Conference is now the first week of May), August (Association of Municipalities of Ontario Conference) and December. And 2 council meetings per month in April, June, July, September, October and November.



Seguin Township

Staff Report to Council

Prepared for: Mayor and Members of Council

Subject: Schedule of Regular Meetings of Council for the Year 2024

From: Craig Jeffery, Clerk

Agenda Date: September 5, 2023

Report No: AD-2023-012

Recommendation:

That Council approves the Schedule of Regular Meetings of Council for the Year 2024.

Background & Analysis:

Each year in August/September staff provides Council with a proposed schedule of regular meetings of Council for the upcoming calendar year.

By adopting the meeting schedule in the preceding year, Council enables staff to plan and schedule various functions necessary for the efficient and effective operation of various tasks including budget and strategic planning scheduling, committee meetings, review and scheduling of planning applications, vacations, etc.

Financial Impacts:

There are no financial implications related to this report.

Strategic Plan Alignment:

This matter is not directly tied to the Goals and Objectives of the Strategic Plan.

Conclusion:

That Council adopts the proposed schedule of regular meetings of Council for the year 2024.

Prepared by:



**Craig Jeffery,
Clerk**

Reviewed by:



**Jason Inwood,
Chief Administrative Officer**

Attachments:

- Schedule "A" – Proposed Schedule of Regular Meetings of Council for the Year 2024.
- Schedule "B" – Schedule of Regular Meetings of Council for the Year 2023.

Proposed Schedule of Regular Meetings of Council for the Year 2024

Month	Day
January	15 (2024 ROMA Conference 21-23)
February	5
March	4
April	2 (Tuesday) & 15 (2024 OGRA Conference 21-24) (DPSMA Spring Meeting likely April 26 but date currently not confirmed, has been on the last Friday in April for the past several years)
May	13 (2024 FONOM Conference 6-8)
June	3 & 17
July	2 (Tuesday) & 15
August	6 (Tuesday) (2024 AMO Conference 18-21)
September	3 (Tuesday) & 16 (DPSMA Fall Meeting date currently not confirmed, has been on a Friday in September for the past several years)
October	7 & 21
November	4 & 18
December	2

Schedule of Regular Meetings of Council for the Year 2023

Month	Day
January	9 (Approve Operating & Capital Budgets in Principle) (2023 ROMA Conference Jan. 22 to 24)
February	6
March	6
April	3 (2023 OGRA Conference April 16 to 19) (DPSMA Spring Meeting likely April 28 but date currently not confirmed, has been on the last Friday in April for the past several years)
May	1 & 15 (2023 FONOM Conference May 8 to 10)
June	5 & 19
July	4 (Tuesday) & 17 (added 10 for Strategic Plan)
August	8 (Tuesday) (2023 AMO Conference Aug. 20 to 23)
September	5 (Tuesday) & 18 (DPSMA Fall Meeting date currently not confirmed, has been on a Friday in September for the past several years)
October	2 & 16
November	6 & 20
December	4 (added 18 for 2024 Budget)



Seguin Township Financial Update To August 24, 2023

Highlights:

We are currently forecasting a small operational surplus of \$62,510, which is up slightly from the July 27 projected surplus of \$51,250. The largest positive change was in Building Permits, which are very strong this summer; so far in the month of August, permit revenues total just under \$92,000. Operationally, individual departments continue to deal with external cost pressures, by finding innovative ways to meet these challenges without affecting service levels. Public Works in particular has been adversely affected by the cost of fuel, as seen by the projected operational deficit.

Tax Arrears:

Total outstanding Tax Arrears are currently to \$5,711,889, compared to \$5,173,413 on the same date in 2022, an increase of 10.4%; in June 2023, the increase was 9.2%, so we are seeing a very slight decline in collections. Staff will continue to closely monitor the outstanding tax arrears, and report to Council monthly.

Capital and Reserves:

Capital projects are continuing, with approximately \$5.238 million of the \$7.7 million capital budget either spent or committed. Of note is the replacement of the Humphrey Community Centre Roof, which was completed while the ice was in, and came in on time and under

budget. Actual expenditures on a project basis within each functional area are attached to this report.

Activity in the Reserves and Reserve Funds has also been minimal, consisting of some SRA/CRA sales, parkland dedication revenues and interest income, as shown in the summary.

Respectfully submitted,

A handwritten signature in cursive script that reads "Michele C. Fraser".

Michele C. Fraser, BA, MBA, CPA, CA
Chief Financial Officer and Treasurer

**TOWNSHIP OF SEGUIN
2023 BUDGET - OPERATING FUND SUMMARY**

		2023 Budget	8/24/2023 YTD Actuals	Projected BOY to 12/31/2023	Projected 12/31/2023	Variance
Revenue						
Taxation	Final Tax Levy	\$ (14,179,180.28)	\$ (17,203,772.66)	\$ 3,024,592.00	\$ (14,179,180.66)	\$ 0.38
	Supplementaries	\$ (120,000.00)	\$ (65,509.34)	\$ (54,500.00)	\$ (120,009.34)	\$ 9.34
	Tax Writeoffs	\$ 15,000.00	\$ 24,019.09	\$ (9,000.00)	\$ 15,019.09	\$ (19.09)
	Payments in Lieu	\$ (106,075.53)	\$ (76,569.44)	\$ (29,500.00)	\$ (106,069.44)	\$ (6.09)
Grants	OMPF	\$ (1,990,400.00)	\$ (1,492,800.00)	\$ (497,600.00)	\$ (1,990,400.00)	\$ -
	POA	\$ (20,000.00)	\$ (2,898.44)	\$ (17,000.00)	\$ (19,898.44)	\$ (101.56)
	Recycling	\$ (150,000.00)	\$ (84,119.72)	\$ (66,500.00)	\$ (150,619.72)	\$ 619.72
	Small Water Grant	\$ (12,000.00)	\$ (7,562.00)	\$ (4,000.00)	\$ (11,562.00)	\$ (438.00)
	Other Grants	\$ (5,000.00)	\$ (1,085.00)	\$ (3,915.00)	\$ (5,000.00)	\$ -
User Fees	Administration	\$ (24,000.00)	\$ (23,163.88)	\$ (1,000.00)	\$ (24,163.88)	\$ 163.88
	Building and Bylaw	\$ (491,420.00)	\$ (521,731.91)	\$ (40,000.00)	\$ (561,731.91)	\$ 70,311.91
	Fire	\$ (125,050.00)	\$ (66,440.79)	\$ (59,000.00)	\$ (125,440.79)	\$ 390.79
	911	\$ (1,500.00)	\$ (1,130.00)	\$ (400.00)	\$ (1,530.00)	\$ 30.00
	Roads	\$ (3,000.00)	\$ (3,827.36)	\$ (500.00)	\$ (4,327.36)	\$ 1,327.36
	Waste Management	\$ (102,000.00)	\$ (38,296.28)	\$ (65,000.00)	\$ (103,296.28)	\$ 1,296.28
	Cemetery	\$ (16,650.00)	\$ (12,301.40)	\$ (5,000.00)	\$ (17,301.40)	\$ 651.40
	Parks and Recreation	\$ (219,000.00)	\$ (134,329.04)	\$ (85,000.00)	\$ (219,329.04)	\$ 329.04
	Planning	\$ (106,500.00)	\$ (69,830.31)	\$ (37,500.00)	\$ (107,330.31)	\$ 830.31
Donations		\$ -	\$ (100.00)	\$ -	\$ (100.00)	\$ 100.00
Sale of Land & Assets - net of expenses		\$ -	\$ -	\$ -	\$ -	\$ -
Investment Income	Interest	\$ (115,000.00)	\$ (116,127.22)	\$ (35,000.00)	\$ (151,127.22)	\$ 36,127.22
	Airport/CoC Loan	\$ (30,000.00)	\$ -	\$ (30,000.00)	\$ (30,000.00)	\$ -
Penalty & Interest on Taxes		\$ (200,000.00)	\$ (141,019.98)	\$ (70,000.00)	\$ (211,019.98)	\$ 11,019.98
		\$ (18,001,775.81)	\$ (20,038,595.68)	\$ 1,914,177.00	\$ (18,124,418.68)	\$ 122,642.87
Expenditures						
Committees		\$ 13,000.00	\$ 5,580.00	\$ 7,500.00	\$ 13,080.00	\$ (80.00)
Council		\$ 227,910.29	\$ 138,923.16	\$ 89,000.00	\$ 227,923.16	\$ (12.87)
Administration/Treasury		\$ 1,843,650.49	\$ 1,209,828.60	\$ 634,000.00	\$ 1,843,828.60	\$ (178.11)
Clerk's Department		\$ 341,450.00	\$ 197,765.21	\$ 145,000.00	\$ 342,765.21	\$ (1,315.21)
Fire		\$ 817,513.02	\$ 520,132.20	\$ 297,000.00	\$ 817,132.20	\$ 380.82
Building		\$ 627,434.40	\$ 409,977.00	\$ 217,500.00	\$ 627,477.00	\$ (42.60)
Bylaw Enforcement		\$ 314,850.00	\$ 206,496.53	\$ 108,350.00	\$ 314,846.53	\$ 3.47
Police Services		\$ 1,215,681.00	\$ 604,876.59	\$ 607,840.00	\$ 1,212,716.59	\$ 2,964.41
Water Quality/Septic Inspection		\$ 72,075.84	\$ 23,504.73	\$ 48,570.00	\$ 72,074.73	\$ 1.11
Roads		\$ 3,130,172.00	\$ 2,282,551.94	\$ 900,000.00	\$ 3,182,551.94	\$ (52,379.94)
Waste Management		\$ 1,247,070.00	\$ 796,052.15	\$ 452,000.00	\$ 1,248,052.15	\$ (982.15)
Health Services		\$ 1,345,631.25	\$ 1,019,295.01	\$ 326,300.00	\$ 1,345,595.01	\$ 36.24
Cemetery		\$ 57,912.36	\$ 36,887.26	\$ 21,000.00	\$ 57,887.26	\$ 25.10
DSSAB		\$ 1,593,989.00	\$ 1,195,491.51	\$ 398,497.00	\$ 1,593,988.51	\$ 0.49
Belvedere Heights		\$ 420,573.00	\$ 420,572.00	\$ -	\$ 420,572.00	\$ 1.00
Parks and Recreation		\$ 1,685,960.48	\$ 1,189,445.47	\$ 503,000.00	\$ 1,692,445.47	\$ (6,484.99)
Libraries		\$ 203,338.42	\$ 203,338.42	\$ -	\$ 203,338.42	\$ -
Museums		\$ 32,667.28	\$ 26,248.53	\$ 6,400.00	\$ 32,648.53	\$ 18.75
Planning		\$ 666,400.00	\$ 405,792.66	\$ 260,600.00	\$ 666,392.66	\$ 7.34
Economic Development, incl Airport		\$ 79,463.05	\$ 49,330.00	\$ 30,130.00	\$ 79,460.00	\$ 3.05
		\$ 15,936,741.88	\$ 10,944,187.77	\$ 5,052,687.00	\$ 15,996,874.77	\$ (60,132.89)
Reserve Transfers						
Transfer to Reserves - Capital		\$ 2,215,750.30	\$ -	\$ 2,215,750.30	\$ 2,215,750.30	\$ -
Transfer from Reserves - Grid Movement		\$ (59,140.00)	\$ -	\$ (59,140.00)	\$ (59,140.00)	\$ -
Transfer to Reserves - Operating		\$ 27,000.00	\$ -	\$ 27,000.00	\$ 27,000.00	\$ -
		\$ 2,183,610.30	\$ -	\$ 2,183,610.30	\$ 2,183,610.30	\$ -
Opening Surplus						
		\$ (118,576.37)	\$ -	\$ (118,576.37)	\$ (118,576.37)	\$ -
		\$ (0.00)	\$ (9,094,407.91)	\$ 9,031,897.93	\$ (62,509.98)	\$ 62,509.98

**TOWNSHIP OF SEGUIN
2023 OPERATING BUDGET**

COUNCIL AND COMMITTEES

	2022 Budget	2023 Budget	Actual to 8/24/2023	Percentage Spent	Comments
Committees:					
All	\$ 13,250.00	\$ 13,000.00	\$ 5,580.00	42.92%	
	<u>\$ 13,250.00</u>	<u>\$ 13,000.00</u>	<u>\$ 5,580.00</u>	<u>42.92%</u>	
Council					
Miscellaneous	\$ 25,500.00	\$ 30,000.00	\$ 25,389.27	84.63%	
Mayor	\$ 41,400.81	\$ 43,573.51	\$ 24,130.89	55.38%	
Ward 1	\$ 25,036.37	\$ 26,350.96	\$ 14,638.75	55.55%	
Ward 2	\$ 23,899.65	\$ 25,094.64	\$ 14,638.75	58.33%	
Ward 3	\$ 23,899.65	\$ 26,350.96	\$ 15,162.25	57.54%	
Ward 4	\$ 25,036.37	\$ 25,094.64	\$ 14,952.85	59.59%	
Ward 5	\$ 23,899.65	\$ 26,350.96	\$ 14,638.75	55.55%	
Ward 6	\$ 25,036.37	\$ 25,094.64	\$ 15,371.65	61.25%	
	<u>\$ 213,708.87</u>	<u>\$ 227,910.29</u>	<u>\$ 138,923.16</u>	<u>60.96%</u>	
	<u><u>\$ 226,958.87</u></u>	<u><u>\$ 240,910.29</u></u>	<u><u>\$ 144,503.16</u></u>	<u><u>59.98%</u></u>	

**TOWNSHIP OF SEGUIN
2023 OPERATING BUDGET**

ADMINISTRATION/TREASURY

	2022 Budget	2023 Budget	Actual to 8/24/2023	Percentage Spent	Comments
Wages	\$ 670,000.00	\$ 845,000.00	\$ 518,299.35	61.34%	
Benefits	\$ 204,950.00	\$ 239,750.00	\$ 163,249.04	68.09%	
Supplies	\$ 14,200.00	\$ 16,500.00	\$ 7,963.32	48.26%	
Mileage	\$ 2,500.00	\$ 3,000.00	\$ 2,321.53	77.38%	
Printing and Advertising	\$ 2,750.00	\$ 5,750.00	\$ 3,132.65	54.48%	
Computer Support and Upgrade	\$ 37,000.00	\$ 71,800.00	\$ 54,342.94	75.69%	
Insurance	\$ 93,435.00	\$ 111,544.60	\$ 111,586.24	100.04%	
Travel, Conferences and Courses	\$ 17,000.00	\$ 27,500.00	\$ 13,637.59	49.59%	
Memberships and Subscriptions	\$ 10,250.00	\$ 10,250.00	\$ 11,611.74	113.29%	
Postage	\$ 20,300.00	\$ 20,300.00	\$ 14,681.55	72.32%	
Audit and Legal	\$ 37,500.00	\$ 38,500.00	\$ 26,416.90	68.62%	
Consulting	\$ 25,000.00	\$ 65,000.00	\$ 5,088.00	7.83%	
Office Equipment	\$ 26,250.00	\$ 27,750.00	\$ 19,934.27	71.84%	
Communications	\$ 6,500.00	\$ 15,000.00	\$ 4,789.30	31.93%	
Land purchase	\$ -	\$ -	\$ -		
Municipal Office:					
Heating and Hydro	\$ 30,500.00	\$ 32,500.00	\$ 19,852.35	61.08%	
Cleaning and Maintenance	\$ 28,500.00	\$ 28,500.00	\$ 22,272.73	78.15%	
Telephone	\$ 7,500.00	\$ 7,500.00	\$ 5,031.09	67.08%	
Financial Expenses:					
Bank charges and Interest	\$ 5,250.00	\$ 5,250.00	\$ 3,301.04	62.88%	
Penalty and A/R writeoffs	\$ 2,500.00	\$ 2,500.00	\$ 0.06	0.00%	
MPAC	\$ 271,302.00	\$ 269,755.89	\$ 202,316.91	75.00%	Paid quarterly
	<u>\$ 1,513,187.00</u>	<u>\$ 1,843,650.49</u>	<u>\$ 1,209,828.60</u>	<u>65.62%</u>	

CLERK'S DEPARTMENT

Wages	\$ 286,000.00	\$ 255,000.00	\$ 144,749.62	56.76%	
Benefits	\$ 88,310.00	\$ 73,100.00	\$ 47,739.54	65.31%	
Supplies	\$ 2,300.00	\$ 2,300.00	\$ 1,833.76	79.73%	
Mileage	\$ 1,500.00	\$ 1,500.00	\$ 47.78	3.19%	
Printing and Advertising	\$ 750.00	\$ 750.00	\$ -	0.00%	
Travel, Conferences and Courses	\$ 4,500.00	\$ 4,500.00	\$ 1,297.36	28.83%	
Memberships and Subscriptions	\$ 1,300.00	\$ 1,300.00	\$ 1,240.96	95.46%	
Legal	\$ 3,000.00	\$ 3,000.00	\$ 856.19	28.54%	
	<u>\$ 387,660.00</u>	<u>\$ 341,450.00</u>	<u>\$ 197,765.21</u>	<u>57.92%</u>	

**TOWNSHIP OF SEGUIN
2023 OPERATING BUDGET**

FIRE DEPARTMENT

	2022 Budget	2023 Budget	Actual to 8/24/2023	Percentage Spent	Comments
Wages	\$ 220,400.00	\$ 250,800.00	\$ 144,799.23	57.73%	
Benefits	\$ 90,750.00	\$ 100,975.00	\$ 59,691.27	59.11%	
Volunteer Firefighters	\$ 144,000.00	\$ 154,000.00	\$ 76,524.35	49.69%	Q1 2023 paid out to date
Supplies	\$ 11,700.00	\$ 11,700.00	\$ 12,932.51	110.53%	
Clothing and Uniforms expense	\$ 17,700.00	\$ 27,200.00	\$ 15,945.58	58.62%	
Mileage	\$ 4,000.00	\$ 4,000.00	\$ 1,248.72	31.22%	
Shipping	\$ 400.00	\$ 400.00	\$ 160.56	40.14%	
Dispatch and Telephone	\$ 10,550.00	\$ 10,550.00	\$ 1,777.11	16.84%	
Printing and Advertising	\$ 1,300.00	\$ 1,300.00	\$ -	0.00%	
Computer Support and Upgrade	\$ 5,000.00	\$ 5,000.00	\$ 2,972.60	59.45%	
Insurance	\$ 53,066.00	\$ 61,556.56	\$ 61,579.00	100.04%	
Travel, Conferences and Courses	\$ 12,700.00	\$ 12,700.00	\$ 13,995.90	110.20%	
Memberships and Subscriptions	\$ 1,100.00	\$ 1,100.00	\$ 974.76	88.61%	
Mutual Aid	\$ 600.00	\$ -	\$ -	#DIV/0!	
Miscellaneous Equipment	\$ 8,800.00	\$ 9,400.00	\$ 3,870.64	41.18%	
Communication and Radios	\$ 12,600.00	\$ 12,600.00	\$ 8,110.46	64.37%	
Rose Point Fire Protection	\$ 12,000.00	\$ 12,000.00	\$ 5,000.00	41.67%	
Fire Prevention	\$ 6,000.00	\$ 6,000.00	\$ 2,545.05	42.42%	
911, including levy	\$ 7,889.01	\$ 8,081.46	\$ 4,718.44	58.39%	
Health and Safety	\$ 1,000.00	\$ 1,000.00	\$ 3,808.91	380.89%	
SCBA Testing	\$ 5,000.00	\$ 5,000.00	\$ -	0.00%	
Christie Fire Station	\$ 12,550.00	\$ 12,550.00	\$ 7,578.63	60.39%	
Foley 1 Fire Station	\$ 14,700.00	\$ 14,700.00	\$ 7,595.16	51.67%	
Foley 2 Fire Station	\$ 6,800.00	\$ 6,000.00	\$ 3,600.57	60.01%	
Humphrey Fire Station	\$ 23,500.00	\$ 23,500.00	\$ 19,697.59	83.82%	
Rosseau Fire Station	\$ 13,900.00	\$ 13,900.00	\$ 9,684.19	69.67%	
Vehicles: Fuel	\$ 16,500.00	\$ 16,500.00	\$ 10,773.51	65.29%	
Vehicle Repairs	\$ 35,000.00	\$ 35,000.00	\$ 40,547.46	115.85%	
	<u>\$ 749,505.01</u>	<u>\$ 817,513.02</u>	<u>\$ 520,132.20</u>	<u>63.62%</u>	

BYLAW ENFORCEMENT AND OPP

Wages	\$ 100,000.00	\$ 170,000.00	\$ 112,711.36	66.30%
Benefits	\$ 36,475.00	\$ 51,350.00	\$ 37,301.12	72.64%
Supplies	\$ 1,750.00	\$ 11,000.00	\$ 6,907.42	62.79%
Advertising	\$ 1,000.00	\$ 1,000.00	\$ -	0.00%
Answering Service	\$ 3,000.00	\$ 3,000.00	\$ 4,099.57	136.65%
Legal and Contract Services	\$ 3,000.00	\$ 18,000.00	\$ 8,972.74	49.85%
Animal Control	\$ 15,500.00	\$ 15,500.00	\$ 7,439.95	48.00%
Bylaw Contract and mileage	\$ 44,000.00	\$ 31,500.00	\$ 23,863.97	75.76%
Vehicles	\$ -	\$ 13,500.00	\$ 5,200.40	38.52%
OPP contract	<u>\$ 1,246,069.00</u>	<u>\$ 1,215,681.00</u>	<u>\$ 604,876.59</u>	<u>49.76%</u>
	<u>\$ 1,450,794.00</u>	<u>\$ 1,530,531.00</u>	<u>\$ 811,373.12</u>	<u>53.01%</u>

**TOWNSHIP OF SEGUIN
2023 OPERATING BUDGET**

BUILDING DEPARTMENT

	2022 Budget	2023 Budget	Actual to 8/24/2023	Percentage Spent	Comments
Wages	\$ 385,000.00	\$ 395,000.00	\$ 258,814.05	65.52%	
Benefits	\$ 123,575.00	\$ 121,650.00	\$ 87,461.56	71.90%	
Supplies	\$ 6,750.00	\$ 6,750.00	\$ 3,521.40	52.17%	
Clothing expense	\$ 3,200.00	\$ 3,200.00	\$ -	0.00%	
Telephone	\$ 1,200.00	\$ 1,200.00	\$ 3,718.39	309.87%	
Printing and Advertising	\$ 1,250.00	\$ 1,250.00	\$ -	0.00%	
Computer Support and Upgrade	\$ 10,000.00	\$ 10,000.00	\$ 1,704.66	17.05%	
Insurance	\$ 28,840.00	\$ 33,454.40	\$ 39,504.93	118.09%	
Travel, Conferences and Courses	\$ 19,750.00	\$ 19,750.00	\$ 2,007.21	10.16%	
Memberships and Subscriptions	\$ 3,750.00	\$ 3,750.00	\$ 1,349.90	36.00%	
Legal, including searches	\$ 17,000.00	\$ 17,000.00	\$ 3,030.74	17.83%	
Vehicles:					
Fuel	\$ 6,500.00	\$ 6,500.00	\$ 3,923.84	60.37%	
Repairs, including licences	\$ 7,930.00	\$ 7,930.00	\$ 4,940.32	62.30%	
	<u>\$ 614,745.00</u>	<u>\$ 627,434.40</u>	<u>\$ 409,977.00</u>	<u>65.34%</u>	

WATER QUALITY/CLIMATE CHANGE

Wages & Benefits	\$ 49,670.00	\$ 53,620.00	\$ 21,113.83	39.38%	Water Quality program coming to an end; Climate Change intern has just started with the Township.
Supplies	\$ 11,500.00	\$ 11,500.00	\$ 1,435.90	12.49%	
Vehicle	\$ 6,324.00	\$ 6,455.84	\$ 955.00	14.79%	
Courses	\$ 500.00	\$ 500.00	\$ -	0.00%	
	<u>\$ 67,994.00</u>	<u>\$ 72,075.84</u>	<u>\$ 23,504.73</u>	<u>32.61%</u>	

**TOWNSHIP OF SEGUIN
2023 OPERATING BUDGET**

ROADS DEPARTMENT

	2022 Budget	2023 Budget	Actual to 8/24/2023	Percentage Spent	Comments
Wages	\$ 1,000,000.00	\$ 1,065,000.00	\$ 624,796.85	58.67%	
Benefits	\$ 301,870.00	\$ 325,700.00	\$ 206,688.07	63.46%	
Materials:					
Sand and Gravel	\$ 93,000.00	\$ 93,000.00	\$ 28,331.28	30.46%	
Culverts	\$ 45,000.00	\$ 45,000.00	\$ -	0.00%	
Sand and Salt	\$ 160,000.00	\$ 265,000.00	\$ 16,606.34	6.27%	
Asphalt and Cold Mix	\$ 25,000.00	\$ 25,000.00	\$ 32,717.20	130.87%	
Calcium	\$ 90,000.00	\$ 125,000.00	\$ 112,303.76	89.84%	
Miscellaneous Supplies	\$ 32,000.00	\$ 38,000.00	\$ 25,024.76	65.85%	
Equipment Non-owned	\$ 137,000.00	\$ 234,500.00	\$ 162,834.56	69.44%	
Safety Devices/Railway Mtce	\$ 52,000.00	\$ 52,000.00	\$ 45,955.95	88.38%	
Humphrey Garage	\$ 43,300.00	\$ 48,300.00	\$ 36,722.95	76.03%	
Foley Garage	\$ 11,800.00	\$ 18,000.00	\$ 15,675.97	87.09%	
Christie Garage	\$ 11,475.00	\$ 18,175.00	\$ 11,104.40	61.10%	
Street Lighting	\$ 31,500.00	\$ 31,500.00	\$ 16,668.27	52.92%	
Clothing and Uniforms expen:	\$ 4,000.00	\$ 4,000.00	\$ 5,382.55	134.56%	
Mileage	\$ 3,000.00	\$ 3,000.00	\$ 2,652.80	88.43%	
Shipping	\$ 500.00	\$ 500.00	\$ 912.76	182.55%	
Dispatch and Telephone	\$ 5,500.00	\$ 5,500.00	\$ 7,834.40	142.44%	
Printing and Advertising	\$ 2,500.00	\$ 2,500.00	\$ -	0.00%	
Insurance	\$ 144,200.00	\$ 167,272.00	\$ 168,609.35	100.80%	
Travel, Conferences and Cou	\$ 19,300.00	\$ 19,300.00	\$ 15,204.44	78.78%	
Memberships and Subscriptio	\$ 6,000.00	\$ 6,000.00	\$ 8,588.18	143.14%	
Legal and Consulting	\$ 1,500.00	\$ 1,500.00	\$ 1,323.48	88.23%	
Communication and Radios	\$ 1,000.00	\$ 1,000.00	\$ 145.21	14.52%	
Roads Vehicles	\$ 535,425.00	\$ 535,425.00	\$ 736,468.41	137.55%	
	<u>\$ 2,756,870.00</u>	<u>\$ 3,130,172.00</u>	<u>\$ 2,282,551.94</u>	<u>72.92%</u>	

**TOWNSHIP OF SEGUIN
2023 OPERATING BUDGET**

WASTE MANAGEMENT

	2022 Budget	2023 Budget	Actual to 8/24/2023	Percentage Spent	Comments
Wages	\$ 265,000.00	\$ 290,000.00	\$ 167,621.35	57.80%	
Benefits	\$ 82,000.00	\$ 89,025.00	\$ 32,612.36	36.63%	
Supplies	\$ 2,500.00	\$ 4,000.00	\$ 1,960.13	49.00%	
Printing and Advertising	\$ 1,500.00	\$ 1,500.00	\$ 96.67	6.44%	
Travel, Conferences and Courses	\$ 2,750.00	\$ 4,500.00	\$ 407.04	9.05%	
Computer Support and Upgrade	\$ 500.00	\$ 500.00	\$ -	0.00%	
Memberships and Subscriptions	\$ 1,200.00	\$ 2,000.00	\$ 3,115.90	155.80%	
Free Waste Days	\$ 5,000.00	\$ 15,000.00	\$ 5,986.81	39.91%	
Security Cameras	\$ 1,000.00	\$ 1,000.00	\$ -	0.00%	
Foley Transfer Station	\$ 4,225.00	\$ 8,225.00	\$ 3,036.81	36.92%	
Christie Landfill Site	\$ 63,100.00	\$ 133,100.00	\$ 9,138.32	6.87%	Shredding of material in late August
Turtle Lake Transfer	\$ 2,300.00	\$ 2,300.00	\$ 860.67	37.42%	
MCS Recycling	\$ 134,000.00	\$ 139,000.00	\$ 139,648.22	100.47%	
HSW Trucking and Tipping	\$ 345,000.00	\$ 370,000.00	\$ 295,242.98	79.80%	
Hazardous Waste	\$ 30,000.00	\$ 30,000.00	\$ 35,818.67	119.40%	
Vehicles	\$ 126,920.00	\$ 126,920.00	\$ 79,384.51	62.55%	
Transtor Mtce	\$ 30,000.00	\$ 30,000.00	\$ 21,121.71	70.41%	
	<u>\$ 1,096,995.00</u>	<u>\$ 1,247,070.00</u>	<u>\$ 796,052.15</u>	<u>63.83%</u>	

**TOWNSHIP OF SEGUIN
2023 OPERATING BUDGET**

	2022 Budget	2023 Budget	Actual to 8/24/2023	Percentage Spent	Comments
HEALTH LEVIES					
Health Unit	\$ 121,388.78	\$ 129,070.05	\$ 96,457.05	74.73%	Paid monthly
Ambulance	\$ 1,161,739.63	\$ 1,202,400.52	\$ 914,372.91	76.05%	Paid monthly
Rosseau Nursing Stn	\$ 13,773.00	\$ 14,160.68	\$ 8,465.05	59.78%	
SOCIAL SERVICES LEVIES					
DSSAB	\$ 1,544,932.00	\$ 1,593,989.00	\$ 1,195,491.51	75.00%	Paid quarterly
Belvedere Heights	\$ 419,201.00	\$ 420,573.00	\$ 420,572.00	100.00%	Paid semi-annually
LIBRARIES					
Seguin Library	\$ 182,530.00	\$ 203,338.42	\$ 203,338.42	100.00%	
MUSEUMS, FOLEY AG SOC, PK TO PK TRAIL					
Seguin Museum	\$ 17,041.00	\$ 15,167.28	\$ 8,748.53	57.68%	
WPS Museum	\$ 17,500.00	\$ 17,500.00	\$ 17,500.00	100.00%	

**TOWNSHIP OF SEGUIN
2023 OPERATING BUDGET**

CEMETERY

	2022 Budget	2023 Budget	Actual to 8/24/2023	Percentage Spent	Comments
Wages/Labour	\$ 30,000.00	\$ 30,000.00	\$ 26,363.55	87.88%	
Benefits	\$ -	\$ -	\$ 5,407.91		
Honorariums	\$ 4,000.00	\$ -	\$ -	#DIV/0!	No longer a separate Committee
Maintenance	\$ 4,996.00	\$ 5,296.00	\$ 1,188.21	22.44%	
Travel, Conferences and Courses	\$ 1,100.00	\$ 1,100.00	\$ -	0.00%	
Memberships and Subscriptions	\$ 175.00	\$ 175.00	\$ 258.68	147.82%	
Advertising	\$ 200.00	\$ 200.00	\$ -	0.00%	
Misc Contractor Services	\$ 9,000.00	\$ 19,000.00	\$ 1,518.91	7.99%	
Insurance	\$ 1,846.00	\$ 2,141.36	\$ 2,150.00	100.40%	
Transfer to Reserves	\$ -	\$ -	\$ -		
	<u>\$ 51,317.00</u>	<u>\$ 57,912.36</u>	<u>\$ 36,887.26</u>	<u>63.69%</u>	

**TOWNSHIP OF SEGUIN
2023 OPERATING BUDGET**

COMMUNITY SERVICES

	2022 Budget	2023 Budget	Actual to 8/24/2023	Percentage Spent	Comments
Wages	\$ 643,000.00	\$ 707,000.00	\$ 432,404.94	61.16%	
Benefits	\$ 226,445.00	\$ 225,000.00	\$ 144,621.77	64.28%	
Miscellaneous Supplies	\$ 9,850.00	\$ 10,100.00	\$ 5,707.17	56.51%	
Travel, Conferences and Courses	\$ 19,000.00	\$ 20,000.00	\$ 10,552.87	52.76%	
Memberships and Subscriptions	\$ 1,500.00	\$ 1,500.00	\$ 1,903.55	126.90%	
Telephone	\$ 2,500.00	\$ 2,500.00	\$ 3,209.75	128.39%	
Advertising	\$ 500.00	\$ -	\$ -	#DIV/0!	
Legal	\$ -	\$ -	\$ -		
Computer Support & Upgrade	\$ 3,000.00	\$ 6,000.00	\$ 2,906.13	48.44%	
Parks, Beaches, Docks and Ballfie	\$ 18,000.00	\$ 25,000.00	\$ 25,292.11	101.17%	
Public Water Systems	\$ 17,500.00	\$ 17,500.00	\$ 11,523.50	65.85%	
Recreation Committee Grants	\$ 5,600.00	\$ 5,600.00	\$ 5,600.00	100.00%	
Donations	\$ 59,500.00	\$ 59,500.00	\$ 63,799.42	107.23%	
Programs:					
Recreation	\$ 8,000.00	\$ 17,500.00	\$ 12,263.43	70.08%	
Swim program - wages	\$ 48,000.00	\$ 48,000.00	\$ 37,747.72	78.64%	
Swim program - benefits	\$ 5,800.00	\$ 9,935.00	\$ 4,322.31	43.51%	
Swim programs - supplies	\$ 4,400.00	\$ 4,400.00	\$ 2,508.83	57.02%	
Buildings:					
Rosseau CC	\$ 39,722.00	\$ 44,029.52	\$ 32,625.40	74.10%	
Matheson Park Bldg	\$ 7,914.00	\$ 8,002.24	\$ 6,077.03	75.94%	
Rosseau Field House	\$ 1,950.00	\$ 1,950.00	\$ 1,829.71	93.83%	
Foley Comm Centre	\$ 38,306.00	\$ 40,634.96	\$ 37,154.42	91.43%	
Humphrey Arena	\$ 258,376.00	\$ 266,086.16	\$ 206,518.04	77.61%	
Orrville CC	\$ 43,882.00	\$ 46,468.12	\$ 41,978.79	90.34%	
Rosseau Waterfront	\$ 36,708.00	\$ 44,111.28	\$ 44,704.21	101.34%	
Humphrey Trail/Barn	\$ 2,775.00	\$ 3,475.00	\$ 1,795.58	51.67%	
Vehicles:					
Fuel	\$ 20,000.00	\$ 22,000.00	\$ 15,872.98	72.15%	
Internal allocation	\$ -	\$ -	\$ -	#DIV/0!	
Repair parts	\$ 20,600.00	\$ 21,600.00	\$ 16,525.81	76.51%	
	<u>\$ 1,542,828.00</u>	<u>\$ 1,657,892.28</u>	<u>\$ 1,169,445.47</u>	<u>75.80%</u>	
Trails	<u>\$ 28,068.20</u>	<u>\$ 28,068.20</u>	<u>\$ 20,000.00</u>	<u>71.26%</u>	
	<u><u>\$ 1,570,896.20</u></u>	<u><u>\$ 1,685,960.48</u></u>	<u><u>\$ 1,189,445.47</u></u>	<u><u>70.55%</u></u>	

**TOWNSHIP OF SEGUIN
2023 OPERATING BUDGET**

PLANNING

	2022 Budget	2023 Budget	Actual to 8/24/2023	Percentage Spent	Comments
PLANNING					
Wages	\$ 300,000.00	\$ 400,000.00	\$ 244,851.23	61.21%	
Benefits	\$ 95,050.00	\$ 125,700.00	\$ 81,386.12	64.75%	
Supplies	\$ 3,000.00	\$ 4,500.00	\$ 3,210.20	71.34%	
Travel, Conferences and Courses	\$ 9,000.00	\$ 9,000.00	\$ 5,184.78	57.61%	
Memberships and Subscriptions	\$ 4,250.00	\$ 4,250.00	\$ 1,050.39	24.72%	
Postage and Delivery	\$ 250.00	\$ 250.00	\$ 9.48	3.79%	
Telephone	\$ 200.00	\$ 200.00	\$ 892.06	446.03%	
Printing and Advertising	\$ 2,500.00	\$ 2,500.00	\$ 34.99	1.40%	
Legal, including registrations	\$ 25,000.00	\$ 25,000.00	\$ 19,107.87	76.43%	
Computer Support and Upgrades	\$ 10,000.00	\$ 10,000.00	\$ 5,852.00	58.52%	
GIS annual maintenance	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	100.00%	
Consulting/GIS Tech	\$ 52,000.00	\$ 65,000.00	\$ 27,797.00	42.76%	
Committee of Adjustment	\$ 5,500.00	\$ 5,500.00	\$ 1,916.54	34.85%	
	<u>\$ 521,250.00</u>	<u>\$ 666,400.00</u>	<u>\$ 405,792.66</u>	<u>60.89%</u>	

ECONOMIC DEVELOPMENT

Economic Development	\$ 12,500.00	\$ 12,500.00	\$ -	0.00%	
CB&DC Contribution	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	100.00%	
Chamber of Commerce	\$ 5,330.00	\$ 5,330.00	\$ 5,330.00	100.00%	
PS Municipal Airport	\$ 42,160.00	\$ 42,160.00	\$ 40,000.00	94.88%	
PS Industrial Park	\$ 14,882.15	\$ 15,473.05	\$ -	0.00%	
	<u>\$ 78,872.15</u>	<u>\$ 79,463.05</u>	<u>\$ 49,330.00</u>	<u>62.08%</u>	

TOWNSHIP OF SEGUIN 2023 CAPITAL EXPENDITURES

Department	Location	Description	SP (Strat Plan) / SDR (Service Delivery Review) Reference		2023 Budget	Spent to Date	Remaining Budget	Committed	Costs to Complete	(Over)Under Budget
Building		Replace Vehicle	ADMIN / ASSET MGN BR		\$ 35,000	\$ -	\$ 35,000	\$ -	\$ 35,000	\$ -
					\$ 35,000	\$ -	\$ 35,000	\$ -	\$ 35,000	\$ -
Corporate Services		STCR Bylaw and Program	SDR12	CAP	\$ 15,000	\$ 8,441	\$ 6,559	\$ -	\$ 6,559	\$ 0
Corporate Services		Total Rewards Compensation Review	SP3.3	CAP	\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -
Corporate Services		Site alteration and Administrative Penalt	SDR12	CAP	\$ 25,000	\$ 10,301	\$ 14,699	\$ -	\$ 14,699	\$ 0
Corporate Services		Community Strategic Plan	ADMIN	CAP	\$ 40,000	\$ -	\$ 40,000	\$ 40,000	\$ -	\$ -
Corporate Services		IT Hardware & Software Upgrades	SDR7	GIS	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ 30,000	\$ -
Corporate Services		IT - asyst	SDR7	GIS	\$ 4,000	\$ -	\$ 4,000	\$ -	\$ 4,000	\$ -
Corporate Services		Archive records scanning	ADMIN / ASSET MGN	GIS	\$ 37,897	\$ 33,351	\$ 4,546	\$ -	\$ 4,546	\$ (0)
Corporate Services		Archive records scanning	ADMIN / ASSET MGN	BR	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -
Corporate Services		IT Hardware & Software Upgrades	SDR7	BB	\$ 100,000	\$ 47,474	\$ 52,526	\$ -	\$ 52,526	\$ (0)
Corporate Services		Library IT	SDR7	GIS	\$ 9,883	\$ 9,883	\$ -	\$ -	\$ -	\$ -
Corporate Services		Communications	SP3.7	CAP	\$ 28,500	\$ 3,144	\$ 25,356	\$ -	\$ 25,356	\$ (0)
Corporate Services		Building Upgrades/Furniture	ADMIN / ASSET MGN	CAP	\$ 125,000	\$ 113,546	\$ 11,454	\$ 11,454	\$ -	\$ (0)
TOTAL					\$ 500,280	\$ 286,140	\$ 214,140	\$ 76,454	\$ 137,686	\$ (0)
Community Service		Lake Stewardship/Clean Yards educatio	SP1.4	CAP	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -
Community Service		Water Quality	SP1.4	CAP	\$ 10,000	\$ 9,756	\$ 244	\$ -	\$ 244	\$ (0)
Community Service		Accessibility & Energy issues	SP1.1	CAP	\$ 10,000	\$ 3,300	\$ 6,700	\$ -	\$ 6,700	\$ (0)
Community Service		Web site	SP3.2	CAP	\$ 7,500	\$ 7,500	\$ -	\$ -	\$ -	\$ -
Community Service		Branding/Signage	SP3.7	CAP	\$ 12,500	\$ 12,515	\$ (15)	\$ -	\$ -	\$ (15)
					\$ 45,000	\$ 33,071	\$ 11,929	\$ -	\$ 11,944	\$ (15)
Facilities	Arena	Capital Improvements	SP2.4	CAP	\$ 123,000	\$ 57,518	\$ 65,482	\$ -	\$ 65,482	\$ (0)
Facilities	Arena Roof	Capital Improvements	ADMIN / ASSET MGN	CAP	\$ 150,000	\$ 141,500	\$ 8,500	\$ -	\$ -	\$ 8,500
Facilities	Arena Roof	Capital Improvements	ADMIN / ASSET MGN	GR	\$ 450,000	\$ 436,200	\$ 13,800	\$ -	\$ -	\$ 13,800
		Replace vans	ADMIN / ASSET MGN	ER	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ 80,000	\$ -
Facilities		Small equipment and waste stations	ADMIN / ASSET MGN	CAP	\$ 75,000	\$ 62,303	\$ 12,697	\$ -	\$ 12,697	\$ 0
Facilities	Museum	General Repairs	SP1.3	MR	\$ 1,000	\$ 457	\$ 543	\$ -	\$ 540	\$ 3
Facilities	Rose Pt Trail	General Upgrades	SP1.3	PR	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -
Facilities	Ballfields	Upgrades	SP1.3	PR	\$ 10,000	\$ 5,103	\$ 4,898	\$ -	\$ 4,900	\$ (3)
Facilities	Various Beaches/Doc	General Upgrades/Boat launches	ADMIN / ASSET MGN	PR	\$ 20,000	\$ 8,281	\$ 11,719	\$ -	\$ 11,700	\$ 19
Facilities		Park/Playground Equipment	ADMIN / ASSET MGN	CAP	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -
Facilities	Rosseau Waterfront and Lighthouse		SP1.3	CAP	\$ 7,500	\$ 1,745	\$ 5,755	\$ -	\$ 5,750	\$ 5
Facilities	Rosseau Waterfront			PR	\$ 12,500	\$ 12,500	\$ -	\$ -	\$ -	\$ -

TOWNSHIP OF SEGUIN 2023 CAPITAL EXPENDITURES

Department	Location	Description	SP (Strat Plan) / SDR (Service Delivery Review) Reference		2023 Budget	Spent to Date	Remaining Budget	Committed	Costs to Complete	(Over)Under Budget
Facilities	Foley C.C	Facility Improvements	ADMIN / ASSET MGN	CAP	\$ 6,500	\$ -	\$ 6,500	\$ -	\$ 6,500	\$ -
Facilities	Orrville C.C.	Facility Improvements	ADMIN / ASSET MGN	CAP	\$ 20,000	\$ 3,969	\$ 16,031	\$ -	\$ 16,031	\$ 0
Facilities	Ruth Dare Health Clin	Facility Improvements	ADMIN / ASSET MGN	CAP	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ -
Facilities	Humphrey Trails & Ba	Facility Improvements	ADMIN / ASSET MGN	PR	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -
Facilities	Rosseau Memorial H&	Facility Improvements	ADMIN / ASSET MGN	PR	\$ 10,000	\$ 7,195	\$ 2,805	\$ -	\$ 2,800	\$ 5
Facilities	Foley Matheson	Facility Improvements	ADMIN / ASSET MGN	CAP	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ 15,000	\$ -
Facilities	Foley Matheson	Facility Improvements	ADMIN / ASSET MGN	PR	\$ 2,500	\$ -	\$ 2,500	\$ -	\$ 2,500	\$ -
TOTAL					\$ 1,000,000	\$ 736,772	\$ 263,229	\$ -	\$ 240,900	\$ 22,329
Fire		SCBA replacement	ADMIN / ASSET MGN	CAP	\$ 270,000	\$ -	\$ 270,000	\$ 270,000	\$ -	\$ -
Fire		Hall upgrades	ADMIN / ASSET MGN	CAP	\$ 10,000	\$ 1,410	\$ 8,590	\$ -	\$ 8,590	\$ 0
TOTAL					\$ 280,000	\$ 1,410	\$ 278,590	\$ 270,000	\$ 8,590	\$ 0
Planning		ZBL Review	LEGISLATED	CAP	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -
Planning		OMB Appeals/Legal Fees	SP1.6	LR	\$ 75,000	\$ 2,473	\$ 72,527	\$ -	\$ 72,527	\$ 0
TOTAL					\$ 175,000	\$ 2,473	\$ 172,527	\$ -	\$ 172,527	\$ 0
Public Works	Vehicle Replacement	Replace VR 47 2008 Case Backhoe	ADMIN / ASSET MGN	ER	\$ 230,000	\$ 219,155	\$ 10,845	\$ -	\$ -	\$ 10,845
Public Works	Vehicle Replacement	Replace VR 51 pickup	ADMIN / ASSET MGN	ER	\$ 110,000	\$ -	\$ 110,000	\$ -	\$ 110,000	\$ -
Public Works	Vehicle Replacement	Replace VR 39	ADMIN / ASSET MGN	ER	\$ 110,000	\$ -	\$ 110,000	\$ -	\$ 110,000	\$ -
Public Works	Vehicle Replacement	Replace VR 42 Grader	ADMIN / ASSET MGN	ER	\$ 576,660	\$ 587,654	\$ (10,994)	\$ -	\$ -	\$ (10,994)
Public Works	Capital Maintenance	Emergency Repairs/Small Equipment	ADMIN / ASSET MGN	ER	\$ 45,000	\$ 5,296	\$ 39,704	\$ -	\$ 39,704	\$ (0)
Public Works	Roads Strategy	Bi-Annual Bridge Inspection	SP2.3	CAP	\$ 30,000	\$ 16,465	\$ 13,535	\$ 13,535	\$ -	\$ 0
Public Works	Roads Strategy	Roads Needs Study	ADMIN / ASSET MGN	CAP	\$ 100,000	\$ 19,086	\$ 80,914	\$ 80,900	\$ -	\$ 14
Public Works	Roads Strategy	Line Painting	SP2.3	CAP	\$ 60,000	\$ 57,727	\$ 2,273	\$ -	\$ 2,273	\$ (0)
Public Works	Roads Strategy	Road Reconstruction	SP2.3 / SDR9	CAP	\$ 1,529,934	\$ 86,032	\$ 1,443,902	\$ 1,443,900	\$ -	\$ 2
Public Works	Roads Strategy	Gravel	SP2.3 / SDR9	CAP	\$ 320,000	\$ 337,562	\$ (17,562)	\$ (17,562)	\$ -	\$ 0
Public Works	Roads Strategy	Special projects/Crack Sealing	SP2.3 / SDR10	CAP	\$ 85,000	\$ 31,800	\$ 53,200	\$ -	\$ 53,200	\$ -
Public Works	Roads Strategy	Seasonal Roads/TBD	SP2.3 / SDR11	CAP	\$ 162,300	\$ -	\$ 162,300	\$ -	\$ 162,300	\$ -
Public Works	Roads Strategy	Major Culvert Replacements	SP2.3 / SDR17	CAP	\$ 60,000	\$ 34,085	\$ 25,915	\$ -	\$ 25,915	\$ 0
Public Works	Roads Strategy	Traffic Calming	SP2.3 / SDR19	CAP	\$ 23,500	\$ 18,114	\$ 5,386	\$ 5,386	\$ -	\$ 0
Public Works	Roads Strategy	Overlay	SP2.3 / SDR21	CAP	\$ 700,508	\$ 30,117	\$ 670,391	\$ -	\$ 670,391	\$ 0
Public Works	Roads Strategy	Bridges	SP2.3 / SDR22	CAP	\$ 248,850	\$ 155,206	\$ 93,644	\$ -	\$ 93,644	\$ 0
Public Works	Roads Strategy	Ditching	SP2.3 / SDR23	CAP	\$ 170,000	\$ 128,746	\$ 41,254	\$ -	\$ 41,250	\$ 4
Public Works		Resurfacing funded by Gas Tax	SP2.3 / SDR24	CAP	\$ (1,024,053)	\$ -	\$ (1,024,053)	\$ -	\$ (1,024,053)	\$ -
Public Works		Resurfacing	SP2.3 / SDR25	GT	\$ 1,024,053	\$ -	\$ 1,024,053	\$ -	\$ 1,024,053	\$ -
Public Works		NORDS funding	SP2.3 / SDR24	CAP	\$ (278,508)	\$ -	\$ (278,508)	\$ -	\$ (278,508)	\$ -
Public Works		NORDS funding	SP2.3 / SDR25	GR	\$ 278,508	\$ -	\$ 278,508	\$ -	\$ 278,508	\$ -

TOWNSHIP OF SEGUIN 2023 CAPITAL EXPENDITURES

Department	Location	Description	SP (Strat Plan) / SDR (Service Delivery Review) Reference	2023 Budget	Spent to Date	Remaining Budget	Committed	Costs to Complete	(Over)Under Budget
Public Works		Sidewalk	SP2.3 / SDR29	CAP \$ 50,000	\$ 4,127	\$ 45,873	\$ -	\$ 45,873	\$ 0
Public Works	Roads Strategy	Legal and Survey	SP2.3 / SDR30	CAP \$ 10,000	\$ 936	\$ 9,064	\$ -	\$ 9,065	\$ (1)
Public Works		Bridge funded by OCIF	SP2.3 / SDR34	CAP \$ (394,601)	\$ -	\$ (394,601)	\$ -	\$ (394,601)	\$ -
Public Works		Overlay	SP2.3 / SDR35	GR \$ 394,601	\$ -	\$ 394,601	\$ -	\$ 394,601	\$ -
Public Works		Garages capital repairs	ADMIN / ASSET MGN	CAP \$ 143,000	\$ -	\$ 143,000	\$ -	\$ 143,000	\$ -
Public Works	Roads Strategy	Engineering Studies	SP2.3	CAP \$ 129,739	\$ 17,487	\$ 112,252	\$ 112,250	\$ -	\$ 2
Public Works	Roads Strategy	Guideraills	SP2.3	CAP \$ 20,000	\$ 19,431	\$ 569	\$ -	\$ -	\$ 569
TOTAL				\$ 4,914,491	\$ 1,769,024	\$ 3,145,467	\$ 1,638,409	\$ 1,506,615	\$ 443

Waste	Vehicle Replacement	Replace VW14 Compaction Trailer	ADMIN / ASSET MGN	ER \$ 420,000	\$ 329,168	\$ 90,832	\$ 90,830	\$ -	\$ 2
Waste	Vehicle Replacement	Replace VW11 2014 Mack Wetline Tra	ADMIN / ASSET MGN	ER \$ 200,000	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -
Waste		Waste Strategy	SP1.4	CAP \$ 100,000	\$ 33,504	\$ 66,496	\$ 66,500	\$ -	\$ (4)
Waste		Capital maintenance	ADMIN / ASSET MGN	ER \$ 20,000	\$ 3,019	\$ 16,981	\$ -	\$ 16,981	\$ (0)
Waste	Christie Landfill Site	Ground Water Monitoring	SP1.4	CAP \$ 16,000	\$ 13,623	\$ 2,377	\$ -	\$ 2,377	\$ 0
TOTAL				\$ 756,000	\$ 379,314	\$ 376,686	\$ 157,330	\$ 219,358	\$ (2)

TOTAL CAPITAL PROJECTS

\$ 7,705,771	\$ 3,208,204	\$ 4,497,567	\$ 2,142,193	\$ 2,332,620	\$ 22,754
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TOTALS BY FUNDING SOURCE

CAPITAL RESERVE	CAP	\$ 3,349,169	\$ 1,440,993	\$ 1,908,176	\$ 2,051,363	\$ (152,266)	\$ 9,079
OFFICAL PLAN RESERVE	OP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
IT RESERVE	GIS	\$ 81,780	\$ 43,234	\$ 38,546	\$ -	\$ 38,546	\$ (0)
EQUIPMENT RESERVE	ER	\$ 1,791,660	\$ 1,144,293	\$ 647,367	\$ 90,830	\$ 556,685	\$ (148)
GRANTS	GR	\$ 1,123,109	\$ 436,200	\$ 686,909	\$ -	\$ 673,109	\$ 13,800
BROADBAND RESERVE	BB	\$ 100,000	\$ 47,474	\$ 52,526	\$ -	\$ 52,526	\$ (0)
BUILDING PERMIT RESERVE	BR	\$ 95,000	\$ 60,000	\$ 35,000	\$ -	\$ 35,000	\$ -
LAND SALE	LS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GAS TAX RESERVE	GT	\$ 1,024,053	\$ -	\$ 1,024,053	\$ -	\$ 1,024,053	\$ -
FIRE RESERVE	FR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PARKS RESERVE	PR	\$ 65,000	\$ 33,079	\$ 31,921	\$ -	\$ 31,900	\$ 21
WINTER CONTROL	WC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CEMETERY RESERVE	CR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CHRISTIE RESERVE	CCR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MUSEUM RESERVE	MR	\$ 1,000	\$ 457	\$ 543	\$ -	\$ 540	\$ 3
LEGAL RESERVE	LR	\$ 75,000	\$ 2,473	\$ 72,527	\$ -	\$ 72,527	\$ 0

TOTAL CAPITAL PROJECTS

\$ 7,705,771	\$ 3,208,204	\$ 4,497,567	\$ 2,142,193	\$ 2,332,620	\$ 22,754
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TOWNSHIP OF SEGUIN
YEAR ENDING DECEMBER 31, 2023
RESERVES AND RESERVE FUNDS

RESERVES	Opening, 1/1/2023	YTD		Source	Transfer from Rev Fund	PROJECTED Transfer to (from) Revenue Fund	PROJECTED Transfer to Capital Fund	Projected Closing, 12/31/23
		(Revenue)	Expense, 12/31/23					
Working Capital	\$ (1,524,907.00)	\$ -			\$ -	\$ -	\$ -	\$ (1,524,907.00)
Cemetery	\$ (59,722.92)	\$ -			\$ -	\$ -	\$ -	\$ (59,722.92)
Museum	\$ (3,676.91)	\$ -			\$ -	\$ -	\$ -	\$ (3,676.91)
Rose Pt Trail	\$ (6,920.00)	\$ -			\$ -	\$ -	\$ -	\$ (6,920.00)
Information Tech	\$ (99,183.64)	\$ -			\$ (35,000.00)	\$ -	\$ 81,780.00	\$ (52,403.64)
Legal	\$ (301,200.02)	\$ -			\$ (25,000.00)	\$ -	\$ 75,000.00	\$ (251,200.02)
Election	\$ (34,912.11)	\$ -			\$ (10,000.00)	\$ -	\$ -	\$ (44,912.11)
Official Plan Review	\$ (39,525.76)	\$ -			\$ (20,000.00)	\$ -	\$ -	\$ (59,525.76)
Broadband Initiatives	\$ (106,923.97)	\$ -			\$ -	\$ -	\$ 100,000.00	\$ (6,923.97)
Henvey Comm Contr	\$ (110,831.01)	\$ (53,490.45)	Henvey		\$ -	\$ -	\$ 164,321.00	\$ (0.46)
Long Term Care	\$ (250,406.00)	\$ -			\$ -	\$ -	\$ -	\$ (250,406.00)
Salary Grid Movement	\$ (135,042.98)	\$ -			\$ -	\$ 59,140.00	\$ -	\$ (75,902.98)
Pool and Wellness Centre	\$ (302,612.09)	\$ -			\$ -	\$ -	\$ -	\$ (302,612.09)
Firefighter Compensation	\$ (142,152.00)	\$ -			\$ -	\$ -	\$ -	\$ (142,152.00)
Severe Weather	\$ (146,616.21)	\$ -			\$ -	\$ -	\$ -	\$ (146,616.21)
	<u>\$ (3,264,632.62)</u>	<u>\$ (53,490.45)</u>			<u>\$ (90,000.00)</u>	<u>\$ 59,140.00</u>	<u>\$ 421,101.00</u>	<u>\$ (2,927,882.07)</u>
RESERVE FUNDS								
Fire	\$ (199,114.00)	\$ (3,188.19)	Interest		\$ (250,000.00)	\$ -	\$ -	\$ (452,302.19)
Equipment	\$ (1,050,987.32)	\$ (3,409.78)	Interest		\$ (775,000.00)	\$ -	\$ 1,791,660.00	\$ (37,737.10)
Capital	\$ (2,933,706.15)	\$ (121,106.11)	SRA Revenue **		\$ (1,127,750.00)	\$ -	\$ 3,349,169.00	\$ (1,011,449.33)
		\$ (65,000.00)	ARA revenue ***					
		\$ (113,056.07)	Interest					
	<u>\$ (4,183,807.47)</u>	<u>\$ (305,760.15)</u>			<u>\$ (2,152,750.00)</u>	<u>\$ -</u>	<u>\$ 5,140,829.00</u>	<u>\$ (1,501,488.62)</u>
	<u>\$ (7,448,440.09)</u>	<u>\$ (359,250.60)</u>	\$ -		<u>\$ (2,242,750.00)</u>	<u>\$ 59,140.00</u>	<u>\$ 5,561,930.00</u>	<u>\$ (4,429,370.69)</u>
DEFERRED REVENUE - OBLIGATORY								
Gas Tax Revenue	\$ (756,414.67)	\$ -	Received in year		\$ -	\$ -	\$ 1,024,053.00	\$ (23,551.32)
		\$ (284,874.00)	To be received					
		\$ (6,315.65)	Interest					
Building Permits	\$ (557,238.66)	\$ (812.17)			\$ -	\$ -	\$ 95,000.00	\$ (463,050.83)
COVID funding	\$ (121,024.85)	\$ -			\$ -	\$ -	\$ -	\$ (121,024.85)
Park Fund	\$ (191,932.83)	\$ (7,729.05)	Cash in Lieu of Parkland*		\$ -	\$ -	\$ 65,000.00	\$ (142,058.39)
		\$ (7,396.51)	Interest					
	<u>\$ (1,626,611.01)</u>	<u>\$ (307,127.38)</u>			<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,184,053.00</u>	<u>\$ (749,685.39)</u>
GRAND TOTAL	<u>\$ (9,075,051.10)</u>	<u>\$ (666,377.98)</u>			<u>\$ (2,242,750.00)</u>	<u>\$ 59,140.00</u>	<u>\$ 6,745,983.00</u>	<u>\$ (5,179,056.08)</u>



Seguin Township

Staff Report to Council

Prepared for: Mayor and Council

Subject: Climate Change Update inc. Corporate and Community Climate Action Plans, Internship – Work Plan

From: Forrest Pengra, Director of Strategic Initiatives

Agenda Date: September 5th, 2023

Report No: AD-2023-013

Executive Summary:

Significant strides have been made in climate change. Others are still underway, lead by way of the 5-year Conservation and Demand Management (CDM) plan as well as the draft Corporate and Community Climate Action Plans (CCAPs) as presented in this report. Navigation of these guiding directives requires financial and human resource investments. In 2023, the Northern Ontario Heritage Fund Corporation approved the Township of a successful 12-month internship application to facilitate climate change work. The work required to implement the changes and actions recommended in the CDM and CCAPs are broad and long-term in scope and duration.



Seguin Township

Staff Report to Council

Prepared for: Mayor and Council

Subject: Climate Change Update inc. Corporate and Community Climate Action Plans, Internship – Work Plan

From: Forrest Pengra, Director of Strategic Initiatives

Agenda Date: September 5th, 2023

Report No: AD-2023-013

Recommendation:

That Council adopt the Corporate and Community Climate Action Plans as outlined in the attachments to this report.

Background & Analysis:

Seguin Township considers the natural environment its most significant and valuable asset. The Township established fundamental controls to garner its protection for future generations to enjoy. While the Township has done well in its considerations for preservation and conservation in its ongoing business decisions, the climate is changing rapidly.

The following report is a synopsis of various activities and commitments the Township has undertaken in the past several years, those which are yet to come and how to strategically accomplish the objectives.

Corporate Climate Action Plan

In 2019, the ICECAP collaborative was formed to help navigate the Federation of Canadian Municipalities – Partners for Climate Protection program. The 5-milestone framework aims to reduce greenhouse gas emissions in various areas including energy, waste, transportation, etc.... Over the past 4 years, staff across

the greater Georgian Bay biosphere have worked together to establish baseline emissions, identify opportunities for reduction and plan for how to accomplish all that comes along with the process.

To that end, the draft Corporate Climate Action Plan is attached for Councils review and adoption. Through dozens of interviews, workshops, and working groups the plan was developed to be realistic, practical, and useful. This living document will help steer the course of the Township for the foreseeable future.

The Corporate Climate Action Plan aims to achieve a corporate reduction target of 30% below 2016 emissions by 2030. The Township is also aiming to achieve net-zero operations by 2050, in line with other municipalities and levels of government across Canada.

Community Climate Action Plan

In tandem with the Corporate Climate Action Plan, a community wide plan proceeded in development. Per the Partners for Climate Protection program, the 5-milestone framework must include paths for both corporate and community emissions reductions. Each has unique actions, objectives, and values. The actions listed in the Community plan have a significant public outreach and education emphasis. Most, if not all, are to be accomplished through municipal leadership and championing. Municipalities who will be successful in their community actions will be those who lead by example and facilitate success through exposure to programs and partnerships.

The Community Climate Action Plan aims to achieve a community reduction target of 6% below 2016 emissions by 2030. The Township will also strive to reach net-zero emissions by 2050, in line with other municipalities and levels of government across Canada.

Climate Change – Internship Work Plan (12 month)

To be successful in its commitments to the Corporate and Community Climate Action Plans (CCAPs), the 5-year Conservation and Demand Management (CDM) plan, and other cornerstone leadership commitments, the hiring of a Climate Change professional was required. The internship position, as approved in the 2023 operating budget, is for a 12-month term. The core functions of the position

are to lead the climate change portfolio regarding projects, analytics, education, and culture.

In July 2023, the Township was notified of its successful application for a 12-month internship through the Northern Ontario Heritage Fund Corporation (NOHFC). Over the next 12 months, this individual will undertake work including expanded baselining, staff education, the launch of objectives set forth in the CCAP/CDM, coordination with Senior Management to incorporate a climate lens into procurement and business decision making, refine the methods required for annual energy reporting, completion of funding applications, community engagement (schools, community groups, etc...), and others. This position has been filled by Preston Nielsen who started on August 21st, 2023.

The CCAPs and CDM are both significant, multi-year documents that require leadership at all levels from staff to Mayor and Council; they even involve the public and regional collaboration. Working through the objectives listed will require staff time and financial investment. The Climate Change intern will champion the process and report on the progress throughout. The champion must be able to work with all departments, all employees to develop a culture around climate change. The change management required to mature into a new way of working is no small undertaking as it's a fundamental shift in how business is provisioned, services rendered, goods procured, and decisions made.

Financial Impacts:

All actions and activities identified in the Corporate and Community Climate Action Plans and Conservation and Demand Management plan will be budgeted for on an annual basis for both operational and capital funding. Projects and major undertakings that are organizational and/or cross departmental will be managed collaboratively and budgeted accordingly.

Through the 2023 budgeting process, Mayor and Council agreed to fund the municipal contribution for the internship. As the internship will straddle two fiscal years, budgeting for the intern in 2024 will be managed accordingly.

Strategic Plan Alignment:

1.1 Climate Change

1.2 Waste Management

2.6 Differentiate Seguin

Conclusion:

Seguin Township should continue to be leader in climate change, be it regionally or even nationally. Leadership in this space requires commitment beyond policy and platitudes. It requires the successful administration of the actions and commitments outlined in the guiding documents. Doing so requires a concerted effort, administration, and budget.

The climate action and conservation and demand management plans are a roadmap for the Township. They provide a path forward for attaining the objectives identified within. While comprehensive, they are neither exhaustive nor complete. These living documents will require regular review, amendments, and updates. Further, as advancements are made, new opportunities for further reduction may become possible.

Success of these commitments will require human and financial resources. As Seguin matures into its climate change commitments, help will be required.

Prepared by:



**Forrest Pengra,
Director of Strategic Initiatives**

Reviewed by:

Michele Fraser

**Michele Fraser,
Chief Financial Officer**

J. Inwood

**Jason Inwood,
Chief Administrative Officer**



ICECAP

INTEGRATED COMMUNITY
ENERGY & CLIMATE
ACTION PLANS

Township of Seguin

— CORPORATE CLIMATE ACTION PLAN —

Authors

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With Support From

Isabelle Moy, Georgian Bay Biosphere

Sam Cunningham, Georgian Bay Biosphere

1st Edition

Approved by Council:

DATE NEEDED



United Nations
Educational, Scientific and
Cultural Organization



**GEORGIAN BAY
BIOSPHERE**
MNIDOO GAMII

Land Acknowledgment

Seguin Township acknowledges that we are on the traditional territory of the Anishinaabe peoples in the Williams and Huron Robinson treaty areas. We recognize and respect the long history of First Nations and Metis peoples on this land. We also recognize and honour that this region continues to be home to many thriving First Nations communities – the Wahta Mohawks, the First Nations of Moose Deer, Shawanaga, Wasauksing, Magnetawan, Henvey Inlet, Nipissing, the Dokis and others that have lived on Turtle Island for time immemorial.

In acknowledging ourselves as new-comers, Seguin Township also recognizes our role in building relationships and deepening our understanding of the lasting, devastating impact that colonization has had on Indigenous people and this land. Seguin Township recognizes that we have much to learn about how to build a better future that includes the responsible stewardship of our planet to ensure that the decisions we make today will take into consideration the future of our children and that of their children's children.

It is important that Seguin Township is dedicated to the commitments identified in this climate action plan. This document is one example of action we can take to move forward in the spirit of partnership and collaboration, as new-comers and stewards of this land.

Miigwech,
Thank you.

Thomas Morrison
Photography

Executive Summary

CCAP

This Corporate Climate Action Plan (CCAP) is a document that will guide greenhouse gas (GHG) emission reductions for the Township of Seguin's municipal operations. It is a plan that is to be used by municipal staff and departments that contains dozens of specific and achievable actions. Through the actions outlined in this plan, the Township of Seguin will strive to reduce its corporate GHG emissions by 30% below 2016 levels by 2030. As technology advancements allow, the Township of Seguin will also strive to achieve net-zero corporate GHG emissions by 2050. By implementing this plan, the Township of Seguin will also contribute to the regional climate action objectives of the ICECAP partnership.

As a member of the Integrated Communities Energy and Climate Action Plans (ICECAP) partnership, the Township of Seguin has adopted the following goals:

1. Reduce greenhouse gas emissions
2. Improve energy efficiency
3. Reduce the use of fossil fuels
4. Adapt to a changing climate by building greater resilience

In addition to working towards these goals, the publication of this plan achieves corporate milestone 2 and 3 of the Partners for Climate Protection Program, administered by the Federation of Canadian Municipalities. Implementing this plan works towards Milestone 4 and the evaluation framework that has been developed in this plan will contribute to Milestone 5.

This CCAP is a long-term initiative that will require engagement and support across all departments over several years to succeed. Ongoing support from Council will be essential to ensure that the implementation of this plan maintains momentum. Some actions contained in this plan will require capital investments. These funding requirements will be integrated into the annual municipal budget cycle. Staff will also work to capitalize on external funding opportunities as they become available, and continue to seek strategic partnerships that support the efficient use of resources and the implementation of this plan.

The knowledge contained within this plan will enable the Township of Seguin to make informed decisions to prioritize actions that limit GHG emissions that are contributing to climate change. By taking climate change into consideration in its municipal operations, the Township of Seguin will lead by example in its community. These efforts will chart a course to a healthier, greener, and more livable future for the residents of the Township of Seguin now and for generations to come.



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Glossary of Terms

Adaptation	Actions that reduce the observed or expected negative impacts of climate change.
Business as Usual	The continued use of standard practices without any changes.
Clean Energy	Energy produced from sources like solar, hydro, nuclear, etc.
Community Emissions	Greenhouse gas emissions produced by residents & businesses within a jurisdiction.
Corporate Emissions	Greenhouse gas emissions produced by a local government's (Municipalities or First Nations) operations.
Energy Conservation	Reducing wasteful energy use by using fewer energy services.
Energy Efficiency	The ability to complete a task using less energy than before.
Energy Poverty	Defined by a household which spends 6% or more of their after-tax household income on home energy.
Greenhouse Gas	Gases that absorb and trap heat in the Earth's atmosphere.
ICECAP Members	First Nations and Municipalities who have joined the ICECAP partnership by signing a Memorandum of Understanding.
ICECAP Partners	Those who participate in ICECAP without having signed the partnership's Memorandum of Understanding. They include public, private, and community organizations, and members of the public.
Mitigation	Actions to limit climate change and its effects by reducing or stopping the emission of excess greenhouse gases.
Net Zero	A state in which the greenhouse gases going into the atmosphere are balanced by removal out of the atmosphere.
Retrofit	Adding new technology or features to a building to improve its energy.
Zero Emission Vehicle	A vehicle that produces no tailpipe emissions.

Glossary of Abbreviations

EV Electric Vehicle.

FCM Federation of Canadian Municipalities.

GBB Georgian Bay Biosphere.

GHG Greenhouse gas.

ICECAP Integrated Community Energy & Climate Action Plans.

ICEP Indigenous Community Energy Plan.

ICLEI International Council for Local Environmental Initiatives.

IPCC Intergovernmental Panel on Climate Change.

PCP Partners for Climate Protection.

PHEV Plug-in Hybrid Electric Vehicle.

tCO₂e Tonnes of carbon dioxide equivalents. This is a standard unit of measurement for GHG emissions that considers multiple different GHGs at once (i.e. carbon dioxide, methane).

ZEV Zero-emission vehicle.





Introduction

Introduction

Community Profile

The Township of Seguin (Township) contains thousands of kilometres of shoreline between its inland lakes, rivers, and access to Georgian Bay. As part of the Georgian Bay Biosphere region, and in the heart of Ontario’s cottage country, its natural beauty makes it a prominent tourist destination. The Township thus experiences a massive increase in population during the warmer months to include several thousand seasonal residents.

Georgian Bay Biosphere Region

Designated by UNESCO in 2004, the Georgian Bay Mnidoo Gamii Biosphere (GBB) is situated within the Robinson-Huron Treaty of 1850 and Williams Treaty of 1923, and located on Anishinabek territory. Mnidoo Gamii is an Anishinaabek name for ‘Spirit Lake’ or Georgian Bay.

Renowned for its natural beauty, the GBB is one of over 700 UNESCO biosphere reserves throughout the world, and one of 19 currently in Canada. Stretching from the Severn River to the French River along the eastern shoreline of Georgian Bay, the GBB region covers 347,000 hectares of shoreline ecosystem and contains over 50 species of animals and plants that are at risk in Canada and Ontario. Climate change is one of many pressures on these species’ populations.

As an organization, the GBB seeks to build capacity for regional sustainability in eastern Georgian Bay by inspiring highly collaborative partnerships for learning and action. As such, GBB facilitates numerous partnerships in the region to nurture a balance between humans and nature, including the ICECAP partnership.

ICECAP

Across the GBB region, communities are taking climate action. Originating out of a shared desire to address climate change together, communities have joined to create the Integrated Communities Energy and Climate Action Plans (ICECAP) partnership. ICECAP is a partnership between the First Nations and municipalities in the GBB region for the purpose of a collaborative, more cost-effective approach to energy management and the reduction of greenhouse gas emissions for the operations of each member, their communities, and for the broader region. Figure 1 contains a list of official ICECAP members as of 2022.

Figure 1: ICECAP Membership Map

Member	Joined
Township of The Archipelago	2019
Township of Carling	2019
Township of Georgian Bay	2019
Township of McKellar	2019
Town of Parry Sound	2019
Township of Seguin	2019
Municipality of McDougall	2019
Municipality of Whitestone	2019
Shawanaga First Nation	2019
Moose Deer Point First Nation	2019

The 4 main objectives of ICECAP are to:

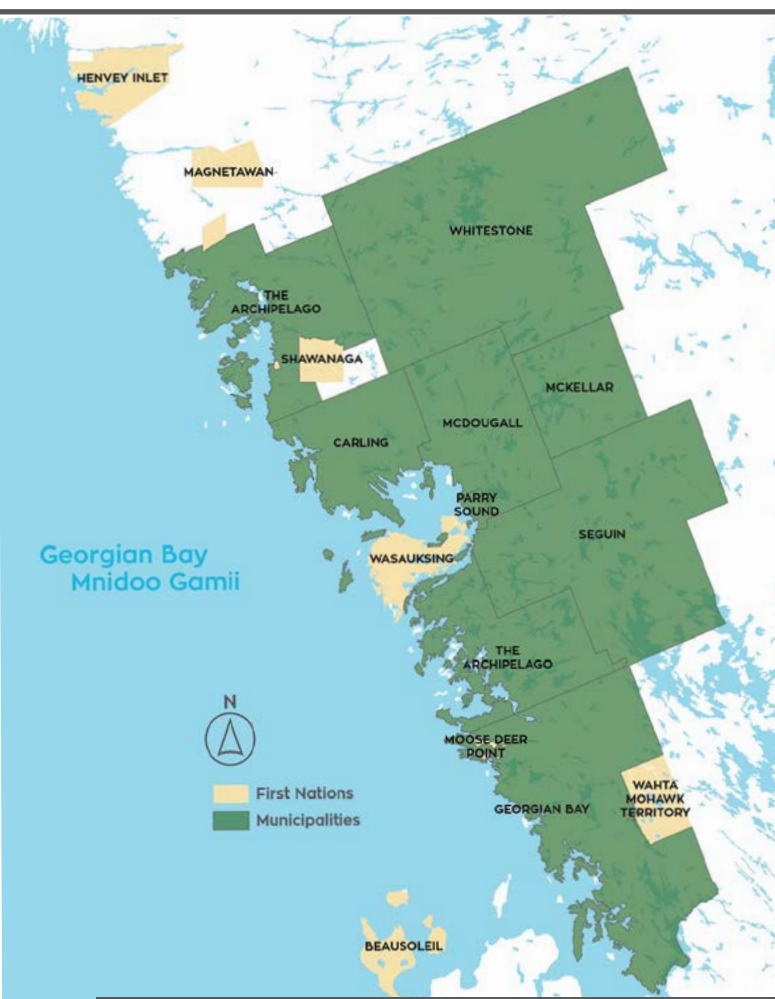
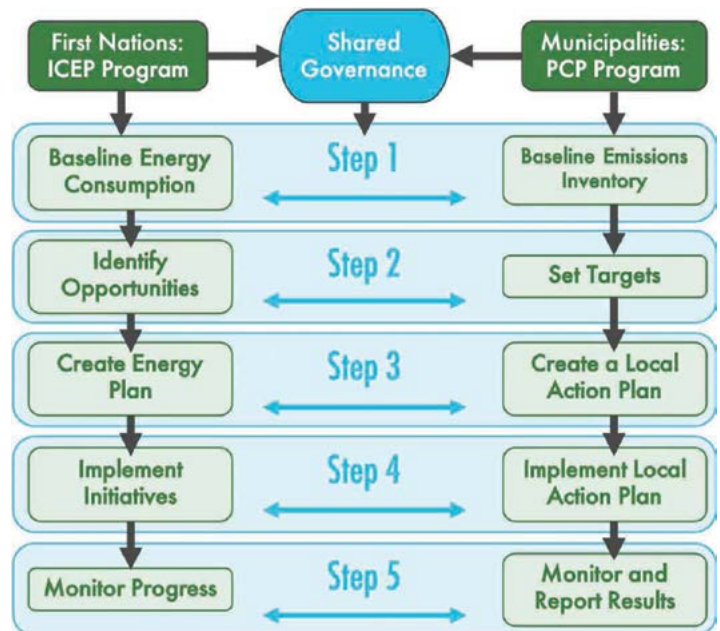
1. Encourage the reduction of greenhouse gas emissions
2. Improve energy efficiency
3. Reduce the use of and reliance on fossil fuels
4. Adapt to a changing climate by building greater resilience



Members of ICECAP are participating in one of two programs designed to help either First Nations or Municipalities reduce their GHG emissions by improving energy efficiency, energy conservation, and fuel-switching. These programs are the Indigenous Community Energy Plans Program for First Nations, and the Federation of Canadian Municipalities Partners for Climate Protection Program for Municipalities.

As seen in Figure 2, these two programs mirror each other closely. ICECAP brings these two processes together and creates synergies between them, bolstering communities' efforts to reduce emissions across the GBB region.

Figure 2: ICECAP Program Model



What is the Federation of Canadian Municipalities?

The Federation of Canadian Municipalities (FCM) is the national voice for municipal governments in Canada. With a congregation of nearly 2,000 municipal members across the country, FCM advocates for municipalities to ensure their citizen's needs are reflected in federal policies and programs. Through this advocacy the FCM is able to provide funding and programming to help municipalities tackle local challenges, such as climate change, asset management, and more.

What is the Partners for Climate change program?

The Partners for Climate Protection (PCP) program is designed to guide municipalities through the process of reducing greenhouse gas emissions through climate change and energy planning. In partnership with the International Council for Local Environmental Initiatives (ICLEI), the PCP program is administered by the FCM. Since the program's establishment in 1997, nearly 400 municipalities across Canada have joined. The PCP program consists of a five-milestone framework that guides municipalities in their efforts to reduce greenhouse gas emissions. The milestones can be found in Figure 3.

Figure 3: Five-Milestone Framework of the Partners for Climate Protection Program



The Partners for Climate Protection program looks at these milestones from both a corporate and community perspective. Corporate refers to the GHG emissions produced as a result of a local government's operations and services. Its purpose is to identify the GHG emissions within a local government's direct control or influence, and for which the local government is accountable as a corporate entity. Community refers to the greenhouse gas emissions generated by the residents and businesses of the community in which the local government serves and represents. This Corporate Climate Action Plan (CCAP) will focus on reducing the GHG emissions associated with the Township of Seguin's operations.



The Climate Change Challenge

The Climate Change Challenge

Climate change is the result of excess greenhouse gas (GHG) emissions being released into the atmosphere as a result of human activity. The burning of fossil fuels such as oil, gas, and coal to power industry, vehicles and buildings are the primary contributors to this issue. These human activities are causing unprecedented rates of warming. As of 2021, the previous six years have included all of the warmest years on record. The Intergovernmental Panel on Climate Change (IPCC) has underscored that global temperatures must stay below 1.5°C by drastically reducing GHG emissions and balancing remaining emissions through carbon sinks to achieve net-zero emissions by 2050.

Addressing climate change is especially important for Canada and its residents. Due to its northern latitude, Canada is experiencing a rate of warming approximately twice the global average. The GBB region, along with the rest of the world must act now to avoid the worst impacts of climate change. By actively managing, monitoring, and taking measures to limit the production of GHG emissions, the impacts of climate change will reduce in severity.

Climate Change in the Georgian Bay Biosphere Region

The GBB Region is already experiencing the effects of climate change. Both air and water temperatures are warming, which correspond to increased incidences of heatwaves, reduced ice cover and thickness, and a shorter winter season. Climate change is also increasing the frequency and chances of catastrophic flooding, extreme weather, and wildfires.

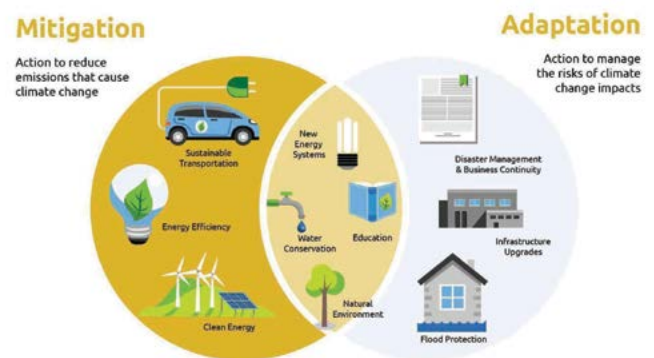
The increased frequency and intensity of these climate impacts will impose added stress on the built environment, shortening the effective life of community infrastructure and causing additional infrastructure failures. Moreover, these

climate impacts will further compromise the integrity of important ecological services provided by biodiversity and natural infrastructure, such as shoreline stabilization and water filtration. In summary, these impacts change how we interact with the landscape, affect mental and physical health, and the local economy.

Mitigation & Adaptation

Climate change can be addressed through mitigation and adaptation. Mitigating climate change means taking actions that reduce GHG emissions being released into the atmosphere. Climate change adaptation refers to actions that help cope with the impacts of climate change when they happen. Sometimes, mitigation measures are a form of climate adaptation. Similarly, climate adaptation measures can be a form of climate mitigation (Figure 4). Both types of action are essential to addressing climate change. This Corporate Climate Action Plan (CCAP) focuses on mitigation.

Figure 4: Climate Change Mitigation & Adaptation Strategies



Local governments have a unique interest and opportunity in planning for a changing climate. As front-line responders to severe weather events and other climate change impacts, First Nations and local governments often experience and witness the financial, environmental, and social repercussions of climate

change within their communities. Therefore, they have the ability to be leaders in addressing climate change, as their knowledge of community needs and considerations can guide the successful implementation of initiatives designed to tackle climate change. In turn, these efforts can have profound financial, environmental, and social benefits in their communities.

Why Does This Matter To Municipalities?

In Canada, local governments can influence or control nearly half of the nation’s GHG emissions. As seen in Figure 4, there are many ways in which local governments can influence and control GHG emissions.

Compared to urban communities, rural communities are often more reliant on fossil fuels. This reliance on fossil fuels therefore makes municipal operations more vulnerable to the volatility of uncertain energy markets. As energy costs continue to rise, this will put added financial pressures on the Township of Seguin, and in turn its ratepayers. Switching to more stable and reliable energy sources like electricity, and energy efficiency and conservation efforts have the potential to reduce energy costs, while also reducing GHG emissions.

Investing into actions that reduce energy consumption and switch fuel sources also supports new forms of local employment and innovation. These investments create opportunities for new and emerging sectors, such as those focused on renewable energy, energy efficiency, green buildings, water and waste management, food production, transportation, land use planning, design, and technology.

Actions to reduce GHG emissions can also have social and environmental benefits as well. For example, utilizing natural infrastructure aids in carbon sequestration and provides other ecosystem services, such as pollination and pest management, water purification, preservation of cultural and natural history, and improved mental, physical, and spiritual health for residents. Strengthening these ecosystem services can also increase the adaptive capacity of communities, offering residents and businesses protection against climate change impacts when they happen.

DID YOU KNOW?

Climate change is causing more frequent and severe weather events which damages local community infrastructure. **Investments in resilient infrastructure can have a return on investment of \$6 in future averted losses for every \$1 spent.**

Insurance Bureau of Canada, 2020

Figure 5: Local Government Influence Over GHG Emissions

Local Government Relative Influence over GHG Emissions



Corporate GHG Emissions

This CCAP includes recommendations to reduce energy and emissions from municipal operations including buildings and facilities, fleet, streetlights, and corporate waste. The corporate data focuses exclusively on energy and GHG emissions that are directly controlled by the Township. It does not include emissions that are a consequence of activities from sources not controlled or owned by the municipality, or those that occur outside the Township’s geographical boundary.

A corporate greenhouse gas (GHG) inventory identifies and quantifies the sources of GHG emissions from municipal operations and establishes a baseline from which future energy and emissions reductions and progress can be measured. This also assists with monitoring energy expenditures and gathering cost-saving information over time. A breakdown of corporate emissions and fuel consumption by energy consumption in the baseline year can be seen in Table 1 and 2, respectively.

In total, the Township’s corporate emissions in the baseline year (2016) were 1,069 tCO₂e. As seen in Figure 6, the Township’s corporate GHG emissions predominately stem from its fleet (67%) and its buildings and facilities (30%). This is common of rural communities situated in northern Ontario, and presents opportunities for GHG reductions through energy efficiency and conservation efforts, and fuel-switching initiatives.

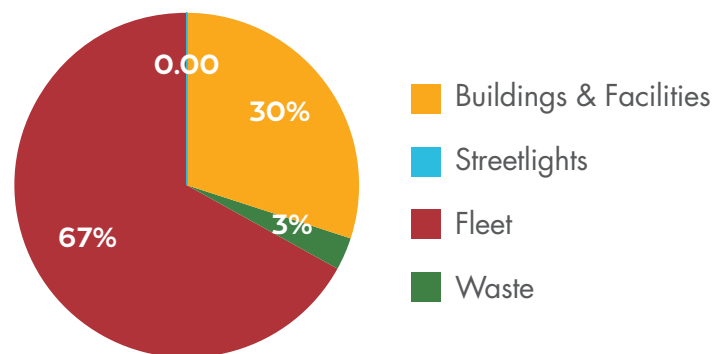
Table 1: Corporate GHG Emissions by Sector (2016)

Emissions Sector	tCO ₂ e
Fleet	718
Buildings & Facilities	319
Streetlights	4
Waste	28
TOTAL	1069

Table 2: Fuel Consumption by Energy Source (2016)

Energy Source	Quantity	Unit
Electricity	1,575,779	kWh
Natural Gas	32,706	m ³
Propane	113,932	L
Fuel Oil	9,748	L
Gasoline	48,601	L
Diesel	221,192	L

Figure 6: Township of Seguin GHG Emission Sector Breakdown (%)



Corporate GHG Emissions Forecast

In 2016, the Township's corporate GHG emissions were 1,069 tCO₂e as a result of day-to-day municipal operations. If no actions are taken to reduce emissions and operations continue business-as-usual (BAU), the Township's corporate GHG emissions are anticipated to reach 1331 tCO₂e by 2030, representing a 25% increase from the baseline year. As GHG emissions are directly correlated to energy costs, the expectation is that municipal expenses would also increase relative to the increase of GHG emissions.

This increase is estimated based on annual population growth rate of 1.58% as determined by Statistics Canada's 2016 census. As population increases, so too does the level of servicing the Township must provide to its residents, thus requiring more energy consumption and resourcing to maintain standard levels of service. As a result, interventions and solutions are needed to maintain appropriate service levels while also reducing emissions.

Corporate GHG Emissions Reduction Target

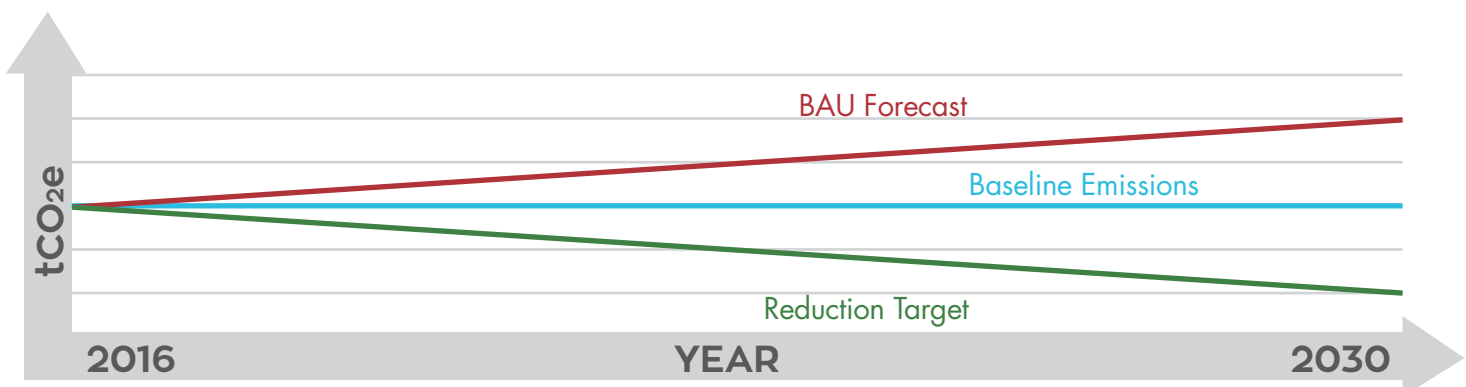
As seen in Figure 7, the Township is aiming to achieve a corporate reduction target of 30% below 2016 emissions by 2030. This target represents an absolute emissions reduction of 321 tCO₂e relative to the 2016 baseline of

1,069 tCO₂e. This means that the Township will strive to emit no more than 748 tCO₂e annually through its municipal operations by 2030.

The Township's corporate emissions reduction target was developed using a bottom-up approach. This approach consists of aligning emission reduction opportunities with the Township's asset management plan and other policies. The benefits of taking a bottom-up approach is that the established target is more feasible and achievable in comparison to a top-down approach, since it has been grounded in data and the operational and circumstantial realities pertinent to the Township.

The Township is also aiming to achieve net-zero operations by 2050, in line with other municipalities and levels of government across Canada. The CCAP will be revised after 2030 to provide a more distinct pathway for achieving this target. Unanticipated factors may inevitably affect the Township's ability to achieve this target. As these factors expose this CCAP to a level of uncertainty, it should be considered a living document and the actions should be regularly reviewed and revised based on current technologies, market conditions, and changing conditions (e.g., new asset acquisition) or changes to policy in senior levels of government.

Figure 7: Emissions Reduction Target and BAU Forecast



A photograph of an electric vehicle (EV) charging station area. The asphalt ground is marked with bright green lines. In the foreground, there is a large green square with a white border containing a white icon of an electric plug and a car. Above this icon, the words "ELECTRIC VEHICLE PARKING ONLY" are painted in white, bold, capital letters. In the background, there are several white charging stations with black cables. The scene is outdoors with some greenery and a building visible in the distance.

**ELECTRIC
VEHICLE
PARKING
ONLY**

Approaches for Reducing GHGs

Approaches for Reducing GHGs

There are three main approaches that can be taken to reduce the Township's corporate GHG emissions. These approaches include, but are not limited to:

1. Energy Conservation and Energy Efficiency
2. Fuel Switching
3. Local Renewable Energy Generation

Energy Conservation and Energy Efficiency

Energy efficiency and conservation are related and complimentary ways to avoid or reduce energy consumption. These approaches are the easiest and most cost-effective ways to reduce GHG emissions.

Energy efficiency is achieved when less energy is used to complete a task or result. This can be done through active and conscious efforts to manage energy consumption when completing tasks, or passively by upgrading or retrofitting equipment and assets to energy efficient models.

Energy conservation can be achieved when the use of energy can be avoided altogether. These efforts can be completed at no cost, but requires conscious and active commitments to approaching daily activities alternative ways. A common example of energy conservation is putting on a sweater when it is cold outside, rather than turning on the building's heating system.

Fuel Switching

Fuel switching involves transitioning from fossil fuels to low or zero carbon energy sources. This often means switching to electricity to heat, cool, or move things.

Electricity is the most versatile form of energy available, as it can be used to power a variety of different mechanisms and equipment, from heating buildings to powering vehicles. In Ontario, electricity is considered a very low carbon energy source because it is primarily produced using emission free sources, such as nuclear, hydro, wind, and solar. As a result, most fuel switching efforts focus on electrification given the GHG emission reduction benefits that can be achieved.

Fuel switching can often lead to cost-savings over the lifetime of an asset as well. This is because the use of fossil fuels is inefficient, as much of the energy produced when they are consumed escapes as heat. Electricity on the other hand is much more efficient, meaning that assets and processes can operate to their desired performance level using less energy. Since energy is directly related to fuel expenditures, using less energy thus leads to operational cost savings. In most cases, the cumulative cost savings will exceed any capital premiums associated with these technologies, making a strong business case for electrification where it is feasible to do so.

Compared to fossil fuels, the market for electricity is more stable and can improve operational resilience. The globalized supply chain of fossil fuels means that political unrest, catastrophes, and macroeconomic market conditions can cause volatile prices of these commodities. As a price-taker in this market, this means the Township's fuel expenditures are influenced by these global realities. On the other hand, electricity has greater price stability since it is both generated and heavily regulated in Ontario. This improved price stability can offer the Township greater confidence in budgeting energy expenditures annually.

Local Renewable Energy Generation

To address emissions at their source, processes that generate energy without emitting any GHG emissions at all, such as solar power systems, wind turbines, geo-exchange, and biofuels are needed. These are often referred to renewable energy sources, which are created by natural processes that replenish at a rate equal to or faster than the rate at which they are consumed. Producing renewable energy locally has many benefits, and has been shown to:

- Provide affordable, reliable, clean energy
- Improve systems that transport, store, and use energy
- Increase local job opportunities
- Keep more energy dollars within the community
- Make energy systems more resilient to external supply and fuel prices

Through community energy planning, non-fossil fuel consuming micro-grids and district energy systems, energy efficient and low-GHG communities can be achieved. This often looks for new opportunities to store clean energy, so that it can be used on demand. While community energy planning is out of scope of this CCAP, the Township can still experience the benefit by integrating its operations with these systems.

Achieving Synergies Between Emission Reduction Approaches

These three approaches to reducing corporate GHG emissions work best when used together, and can be applied individually or collectively across emissions sectors. Energy conservation and efficiency supports fuel switching, as using less energy supports its affordability. It also opens additional capacity on the electrical grid to support the electrification transition. Using locally generated electricity can then further reduce GHG emissions, while also achieving the co-benefits that comes with it.

Together, GBB and Township staff have identified a series of actions that can be taken in each emissions sector to guide the Township in meeting their corporate GHG reduction target. These actions focus on applying the three approaches to reducing emissions through education, policy, and asset upgrades and replacements. This will ensure that the goals and objectives of this CCAP are woven throughout the Township of Seguin's operations and support the organization's rethinking of business as usual.





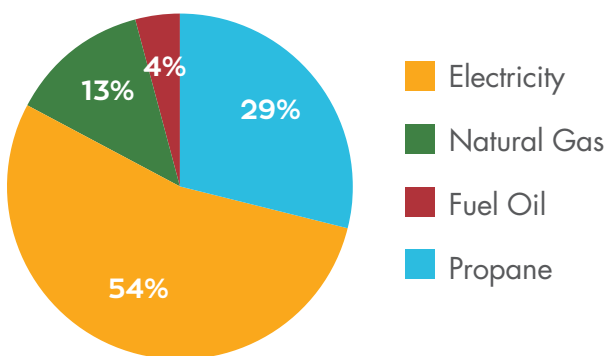
Reducing Corporate GHG's

Reducing Corporate GHG's

Buildings & Streetlights

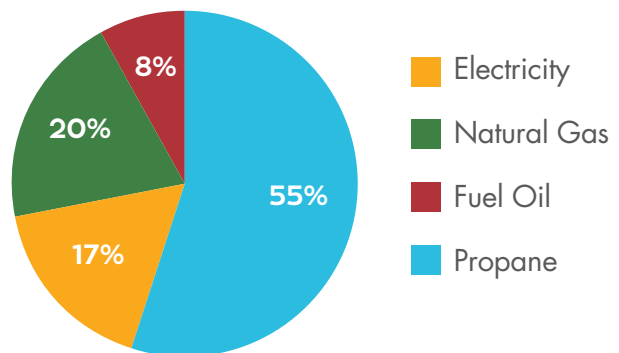
In 2016, the Township operated more than 20 facilities, all of which consumed electricity, and 12 of which used either natural gas, propane, or fuel oil as a heating source. The Township also operates a series of streetlights in its various communities which consume electricity. A breakdown of energy consumption for the Township's buildings and streetlights in the 2016 baseline year can be found in Figure 8.

Figure 8: Buildings and Streetlights Energy Usage (%)



Together, the Township's buildings and streetlight assets produced 323 tCO₂e in the 2016 baseline year. Electricity accounted for 17% of these emissions, despite accounting for 54% of energy consumption. Conversely, fuel oil and propane produced 63% of these emissions, while only accounting for 33% of energy consumption. This indicates that moving away from fuel oil and propane to electricity is an effective method for reducing GHG emissions. This is because electricity is almost entirely produced from non-emitting sources in Ontario. A breakdown of GHG emissions by energy source can be found in Figure 9.

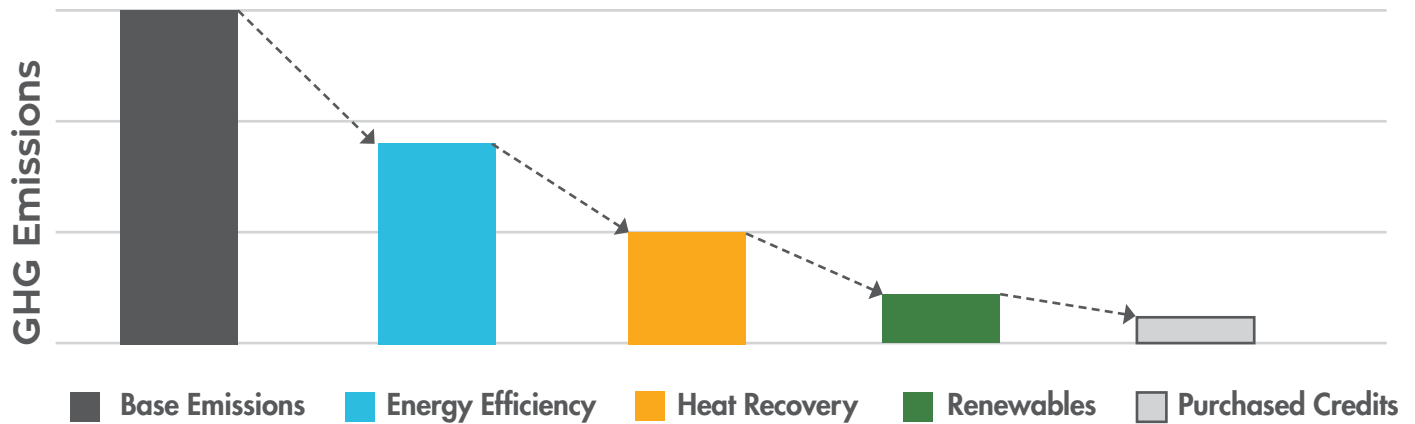
Figure 9: Buildings and Streetlights GHG Emissions by Energy Source (%)



Although electricity consumption is not responsible for the majority of emissions, using electricity efficiently plays an important role in reducing operational and equipment maintenance costs. Savings through energy efficiency can further fund fuel-switching efforts, which in turn will continue to further reduce the Township's GHG emissions. As seen in Figure 10, energy efficiency plays an important role in the pathway to net-zero.



Figure 10: Pathway to Net-Zero for Buildings



It should be noted that the pathway to net-zero is not linear, and will differ between each building. All efforts to reduce emissions and energy consumption must be aligned with scheduled maintenance and replacements outlined in the Township's asset management plan.

An overview of actions to reduce GHG emissions in the buildings and streetlights sectors can be found in the following checklist. Further details to each of these actions can be found in Part 2 of this CCAP.



Buildings & Streetlights

Action Checklist

Objective 1 Improve energy efficiency and conservation through retrofits and fuel-switching.

- Incorporate regular energy audits into building operations.
- Develop a Green Buildings Policy.
- Install building automation systems where feasible.
- Retrofit lighting systems with efficient LEDs.
- Replace appliances and equipment with energy efficient models at the end of their useful life, where feasible.
- Where feasible and required, improve the building envelope of municipal buildings and facilities.
- Explore the use of high albedo building materials during regular maintenance and repairs.
- Explore the use of natural infrastructure into building systems.
- Develop an Energy Efficient Equipment Purchasing Policy.
- Replace heating and cooling systems with low or zero-carbon alternatives where feasible.

Objective 2 Integrate energy management practices throughout operations.

- Continue regular and preventative maintenance on equipment.
- Explore the use of data management systems to house holistic building energy data and information.

Objective 3 Integrate low or zero carbon technologies into buildings, including renewable energy generation, storage, and use.

- Explore the integration of renewable energy systems into buildings systems.
- Conduct fuel-switching studies to explore the use of low or zero carbon technologies for heating and cooling.

Objective 4 Improve the efficiency of outdoor lighting.

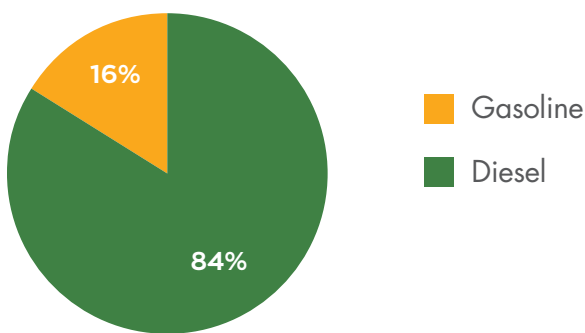
- Replace all remaining outdoor public lighting, including streetlights, with LEDs.
- Explore LED retrofit opportunities for digital signs.

Fleet Transportation

The Township relies on its fleet of vehicles and equipment to maintain roads and parks, provide bylaw enforcement, and many other community services. These vehicles and equipment are essential; however, they produce a substantial portion of the Township's corporate GHG emissions. Seguin, like many other communities in the region, will continue to grow and the fleet will need to expand to provide community services. This growth in vehicles means more fuel consumption and GHG emissions. As a result, a range of strategies are needed to reduce fleet emissions while the size of the fleet grows.

In the baseline year, the Township's fleet produced 718 tCO₂e. Diesel and gasoline produced 604 tCO₂e and 114 tCO₂e respectively, or 84% and 16% of fleet emissions, as seen in Figure 11. In total, the fleet consumed 221,192 litres of diesel and 48,601 litres of gasoline.

Figure 11: Diesel and Gasoline GHG Emissions (%)

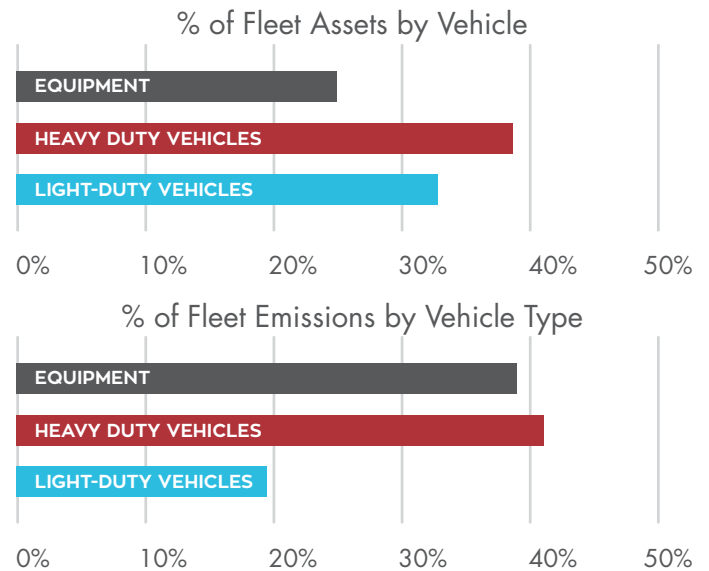


Idling Fast Facts

1. Engine wear is greater during prolonged idles than normal operations.
2. Reducing idle time by 10 minutes a day saves almost 60.8 hours of operating time per year and fuel savings of roughly 100L.

Natural Resources Canada, 2015

Figure 12: Comparison of Fleet Assets and Emissions by Vehicle Type (%)



As seen in Figure 12, heavy-duty vehicles and equipment account for roughly 87% of fleet emissions, while comprising 73% of fleet assets. This means that efforts to reduce emissions produced by these vehicle types can have a large impact. Age, vehicle technologies, and driver behavior are a few of many factors that influence the amount of GHG emissions produced by fleet assets.

Although light-duty vehicles are not responsible for the majority of fleet emissions, the Township recognizes the importance of these vehicles in reducing emissions. During the replacement of vehicles, the low-carbon and fuel-efficient options will be explored. Investigating zero-emission vehicle (ZEV) technologies are especially important for light-duty vehicles in the fleet, as the Government of Canada has mandated that by 2035, all new light-duty vehicle sales in Canada must be ZEV. This means that by 2035, when the Township replaces a light-duty vehicle with a new one, only ZEV options will be available. Given the replacement cycle on vehicles, this timeline represents a growing priority.

ZEV technologies should be piloted in advance so operators become comfortable with them, and charging infrastructure will need to be installed prior to making any ZEV purchases so vehicles can be refueled at the end of the day.

In addition to exploring ZEV purchases, fleet optimization through right-sizing is a complementary practice to that can support GHG emissions reductions. This means that vehicles are purchased based on the average anticipated use. This can lead to emissions reductions and cost savings, by allowing the purchase of smaller vehicles that meet operational needs, while decommissioning underutilized assets.

An overview of actions to reduce fleet emissions can be found in the following checklist. Further details to each of these actions can be found in Part 2 of this CCAP.

DID YOU KNOW?

The time needed to charge an electric vehicle depends on the temperature, its current charge level, and battery capacity.

Using a level 2 charger, the average plug-in hybrid electric vehicles (PHEVs) needs 1 to 4 hours to fully charge, and battery electric vehicles (BEVs) need 4 to 8 hours to fully charge from zero.

This means a municipal fleet vehicle has enough time to receive a full charge every single night.

Hydro One, 2022



Fleet & Transportation

Action Checklist

Objective 5 Improve the fuel efficiency of the fleet through driver education and fuel-efficient technologies, including electrification.

- Explore opportunities to optimize and right-size the municipal fleet.
- Explore and pursue opportunities to replace existing vehicle stock with zero-emission vehicles or fuel-efficient alternatives.
- Develop driver education materials to promote fuel-efficient driving behaviours.
- Encourage virtual meetings where possible to limit business travel.

Objective 6 Develop supporting plans and policies to enable fleet electrification and fuel conservation.

- Develop a Low Carbon Fleet Policy.
- Conduct a fuel-switching study to align scheduled vehicle replacements with zero-emission vehicle purchasing opportunities.
- Develop a long-term EV charging infrastructure plan.



Solid Waste

In addition to waste generated during operations, the Township offers waste disposal services to the community at its municipal facilities and recreation areas. When this waste is diverted to a landfill it produces methane, a powerful greenhouse gas. This process occurs over many years, which means the methane generated in landfills today is the result of decades of disposed organic waste. As a result, these emissions must be managed differently from those related to the use of fossil fuels and electricity, since they are not from the consumption of energy. Addressing solid waste emissions will also have future emission reduction benefits due to the timely waste decomposition process. In the baseline year, corporate solid waste emissions totaled 28 tCO₂e.

Compared to other GHG sectors, solid waste emissions are more difficult to reduce. This is because a large portion of solid waste emissions are produced from waste disposed by the community at municipal facilities and recreation areas. Since the Township of Seguin has limited influence on the quantity and types of waste the community disposes, this requires innovative approaches.

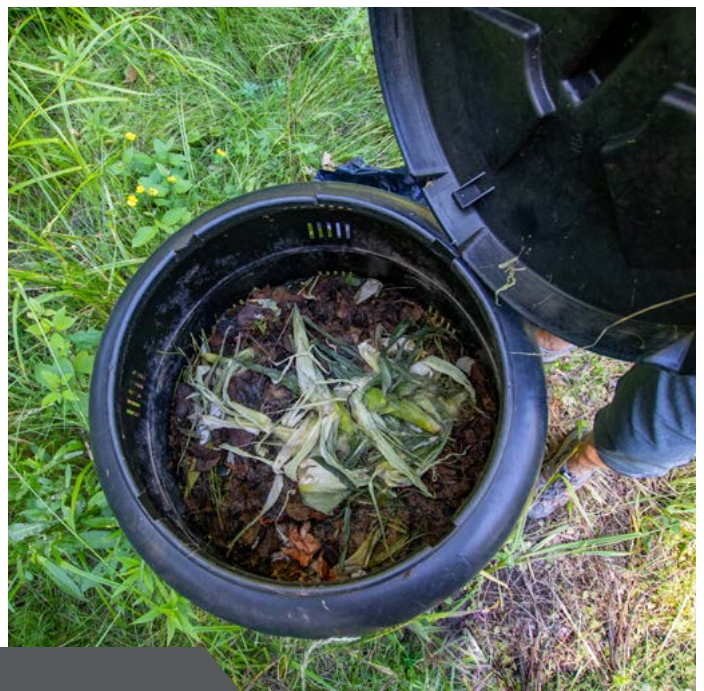
Waste to energy technologies are increasingly presented as an attractive option to not only reduce GHG emissions, but provide on-site renewable energy and address limited landfill capacity challenges. Waste to energy technologies work by processing organic waste into a product that can be used for heat, electrical generation, or as a liquid bio-fertilizer for growing food. Increasing appropriate diversion rates at municipal facilities and recreation areas can support waste to energy efforts by providing clean feedstock for these technologies.

An overview of actions to reduce corporate solid waste emissions can be found in the following checklist. Further details to each of these actions can be found in Part 2 of this CCAP.

DID YOU KNOW?

When it decomposes, organic waste produces methane, a greenhouse gas that is 25 times more potent than carbon dioxide. Reducing the amount of organic waste destined to landfills can be a highly effective way at reducing GHG emissions.

Environment and Climate Change Canada, 2022



Solid Waste

Action Checklist

Objective 7 Reduce the quantity and types of waste produced by municipal operations.

- Develop a Waste Master Plan to coordinate waste reduction efforts across different waste streams.
- Conduct a waste audit to identify opportunities to improve waste diversion rates at municipal facilities and recreation areas.
- Develop and promote education materials for staff on corporate waste reduction strategies.
- Implement a process to measure and track corporate waste generation and diversion.

Objective 8 Integrate waste-to-energy practices into operations.

- Explore the use of micro-scale anaerobic digestors and other technologies as a means for creating on-site bio-fuels.



Municipal Leadership

Effective corporate climate action is achieved by more than just technologic interventions. To enable widespread climate action across the organization, the Township must demonstrate leadership by embedding climate action principles into its corporate culture and by updating and developing policies that enable staff to carry out the actions outlined in this plan. Although the GHG emissions associated with these efforts cannot be quantified, they are equally as important.

Through its investment decisions, the Township may either grow in a climate compatible manner, or lock itself into an inefficient or unsustainable path for decades to come. Therefore, capital investment into climate action will be critical to success and requires alignment and integration with long term financial planning and asset management plans. Leveraging external funding through federal and/or provincial grant programs will also play a key role in unlocking many of the actions in this CCAP.

Leading by example in areas where the Township has a high level of influence is also critical in setting the pace and catalyzing community action. Investing in action can stimulate local economic growth and develop local industry knowledge that can also benefit the community in their climate action efforts. Open and transparent communications about the implementation of this CCAP can offer lessons learned and guidance to the community by helping them understand how they can implement their own actions. These efforts work harmoniously to reduce the Township's overall collective carbon footprint, bringing a host of additional socio-economic and environmental benefits.

An overview of municipal leadership and enabling actions have been provided below. Further details to each of these actions can be found in Part 2 of this CCAP.



Municipal Leadership

Action Checklist

Objective 9 **Establish financing mechanisms to allocate funds to climate action initiatives.**

- Establish a climate action reserve fund.
- Identify and pursue external funding and partnerships to support climate action efforts and offset capital costs.
- Consider ICECAP membership annually in municipal budgeting.

Objective 10 **Develop internal knowledge and capacity to advance climate action.**

- Hire a Climate & Energy Manager to lead the implementation of climate action and support departments in their efforts.
- Create an Energy Management Committee.
- Develop education and training materials for staff to build climate and energy knowledge and capacity.

Objective 11 **Integrate climate action principles into municipal decision making.**

- Integrate a sustainability criterion into procurement processes.
- Incorporate a climate lens into operations and decision-making processes.



A photograph of a house with solar panels installed on its roof. The house has a red metal roof and is situated on a hillside covered in lush green ferns and other vegetation. The sky is bright blue with scattered white clouds. A semi-transparent dark grey banner is overlaid across the middle of the image, containing the text 'Metrics & Evaluation'.

Metrics & Evaluation

Metrics & Evaluation

Success can be measured in many ways; the most relevant approach for the purposes of this CCAP is the reduction of GHG emissions over time. Success will be measured by reaching the GHG reduction targets identified in the CCAP and the ultimate goal of striving for net-zero GHG emissions by 2050. Corporate emissions will be measured annually to monitor progress and identify emerging opportunities and priorities.



Bi-Annually

On a bi-annual basis, the actions outlined in this plan will be reviewed to ensure they remain relevant and are implemented efficiently. This may include:

- Progress on actions
- Success and lessons learned
- New actions
- New external funding opportunities

Every Five Years

A comprehensive review of this plan will be conducted every five years, including:

- Progress update on GHG emissions reduction targets
- Review of actions to identify implementation gaps and opportunities
- New partnership and engagement opportunities

Ongoing

Implementation timelines will be updated to reflect emerging issues that may have impacts on the timing of each action. As new technology and government regulations emerge, this plan will also evolve and adapt to leverage new opportunities. As technologies and market conditions change over time, new actions may be added and existing actions may be modified. As a result, this CCAP should be considered a living document that can be modified to remain accurate, effective and relevant.

The Township of Seguin will continue to engage with ICECAP members and partners, the public, stakeholders, the community, and subject matter experts to understand how circumstances across different scales may impact the implementation of this CCAP. Continuing to develop and engage in supportive partnerships will ensure actions are implemented efficiently.



Call to Action

ALL ONTARIO
SEMI FINALISTS
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Call to Action


Climate change is one of the greatest challenges of our time. It affects every aspect of our lives and is changing how we interact with the landscape, affecting mental and physical health, the local and global economy, and livelihoods. As a local government, the Township of Seguin has a responsibility to operate in the best interests of its community, and must demonstrate leadership in its efforts to address climate change.



Over time, fighting climate change will require a fundamental shift in how the Township of Seguin operates. Technologies will change, and policies and behaviours must adapt to enable their effective use and integration into operations. It will require collaboration across departments to develop innovative solutions and action and investment from the Township of Seguin and senior levels of government to happen.

There is strength in numbers, and engaging in collaborative partnerships such as ICECAP can support the Township's efforts. By sharing knowledge and resources with regional partners, the Township of Seguin can approach climate action in a more cost-effective manner.

Much remains to be done to position the Township to meet its GHG reduction targets, but with the establishment of this CCAP, the Township is well on its way.



Part 2: Taking Action



Taking Action

How to Read Each Action

Together, the themes, objectives, and actions in this CCAP shape the pathway to guide the Township towards its corporate emissions reduction target. Budgets, capacity, asset condition, and other factors will influence when and how action will take place. As such, this section should be viewed as an aspirational list of actions that the Township will strive towards in pursuit of its target. Table 7 explains how the sections of each action table can be interpreted.

Table 7: Action Table Details

Lead Department	The department(s) responsible for completing an action.
Potential Partners	The department(s) who may offer support to the lead department in the implementation of an action.
Launch	The anticipated timeframe for when work on an action will begin. Actions may begin sooner or later depending on emerging priorities and external factors.
Duration	The anticipated time needed to complete an action. Duration can be Short-, Medium-, or Long-term.
GHG Reduction Potential	The anticipated emissions reductions as a result of implementing an action. This is organized by Low, Medium, and High reduction potential.
Anticipated Cost	The anticipated costs for implementing a project. Costs are described in an escalating hierarchy using the '\$' symbol to compare the scale of capital required.

Buildings & Streetlight Actions

Objective 1: Improve energy efficiency and conservation through retrofits and fuel-switching.

Action 1.1 Incorporate regular energy audits into building operations.

An energy audit can help reduce energy consumption and costs by pinpointing areas or systems in a building that may be wasting energy. In addition to the cost saving benefits from their energy efficiency, their compact size and reduced maintenance requirements can further decrease operational costs. Energy audits can also verify the effectiveness of energy efficiency and conservation projects that have been implemented.

Lead Department	Department Specific			
Potential Partners	Strategic Initiatives			
Launch	3 Years			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low		Medium	High
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$

Action 1.2 Develop a Green Buildings Policy.

A Green Buildings Policy can provide direction and requirements to new and existing municipal buildings to achieve higher sustainability standards. This will ensure that conversations of energy efficiency and reducing GHG emissions occur proactively and are discussed during the project planning phase. Such a policy could include clauses outlining minimum LEED or energy performance standards, for example.

Lead Department	Strategic Initiatives
Potential Partners	Department Specific
Launch	3 Years
Duration	<p>Ongoing Short Term Medium Term Long Term</p>
GHG Reduction Potential	<p>Low Medium High</p>
Anticipated Cost	<p>\$ \$\$ \$\$\$ \$\$\$\$ \$\$\$\$\$</p>

Action 1.3 Install building automation systems where feasible.

A building automation system (BAS) is a network designed to connect and automate certain functions inside a building. All of a building's control systems are integrated into a single interface and can be monitored and adjusted remotely. This allows staff to quickly identify any problems that may arise and program occupancy and time-of-day settings to maximize energy conservation and efficiency.

Lead Department	Strategic Initiatives			
Potential Partners	Department Specific			
Launch	3 Years			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low		Medium	High
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$

Action 1.4 Retrofit lighting systems with efficient LEDs.

Retrofitting lighting systems with LED bulbs is one of the quickest and easiest actions that can be taken to reduce energy consumption and GHG emissions. In addition to the cost saving benefits from their energy efficiency, their compact size and reduced maintenance requirements can further decrease operational costs. The quality of their colour rendering can also improve visibility and safety.

Lead Department	Department Specific			
Potential Partners	Strategic Initiatives			
Launch	Underway			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low	Medium	High	
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$

Action 1.5 Replace appliances and equipment with energy efficient models at the end of their useful life, where feasible.

Energy efficient appliances are capable of maximizing small amounts of energy into the required energy needed to complete a task. Many of these appliances can operate under lower temperature and energy settings, which sustain their functionality until the task is completed. Replacing appliances and equipment at the end of their useful life will ensure that the maximum return on investment is achieved.

Lead Department	Department Specific			
Potential Partners	Strategic Initiatives			
Launch	3 Years			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low		Medium	High
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$

Action 1.6 Where feasible and required, improve the building envelope of municipal buildings and facilities.

An energy-efficient building envelope refers to an effective boundary between the conditioned interior of the building and environment beyond it. An effective building envelope will lower the cost of fuels that power and control a building’s interior temperatures. This can also improve the level of comfort and the health and safety of occupants. Insulation upgrades, weather stripping, and caulking are a few of many efforts that can be taken to ensure an airtight building envelope. Conducting regular energy audits (Action 1.1) can identify where building envelopes may be compromised and what measures can be taken to fix any issues.

Lead Department	Department Specific			
Potential Partners	Strategic Initiatives			
Launch	5 Years			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low	Medium		High
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$\$

Action 1.7 Explore the use of high albedo building materials during regular maintenance and repairs.

High albedo building materials are those which have high reflectivity and low absorptivity. These properties can reduce the heat gain of a building’s envelope because they absorb less sunlight and heat. In turn, a building’s cooling demand is reduced and less energy is used as a result. This can also have adaptive benefits during periods of extreme heat, which are anticipated to increase in severity and frequency as a result of climate change. Policy mechanisms (Action 1.2) can strengthen internal efforts to explore the use of these materials in operations.

Lead Department	Department Specific			
Potential Partners	Strategic Initiatives			
Launch	5 Years			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low		Medium	High
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$

Action 1.8 Explore the use of natural infrastructure into building systems.

Integrating natural infrastructure (such as green roofs, green walls, etc.) into building systems can have social, environmental, and economic benefits. Green roofs, for example, provide insulation that moderates a building’s temperature, thereby reducing energy costs. They can also provide stormwater benefits, offering additional adaptive benefits as precipitation and heavy rainfall events are anticipated to increase in the future as a result of climate change. As such, integrating natural infrastructure into the built environment can have cross-cutting benefits that contribute to many of the Township of Seguin’s strategic and environmental goals and objectives.

Lead Department	Department Specific			
Potential Partners	Strategic Initiatives			
Launch	5 Years			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential				
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$

Action 1.9 Develop an Energy Efficient Equipment Purchasing Policy.

An Energy Efficient Equipment Purchasing Policy can direct staff to consider the business case for purchasing energy efficient equipment when undergoing equipment replacements. This policy could also provide direction into the review of fuel-switching technologies.

Lead Department	Treasury			
Potential Partners	Strategic Initiatives			
Launch	5 years			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low		Medium	High
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$

Action 1.10 Replace heating and cooling systems with low or zero-carbon alternatives, where feasible.

Heating and cooling systems that use fossil fuels have the highest energy demand in buildings. Replacing these systems with low or zero carbon technologies can therefore lead to drastic reductions in GHG emissions. These efforts should align with scheduled replacements in asset management plans to maximize the useful life of the existing system and maximize the return on investment.

Lead Department	Department Specific
Potential Partners	Strategic Initiatives
Launch	3 Years
Duration	
GHG Reduction Potential	
Anticipated Cost	

Buildings & Streetlights

Objective 2: Integrate energy management practices throughout operations.

Action 2.1 Continue regular and preventative maintenance on equipment.

Small inefficiencies can accumulate to large quantities of energy being wasted. As equipment ages it becomes less efficient and more susceptible to failure. Conducting regular and preventative maintenance on equipment will reduce the risk of wasted energy and increase its reliability and long-term efficiency. This can be highly effective at improving energy efficiency when paired with routine energy audits (Action 1.1).

Lead Department	Department Specific			
Potential Partners	Strategic Initiatives			
Launch	Underway			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low		Medium	High
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$

Action 2.2 Explore the use of data management systems to house holistic building energy data and information.

Secure, online energy management systems can provide powerful insights that help with identifying underperforming buildings to target for efficiency improvements, set investment priorities, verifying cost and emissions savings from actions, and benchmarking energy performance across a portfolio of buildings. These systems can automatically process trend analysis and some platforms are available free of charge.

Lead Department	Strategic Initiatives			
Potential Partners	Community Services			
Launch	< 1 Year			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low	Medium	High	
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$

Buildings & Streetlights

Objective 3: Integrate low or zero carbon technologies into buildings, including renewable energy generation, storage, and use.

Action 3.1 Explore the integration of renewable energy systems into buildings systems.

Installing on-site renewable energy systems such as rooftop solar panels or wind turbines is a crucial step towards decarbonizing buildings. However, prior to installing renewable energy systems, buildings must first operate efficiently and have an effective envelope. When integrated with fuel-switching initiatives, renewable energy systems can have profound GHG reduction benefits. This will also free up grid capacity for other electrification initiatives elsewhere, such as those occurring in the municipal fleet (Action 5.2 and Action 6.3).

Lead Department	Department Specific			
Potential Partners	Strategic Initiatives			
Launch	10 Years			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low	Medium	High	
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$

Action 3.2 Conduct fuel-switching studies to explore the use of low or zero carbon technologies for heating and cooling.

Replace heating and cooling systems with low or zero-carbon alternatives (Action 1.10) is a critical action to meeting targets. However, there are many system configurations that can be taken. Gaining an understanding of what low or zero carbon technologies will be the most effective and will maximize energy cost savings at different buildings is therefore an important step. Fuel-switching studies can help build the business case for prioritizing fuel-switching efforts.

Lead Department	Strategic Initiatives			
Potential Partners	Department Specific			
Launch	3 Years			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low	Medium	High	
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$

The chart displays the following data points:

- Duration:** Ongoing (represented by a trapezoid), Short Term (represented by a circle), Medium Term (represented by a circle), and Long Term (represented by a circle).
- GHG Reduction Potential:** Low (represented by a circle), Medium (represented by a circle), and High (represented by a circle).
- Anticipated Cost:** \$ (represented by a circle), \$\$ (represented by a circle), \$\$\$ (represented by a circle), and \$\$\$\$ (represented by a circle).

Buildings & Streetlights

Objective 4: Improve the efficiency of outdoor lighting.

Action 4.1 Replace all remaining outdoor public lighting, including streetlights, with LEDs.

Replacing outdoor lighting with LEDs is a quick and effective method for reducing energy consumption and GHG emissions. LED luminaries also have a longer life span in comparison to other types of lighting, thereby reducing maintenance costs. Additionally, LEDs also emit a whiter light than HPS lights, which improves visibility and has been shown to improve community safety and wellbeing.

Lead Department	Department Specific			
Potential Partners	Strategic Initiatives			
Launch	Underway			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low		Medium	High
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$

Action 4.2 Explore LED retrofit opportunities for digital signs.

Compared to fluorescent and neon signs, LED signs have been shown to use 80% less energy, while simultaneously providing better sign illumination. They also have reduced environmental impacts compared to fluorescent signs, which contain harmful chemicals such as mercury.

Lead Department	Community Services			
Potential Partners	Strategic Initiatives Administration			
Launch	3 Years			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low	Medium	High	
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$



Fleet & Transport Actions

Objective 5: Improve the fuel efficiency of the fleet through driver education and fuel-efficient technologies, including electrification.

Action 5.1 Explore opportunities to optimize and right-size the municipal fleet.

It is common for fleet inventories to grow over time and include vehicles that are highly specialized, rarely used, or perhaps unsuitable for current applications or service levels. Right-sizing the municipal fleet should evaluate the business case of each vehicle to determine whether reassigning, replacing, or eliminating a vehicle would reduce fuel and maintenance costs, without compromising fleet activities and municipal service levels.

Lead Department	Fire Services & By-Law
Potential Partners	Public Works Community Services
Launch	3 Years
Duration	
GHG Reduction Potential	
Anticipated Cost	

Action 5.2 Explore and pursue opportunities to replace existing vehicle stock with zero-emission vehicles or fuel-efficient alternatives.

Electrifying the municipal fleet or switching to more efficient vehicle models has immense potential for reducing GHG emissions. Additionally, the Township of Seguin must begin this transition in response to the federal government’s ZEV mandate, requiring all new light-duty vehicle sales to be ZEV by 2035. These purchases should be aligned with the asset management plan to maximize the useful life of the existing vehicle and the return on investment of its replacement (Action 6.2). In order to accommodate the wide-spread use of zero-emission vehicles in municipal operations, it is also imperative that EV charging infrastructure is in place (Action 6.3).

Lead Department	Strategic Initiatives
Potential Partners	Fire Services & By-Law Public Works Community Services
Launch	3 Years
Duration	
GHG Reduction Potential	
Anticipated Cost	

Action 5.3 **Develop driver education materials to promote fuel-efficient driving behaviours.**

Driver training has been shown to demonstrate an average of 10-15% reduction of fuel use and emissions, depending on individual driver habits. Combining effective route optimization through GPS technologies with deliberate driving behaviour can further boost fuel savings.

Lead Department	Fire Services & By-Law
Potential Partners	Strategic Initiatives Public Works Community Services Seguin Public Libraries
Launch	Underway
Duration	
GHG Reduction Potential	
Anticipated Cost	

Action 5.4 Encourage virtual meetings where possible to limit business travel.

Following the Covid-19 pandemic, attending meetings virtually has quickly become a standard business practice across industries. By attending meetings virtually, staff can eliminate the need to use a municipal vehicle to attend a meeting, thereby conserving fuel and emissions.

Lead Department	Chief Administrative Officer			
Potential Partners	All Departments			
Launch	Underway			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low		Medium	High
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$

Fleet & Transport

Objective 6: Develop supporting plans and policies to enable fleet electrification and fuel conservation.

Action 6.1 Develop a Low Carbon Fleet Policy.

A Low Carbon Fleet Policy can guide the use and purchase of municipal vehicles. It can offer direction into what criteria should be explored when purchasing new vehicles, optimizing the fleet by eliminating unused or underused vehicles, applying right-sizing principles, and increasing the use of zero-emission vehicles. It can also outline the use of any shared municipal vehicles or desired driving behaviours.

Lead Department	Strategic Initiatives Fire Services & By-Law
Potential Partners	Public Works Community Services
Launch	3 Years
Duration	<p>Ongoing Short Term Medium Term Long Term</p>
GHG Reduction Potential	<p>Low Medium High</p>
Anticipated Cost	<p>\$ \$\$ \$\$\$ \$\$\$\$ \$\$\$\$\$</p>

Action 6.2 Conduct a fuel-switching study to align scheduled vehicle replacements with zero-emission vehicle purchasing opportunities.

Conducting a fuel-switching study is an important step towards decarbonizing the municipal fleet. In alignment with scheduled vehicle replacements in the Asset Management Plan, this study can forecast the long-term capital requirements needed to purchase ZEV alternatives. The fuel-switching study should consider multiple replacement cycles, acknowledging that some ZEV technologies have not yet advanced to a performance level required by municipal operations, such as those in the heavy-duty vehicle sector. This study will enable to the Township of Seguin to allocate the appropriate capital requirements during each budget cycle, and identify opportunities to offset costs through external funding programs (Action 9.2).

Lead Department	Strategic Initiatives
Potential Partners	Fire Services & By-Law Public Works Community Services
Launch	3 Years
Duration	<p>Ongoing Short Term Medium Term Long Term</p>
GHG Reduction Potential	<p>Low Medium High</p>
Anticipated Cost	<p>\$ \$\$ \$\$\$ \$\$\$\$ \$\$\$\$\$</p>

Action 6.3 Develop a long-term EV charging infrastructure plan.

In order to accommodate the use of zero-emission vehicles in municipal operations, it is imperative that EV charging infrastructure is in place. This plan can forecast the long-term capital requirements needed to purchase and install EV charging infrastructure. This plan should be aligned with the fuel-switching study (Action 6.2) to ensure that progressively increasing EV charging demands are met.

Lead Department	Strategic Initiatives
Potential Partners	Fire Services & By-Law Public Works Community Services
Launch	3 Years
Duration	<p>Ongoing Short Term Medium Term Long Term</p>
GHG Reduction Potential	<p>Low Medium High</p>
Anticipated Cost	<p>\$ \$\$ \$\$\$ \$\$\$\$ \$\$\$\$\$</p>



Solid Waste

Objective 7: Reduce the quantity and types of waste produced by municipal operations.

Action 7.1 Develop a Waste Master Plan to coordinate waste reduction efforts across different waste streams.

While aimed at reducing waste produced by the community, a Waste Master Plan can also apply to municipal operations. Through a modular plan design, the Waste Master Plan could consider waste generated during municipal operations, and effective policies and measures to reduce the quantity and types of waste produced.

Lead Department	Public Works			
Potential Partners	Strategic Initiatives			
Launch	3 Years			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low	Medium		High
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$

Action 7.2 Conduct a waste audit to identify opportunities to improve waste diversion rates at municipal facilities & recreation areas.

In alignment with the Waste Master Plan (Action 7.1) a waste audit can identify the types of waste being disposed at various municipal facilities and recreation areas, as well as the quantity of each waste type being disposed. This information can be used to identify where separated waste receptacles may be required in order to improve diversion rates.

Lead Department	Public Works			
Potential Partners	Community Services			
Launch	3 Years			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low	Medium		High
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$

Action 7.3 Develop and promote education materials for staff on corporate waste reduction strategies.

Education is key to diverting waste. Providing staff with educational resources on how to sort and dispose waste properly can be an effective tool in reducing waste. The messaging from these resources should be embedded throughout the organization’s culture and other training programs, such as employee orientation.

Lead Department	Public Works			
Potential Partners	Strategic Initiatives Administration Treasury Seguin Public Libraries			
Launch	5 Years			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low		Medium	High
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$

Action 7.4 Implement a process to measure and track corporate waste generation and diversion.

Presently, corporate waste generation is calculated using an assumptive model. By designing and implementing a process for measuring corporate waste, the Township of Seguin will have data that enables it to make evidence-based decisions with regards to its corporate waste management practices.

Lead Department	Public Works			
Potential Partners	Strategic Initiatives			
Launch	5 Years			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low	Medium		High
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$

Solid Waste

Objective 8: Integrate waste-to-energy practices into operations.

Action 8.1 Explore the use of micro-scale anaerobic digestors & other technologies as a means for creating on-site bio-fuels.

Through various processes, food and organic waste can be processed into biofuels, a form of renewable energy. If integrated with buildings systems (Action 3.1) these technologies can be an effective and innovative approach at reducing both building and waste emissions. As a form of renewable energy, the use of biofuels can also result in energy cost savings.

Lead Department	Public Works			
Potential Partners	Strategic Initiatives			
Launch	10 Years			
Duration	Ongoing	Short Term	Medium Term	Long Term
GHG Reduction Potential	Low	Medium		High
Anticipated Cost	\$	\$\$	\$\$\$	\$\$\$\$



Municipal Leadership Actions

Objective 9: Establish financing mechanisms to allocate funds to climate action initiatives.

Action 9.1 Establish a climate action reserve fund.

Reserves are an important tool available to municipalities for achieving financial flexibility and sustainability. Often times, energy efficient technologies have a capital premium. Therefore, establishing a climate action reserve fund that can be accessed when capital premiums are larger than anticipated can be an effective approach for ensuring climate action projects can move forward.

Lead Department	Treasury
Potential Partners	Strategic Initiatives Administration
Launch	5 Years
Duration	<p>Ongoing Short Term Medium Term Long Term</p>
GHG Reduction Potential	<p>Low Medium High</p>
Anticipated Cost	<p>\$ \$\$ \$\$\$ \$\$\$\$ \$\$\$\$\$</p>

Action 9.2 Identify and pursue external funding and partnerships to support climate action efforts and offset capital costs.

There are numerous external funding opportunities available through federal and provincial agencies for climate action and energy management initiatives. By acquiring external funding, the Township of Seguin can expand its impact per dollar invested. Similarly, participating in partnerships such as ICECAP (Action 9.3) can create additional funding opportunities to advance climate action efforts.

Lead Department	All Departments
Potential Partners	Treasury Strategic Initiatives
Launch	Underway
Duration	
GHG Reduction Potential	
Anticipated Cost	

Action 9.3

Consider ICECAP membership annually in municipal budgeting.

ICECAP is a partnership between the Municipalities, First Nations, industry, and community groups located in and around the Georgian Bay Biosphere region for the purpose of a collaborative, more cost-effective approach to energy management and the reduction of greenhouse gas emissions. By participating in ICECAP, the Township of Seguin can learn about the efforts neighbouring municipalities and First Nations are undertaking, and by sharing resources and knowledge, can implement its own initiatives more efficiently. Additionally, collaboration can take place amongst partners, leading to cohesion and coordination of the actions taking place across the region.

Lead Department	Strategic Initiatives
Potential Partners	Treasury
Launch	Underway
Duration	
GHG Reduction Potential	
Anticipated Cost	

Municipal Leadership

Objective 10: Develop internal knowledge and capacity to advance climate action.

Action 10.1 Hire a Climate & Energy Manager to lead the implementation of climate action and support departments in their efforts.

Hiring a Climate & Energy Manager is an effective way to manage energy consumption and emissions within the organization. This individual can serve as a subject matter expert, providing leadership and project management support to staff as they undertake climate action efforts in their respective departments. This individual can action the Township's climate action plans, guiding it towards its emission reduction targets.

Lead Department	Strategic Initiatives
Potential Partners	Treasury
Launch	< 1 Year
Duration	<p>Ongoing Short Term Medium Term Long Term</p>
GHG Reduction Potential	<p>Low Medium High</p>
Anticipated Cost	<p>\$ \$\$ \$\$\$ \$\$\$\$ \$\$\$\$\$</p>

Action 10.2

Create an Energy Management Committee.

Through interdepartmental discussions, action can be coordinated to ensure that staff efforts are aligned and the supporting mechanisms they require to carry out this work are in place. This can be achieved by creating an Energy Management Committee or by including it as a recurring discussion item for the Township's Senior Management Team.

Lead Department	Strategic Initiatives
Potential Partners	All Departments
Launch	< 1 Year
Duration	<p>Ongoing Short Term Medium Term Long Term</p>
GHG Reduction Potential	<p>Low Medium High</p>
Anticipated Cost	<p>\$ \$\$ \$\$\$ \$\$\$\$ \$\$\$\$\$</p>

Action 10.3 **Develop education and training materials for staff to build climate and energy knowledge and capacity.**

Effective corporate climate action requires the buy-in, support, and participation from all staff members. For this to occur, climate action must also be embedded into the organization’s culture. To support this organizational shift, education and training materials are required to build climate change and energy knowledge and capacity of each staff member.

Lead Department	Strategic Initiatives
Potential Partners	Treasury Seguin Public Libraries
Launch	3 Years
Duration	<p>Ongoing Short Term Medium Term Long Term</p>
GHG Reduction Potential	<p>Low Medium High</p>
Anticipated Cost	<p>\$ \$\$ \$\$\$ \$\$\$\$ \$\$\$\$\$</p>

Municipal Leadership

Objective 11: Integrate climate action principles into municipal decision making.

Action 11.1 Integrate a sustainability criterion into procurement processes.

Although not considered in the Corporate Climate Action Plan, the Township of Seguin recognizes that its suppliers and contractors produce GHG emissions as they provide services. Known as Scope 3 emissions, the Township of Seguin can influence the reduction of these emissions by rewarding suppliers and contractors by exercising and demonstrating practices that align with this plan and other environmental objectives established by the Township of Seguin.

Lead Department	Treasury
Potential Partners	Strategic Initiatives
Launch	5 years
Duration	
GHG Reduction Potential	
Anticipated Cost	

Action 11.2 Incorporate a climate lens into operations and decision-making processes.

A climate lens is designed to provide a preliminary, qualitative or quantitative understanding of whether a municipal decision will affect climate change through the production of GHG emissions, or be affected by climate change through increased exposure to climate impacts (i.e. temperature, precipitation, etc.). By evaluating climate considerations, municipalities can incent internal behavioural change by identifying the harm, risk, or benefits of projects and decisions.

Lead Department	Strategic Initiatives
Potential Partners	Administration
Launch	5 years
Duration	<p>Ongoing Short Term Medium Term Long Term</p>
GHG Reduction Potential	<p>Low Medium High</p>
Anticipated Cost	<p>\$ \$\$ \$\$\$ \$\$\$\$ \$\$\$\$\$</p>

Thank You, Miigwech



This plan has been developed in partnership with the Georgian Bay Mnídoo Gamii Biosphere (GBB), with input from ICECAP members & partners.

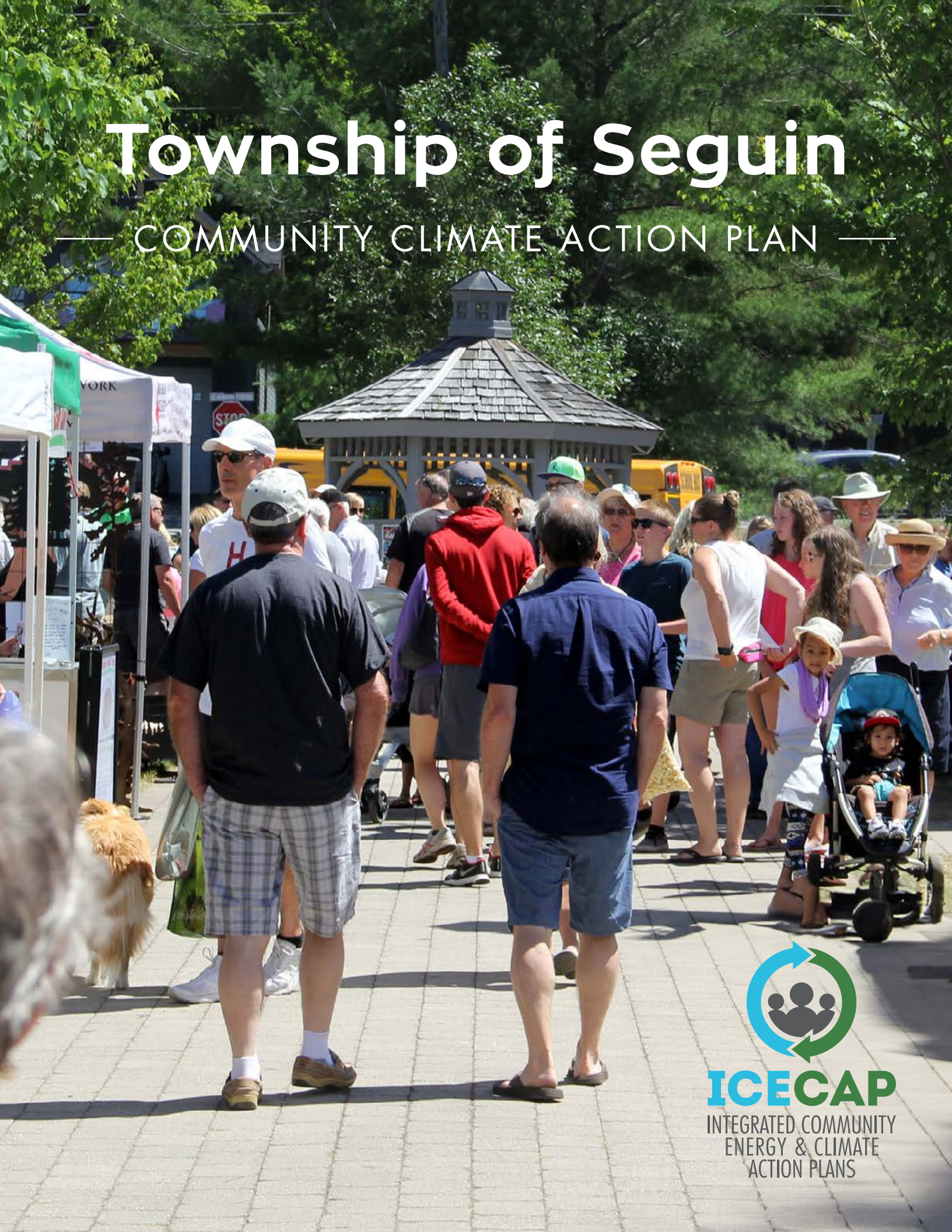
The GBB is an inclusive and dynamic organization that builds capacity for regional sustainability in eastern Georgian Bay.

The GBB is a non-profit registered Canadian charity governed by a Board of Directors.

For more information, please visit: gbr.ca

Township of Seguin

— COMMUNITY CLIMATE ACTION PLAN —



ICECAP
INTEGRATED COMMUNITY
ENERGY & CLIMATE
ACTION PLANS

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1st Edition

Approved by Council:

DATE NEEDED



United Nations
Educational, Scientific and
Cultural Organization



GEORGIAN BAY
BIOSPHERE
MNIDOO GAMII

Land Acknowledgment

Seguin Township acknowledges that we are on the traditional territory of the Anishinaabe peoples in the Williams and Huron Robinson treaty areas. We recognize and respect the long history of First Nations and Metis peoples on this land. We also recognize and honour that this region continues to be home to many thriving First Nations communities – the Wahta Mohawks, the First Nations of Moose Deer, Shawanaga, Wasauksing, Magnetawan, Henvey Inlet, Nipissing, the Dokis and others that have lived on Turtle Island for time immemorial.

In acknowledging ourselves as new-comers, Seguin Township also recognizes our role in building relationships and deepening our understanding of the lasting, devastating impact that colonization has had on Indigenous people and this land. Seguin Township recognizes that we have much to learn about how to build a better future that includes the responsible stewardship of our planet to ensure that the decisions we make today will take into consideration the future of our children and that of their children's children.

It is important that Seguin Township is dedicated to the commitments identified in this climate action plan. This document is one example of action we can take to move forward in the spirit of partnership and collaboration, as new-comers and stewards of this land.

Miigwech,
Thank you.



Thomas Moroney
photography

Note to Reader

This Community Climate Action Plan (CCAP) is a document that will guide greenhouse gas (GHG) emission reductions in the Township of Seguin's community. It is a plan that is to be used by municipal staff and contains dozens of specific and achievable actions. Through the actions outlined in this plan, the Township of Seguin will strive to reduce its community GHG emissions by 6% below 2016 levels by 2030. As technology advancements allow, the Township of Seguin will also strive to achieve net-zero community GHG emissions by 2050. By implementing this plan, the Township of Seguin will also contribute to the regional climate action objectives of the ICECAP partnership.

As a member of the Integrated Community Energy and Climate Action Plan (ICECAP) partnership, the Township of Seguin has adopted the following goals for this plan:

1. Reduce greenhouse gas emissions
2. Improve energy efficiency
3. Reduce the use of fossil fuels
4. Adapt to a changing climate by building greater resilience

In addition to working towards these goals, the publication of this plan achieves community milestone 2 and 3 of the Partners for Climate Protection Program, administered by the Federation of Canadian Municipalities. Implementing this plan works towards Milestone 4 and the evaluation framework that has been developed in this plan will contribute to Milestone 5.

This CCAP is a long-term initiative that will require engagement and support throughout the Township of Seguin's organizational departments and its community. To be successful, individuals and business must be engaged and support the plan's objectives with their own actions. Ongoing support from Council will be essential to ensure that the implementation of this plan maintains momentum. Some actions contained in this plan will require capital investments. These funding requirements will be integrated into the annual municipal budget cycle. Staff will also work to capitalize on external funding opportunities as they become available, and continue to seek strategic partnerships that support the efficient use of resources in the implementation of this plan.

The knowledge contained within this plan will enable the Township of Seguin to make informed decisions to prioritize actions that limit GHG emissions that are contributing to climate change. These efforts will chart a course to a healthier, greener, and more livable future now and for generations to come.



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Glossary of Terms

Adaptation	Actions that reduce the observed or expected negative impacts of climate change.
Business as Usual	The continued use of standard practices without any changes.
Clean Energy	Energy produced from sources like solar, hydro, nuclear, etc.
Community Emissions	Greenhouse gas emissions produced by residents & businesses within a jurisdiction.
Corporate Emissions	Greenhouse gas emissions produced by a local government's (Municipalities or First Nations) operations.
Energy Conservation	Reducing wasteful energy use by using fewer energy services.
Energy Efficiency	The ability to complete a task using less energy than before.
Energy Poverty	Defined by a household which spends 6% or more of their after-tax household income on home energy.
Greenhouse Gas	Gases that absorb and trap heat in the Earth's atmosphere, causing global warming.
ICECAP Members	First Nations and Municipalities who have joined the ICECAP partnership by signing a Memorandum of Understanding.
ICECAP Partners	Those who participate in ICECAP without having signed the partnership's Memorandum of Understanding. They include public, private, and community organizations, and members of the public.
Mitigation	Actions to limit climate change and its effects by reducing or stopping the emission of excess greenhouse gases.
Net Zero	A state in which the greenhouse gases going into the atmosphere are balanced by removal of them out of the atmosphere.
Retrofit	Adding or replacing technologies or features to a building to improve its energy performance.
Zero Emission Vehicle	A vehicle that produces no tailpipe emissions.

Glossary of Abbreviations

EV Electric Vehicle.

FCM Federation of Canadian Municipalities.

GBB Georgian Bay Biosphere.

GHG Greenhouse gas.

ICE Internal Combustion Engine

ICECAP Integrated Community Energy & Climate Action Plans.

ICEP Indigenous Community Energy Plan.

ICLEI International Council for Local Environmental Initiatives.

IPCC Intergovernmental Panel on Climate Change.

PCP Partners for Climate Protection.

PHEV Plug-in Hybrid Electric Vehicle.

tCO₂e Tonnes of carbon dioxide equivalents. This is a standard unit of measurement for GHG emissions that considers multiple different GHGs at once (i.e. carbon dioxide, methane).

ZEV Zero-emission vehicle.





Introduction

Introduction

Community Profile

The Township of Seguin (Township) contains thousands of kilometres of shoreline between its inland lakes, rivers, and access to Georgian Bay. As part of the Georgian Bay Biosphere region, and in the heart of Ontario's cottage country, its natural beauty makes it a prominent tourist destination. The Township thus experiences a massive increase in population during the warmer months to include several thousand seasonal residents.

Georgian Bay Biosphere Region

Designated by UNESCO in 2004, the Georgian Bay Mnidoo Gamii Biosphere (GBB) is situated within the Robinson-Huron Treaty of 1850 and Williams Treaty of 1923, and located on Anishinabek territory. Mnidoo Gamii is an Anishinaabek name for 'Spirit of the Great Lake' or Georgian Bay.

Renowned for its natural beauty, the GBB is one of over 700 UNESCO biosphere reserves throughout the world, and one of 19 currently in Canada. Stretching from the Severn River to the French River along the eastern shoreline of Georgian Bay, the GBB region covers 347,000 hectares of shoreline ecosystem and contains over 50 species of animals and plants that are at risk in Canada and Ontario. Climate change is one of many pressures on these species' populations.

As an organization, the GBB seeks to build capacity for regional sustainability in eastern Georgian Bay by inspiring highly collaborative partnerships for learning and action. As such, GBB facilitates numerous partnerships in the region to nurture a balance between humans and nature, including the ICECAP partnership.

ICECAP

Across the GBB region, communities are taking climate action. Originating out of a shared desire to address climate change together, communities have joined to create the Integrated Communities Energy and Climate Action Plans (ICECAP) partnership. ICECAP is a partnership between the First Nations and municipalities in the GBB region for the purpose of a collaborative, more cost-effective approach to energy management and the reduction of greenhouse gas emissions for the operations of each member, their communities, and for the broader region. Figure 1 contains a list of official ICECAP members as of 2023.

Figure 1: ICECAP Membership Map

Member	Joined
Township of The Archipelago	2019
Township of Carling	2019
Township of Georgian Bay	2019
Town of Parry Sound	2019
Township of Seguin	2019
Municipality of McDougall	2021
Municipality of Whitestone	2021
Shawanaga First Nation	2022
Moose Deer Point First Nation	2022

The 4 main objectives of ICECAP are to:

- Encourage the reduction of GHG emissions
- Improve energy efficiency
- Reduce the use of, and reliance on, fossil fuels
- Adapt to a changing climate by building greater resilience

Members of ICECAP are participating in one of two programs designed to help First Nations or Municipalities reduce their GHG emissions by improving energy efficiency, energy conservation, and fuel-switching. These programs are the Indigenous Community Energy Plans Program for First Nations, and the Federation of Canadian Municipalities Partners for Climate Protection Program for Municipalities.

As seen in Figure 2, these two programs mirror each other closely. ICECAP brings these two processes together and creates synergies between them, bolstering communities' efforts to reduce emissions across the GBB region.

All First Nations and municipalities in the GBB region have been invited to participate in the ICECAP partnership, and new members are always welcomed. By sharing knowledge, experience, and resources where applicable, ICECAP has the transformative potential to be a catalyst for further advancing sustainable development in the region.

Figure 2: ICECAP Program Model



What is the Federation of Canadian Municipalities?

The Federation of Canadian Municipalities (FCM) is the national voice for municipal governments in Canada. With nearly 2000 municipal members across the country, FCM advocates for municipalities to ensure their citizen's needs are reflected in federal policies and programs. Through this advocacy the FCM is able to provide funding and programming to help municipalities tackle local challenges, such as climate change, asset management, and more.

What is the Partners for Climate Protection Program?

The Partners for Climate Protection (PCP) program is designed to guide municipalities through the process of reducing greenhouse gas emissions through climate change and energy planning. In partnership with the International Council for Local Environmental Initiatives (ICLEI), the PCP program is administered by the FCM. Since the program's establishment in 1997, over 500 municipalities across Canada have joined. The PCP program consists of a five-milestone framework that guides municipalities in their efforts to reduce greenhouse gas emissions. The milestones can be found in Figure 3.

Figure 3: Five-Milestone Framework of the Partners for Climate Protection Program



The Partners for Climate Protection program looks at these milestones from both a corporate and community perspective. Corporate refers to the GHG emissions produced as a result of a local government's operations and services. Its purpose is to identify the GHG emissions within a local government's direct control or influence, and for which the local government is accountable as a corporate entity. Community refers to the greenhouse gas emissions generated by the residents and businesses of the community in which the local government serves and represents. This Community Climate Action Plan (CCAP) will focus on reducing community GHG emissions in the Township.



Developing the Plan

A series of engagement initiatives were undertaken to ensure strong community representation in the development of this plan. Community engagement undertaken to inform this plan was supported and directed by the ICECAP partnership. The engagement process involved working directly with community volunteers and youth in thematic climate action groups, and collecting community feedback through anonymous surveys.

Climate Action Groups

Consisting of local citizens and technical experts, a diverse range of individuals throughout the region volunteered to join one of three thematic Climate Action Groups (CAGs) to support in the development of this Plan. The thematic CAGs were responsible from exploring, researching, and recommending key actions in the buildings, transportation, and waste sectors that could be taken to reduce regional GHG emissions. In total over 30 volunteers participated in the CAGs and proposed over 240 actions for consideration, refining them to the 64 actions presented in this plan.

Moving forward, the CAGs will continue their participation by leading the implementation of actions throughout the region. As inspiration and a source of knowledge for others, the CAGs will be critical to the success of the CCAP. The CAGs are always welcoming of new volunteers, and those interested in volunteering are encouraged to contact the Georgian Bay Biosphere for more information.



Buildings



Transportation



Waste

Youth Engagement

An additional CAG was created to specifically collect feedback from youth. This group provided additional input into the proposed actions developed by the CAGs. The group has since continued their participation and is now undertaking youth-led community initiatives throughout the region. Now called the Georgian Bay Youth Climate Collective, the group welcomes all youth who may be interested in climate action to join them.

Key Community Survey Results:

- Lack of energy efficiency information available.
- Lack of active transportation infrastructure.
- Lack of information about electric vehicles available.
- Concerns about affordability of climate action.
- Lack of electric vehicle infrastructure.
- Desire for retrofit subsidies.
- Desire for leadership from local governments.
- Strong desire to achieve net-zero by 2050.

Community Survey

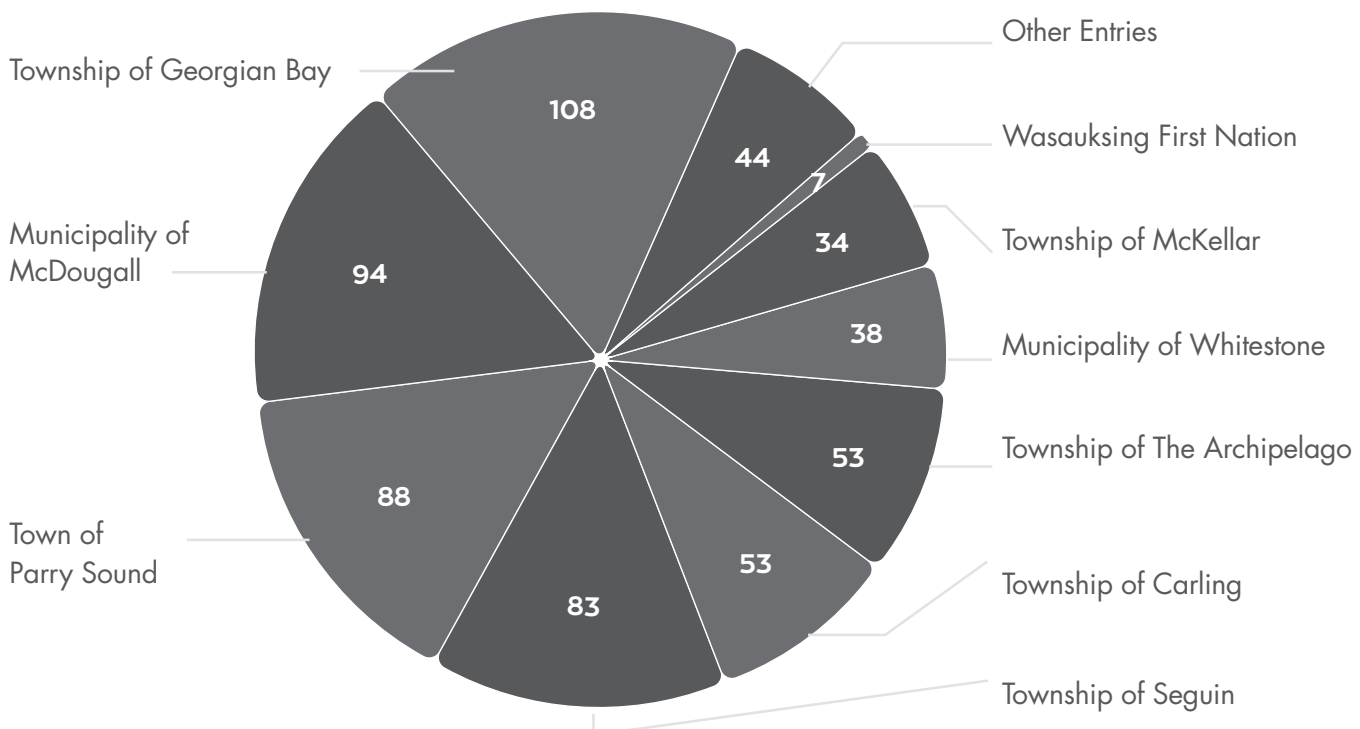
With the support of the CAGs, a community climate action survey was launched to collect community feedback across the region. The survey consisted of 40 questions and collected anonymous information on the CAGs proposed transportation, buildings, and waste actions, desired emission reduction targets for 2030 and 2050, and expectations on local government engagement and leadership in implementing community climate action. As seen in Figure 4, the survey was completed by over 600 individuals, with responses coming from each ICECAP members' respective community.

Although the survey received a large volume of responses, the GBB recognizes that the thoughts, opinions, and values expressed by survey respondents are not reflective of everyone throughout the region. As an inclusive and dynamic organization, the GBB is committed to continuous learning and will update this Plan regularly to ensure that it incorporates future community survey data.

Survey results were further analyzed along with feedback from the CAGs to evaluate and prioritize actions for this Plans. Actions were evaluated based on the following criteria:

- GHG emissions reduction potential
- Benefits and trade-offs
- Feasibility
- Public acceptability
- Funding availability
- Partnership opportunities

Figure 4: Climate Action Survey Participation by Geography



The Climate Change Challenge

Climate change is the result of excess greenhouse gas (GHG) emissions being emitted into the atmosphere as a result of human activity. The burning of fossil fuels such as oil, gas, and coal to power industry, vehicles and buildings are the primary contributors to this issue. These human activities are causing unprecedented rates of warming. As of 2021, the previous six years have included all of the warmest years on record. **The Intergovernmental Panel on Climate Change (IPCC) has underscored that global temperatures must stay below 1.5°C by drastically reducing GHG emissions and balancing remaining emissions through carbon sinks to achieve net-zero emissions by 2050.**

Addressing climate change is especially important for Canada and its residents, which because of its northern latitude, is experiencing a rate of warming approximately twice the global average. The GBB region, along with the rest of the world must act now to avoid the worst impacts of climate change. By actively managing, monitoring, and taking measures to limit the production of GHG emissions, the impacts of climate change will reduce in severity.

Climate Change in the Georgian Bay Biosphere Region

The GBB Region is already experiencing the effects of climate change. Both air and water temperatures are warming, which correspond to increased incidences of heatwaves, reduced ice cover and thickness, and a shorter winter season. Climate change is also increasing the frequency and chances of catastrophic flooding, extreme weather, and wildfires.

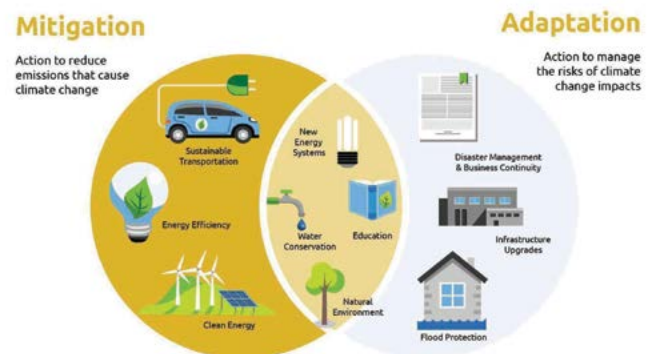
The increased frequency and intensity of these climate impacts will impose added stress on the built environment, shortening the effective life of community infrastructure and causing additional infrastructure failures. Moreover, these

climate impacts will further compromise the integrity of important ecological services provided by biodiversity and natural infrastructure, such as shoreline stabilization and water filtration. In summary, these impacts change how we interact with the landscape, affect mental and physical health, and the local economy.

Mitigation & Adaptation

Climate change can be addressed through mitigation and adaptation. Mitigating climate change means taking actions that reduce GHG emissions being released into the atmosphere. Climate change adaptation refers to actions that help cope with the impacts of climate change when they happen. Sometimes, mitigation measures are a form of climate adaptation. Similarly, climate adaptation measures can be a form of climate mitigation (Figure 5). Both types of action are essential to addressing climate change.

Figure 5: Climate Change Mitigation & Adaptation Strategies



Local governments have a unique interest and opportunity in planning for a changing climate. As front-line responders to severe weather events and other climate change impacts, local governments often experience and witness the financial, environmental, and social repercussions of climate change within their communities.

Therefore, they have the ability to be leaders in addressing climate change, as their knowledge of community needs and considerations can guide the successful implementation of initiatives designed to tackle climate change. In turn, these efforts can have profound financial, environmental, and social benefits in their communities.

Why Does This Matter to Communities?

In Canada, local governments can influence or control nearly half of the nation’s GHG emissions. As seen in Figure 6, there are many ways in which local governments can influence and control GHG emissions.

Efforts to conserve energy or switch energy sources can have numerous financial and social benefits to communities. Households in rural areas of Ontario, for example, have higher energy costs due to less access to natural gas and the high cost of distributing electricity and other fuels to rural regions. In fact, approximately 55% of households in the GBB region live in energy poverty, placing significant financial pressures on many residents. By conserving energy, communities can therefore save on energy costs, retaining money within the community that can spur local economic activity and growth.

Investing into actions that reduce energy consumption and switch fuel sources also supports new forms of local employment and innovation. These investments create opportunities for new and emerging sectors, such as those focused on renewable energy, energy efficiency, green buildings, water and waste management, food production, transportation, land use planning, design, and technology.

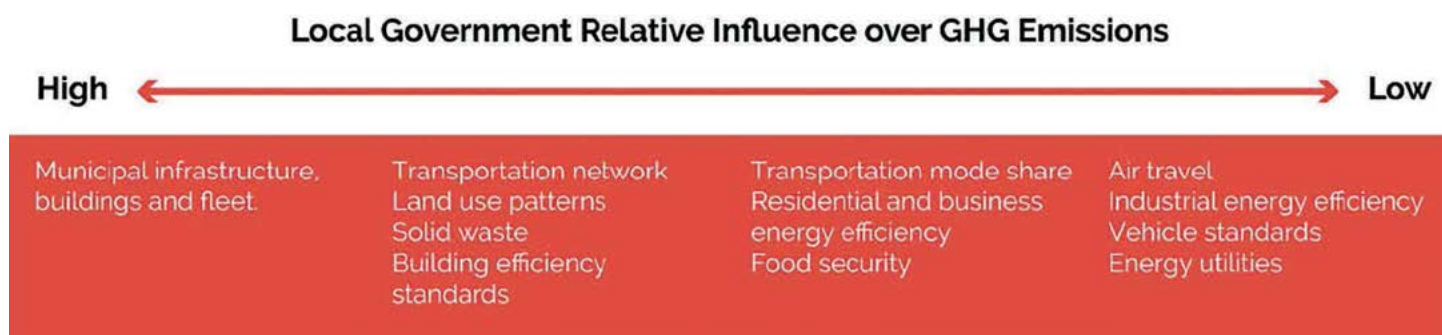
Actions to reduce GHG emissions can also have social and environmental benefits as well. For example, utilizing natural infrastructure aids in carbon sequestration and provides other ecosystem services, such as pollination and pest management, water purification, preservation of cultural and natural history, and improved mental, physical, and spiritual health for residents. Strengthening these ecosystem services can also increase the adaptive capacity of communities, offering residents and businesses protection against climate change impacts when they happen.

DID YOU KNOW?

Climate change is causing more frequent and severe weather events which damages local community infrastructure. Investments in resilient infrastructure can have a return on investment of \$6 in future averted losses for every \$1 spent.

Insurance Bureau of Canada, 2020

Figure 6: Local Government Influence Over GHG Emissions



Community GHG Emissions

To effectively manage GHG emissions, a baseline assessment of GHG emissions must first be measured. Establishing a baseline is a useful tool to identify areas for improvement, inform the development of an action plan for reducing GHG emissions, and serve as a reference point to track improvements. A baseline year of 2016 was selected as it was the year in which the most recent census data was available from Statistics Canada¹ during the baseline’s development.

The Township of Seguin’s community GHG inventory identifies and quantifies the sources of GHG emissions from community activities. The quantity of GHG emissions produced by each community sector in the baseline year can be found in Table 1.

Table 1:
Township of Seguin Community GHG Emissions Baseline

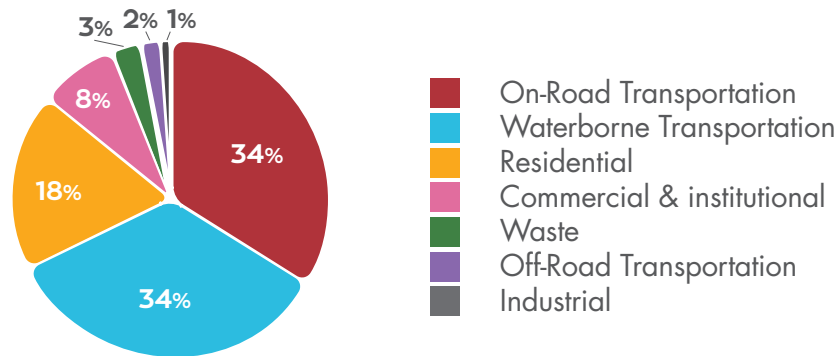
GHG Emissions Sector	tCO ₂ e
Residential	10,586
Commercial & Institutional	2023
Industrial	185
On-Road Transportation	15,355
Off-Road Transportation	1354
Waterborne Transportation	20,880
Waste	2293
TOTAL	52,676

The transportation sector is the largest contributor to GHG emissions in the Township of Seguin, accounting for over 71% of GHG emissions collectively. This is followed by the residential and waste sector, which produce approximately 20% and 4.3% of the community’s GHG emissions respectively. Figure 7 provides a breakdown of each emission sector expressed as a percentage.

Where possible, emissions were calculated using actual energy data provided by local utilities and partners. In the case that actual energy data could not be acquired, energy consumption models were developed using available and reputable government and industry data.

To model waterborne transportation emissions, regional data was collected on recreational watercraft ownership, average engine size, fuel type, average annual operating hours, and average fuel consumption. The model does not capture well the transient watercraft travelling through the Township, nor commercial barges/fleet. It should be noted that innovation in representing the impact of this sector was required as no standard yet exists, and that as models are refined, fuel sales within the Township are disclosed, and other data becomes available, the model will become stronger and more robust.

Seguin Township 2016 Community Emissions by Sector



¹ Statistics Canada’s 2021 census has indicated that population is increasing at a much faster rate. This means that community GHG emissions are expected to increase at a faster rate than anticipated.

Business as Usual Forecast

A business as usual (BAU) forecast is used to estimate future GHG emission levels if no actions are taken to reduce them. Using population and residential property growth data, it is estimated that GHG emissions in the Township will continue to grow by 2030 if no actions are taken to reduce them. This is because as population increases, so too does the amount of energy consumed by a community. As a result, interventions and solutions are needed to decouple emissions growth from population and development growth.

GHG Emissions Reductions Target

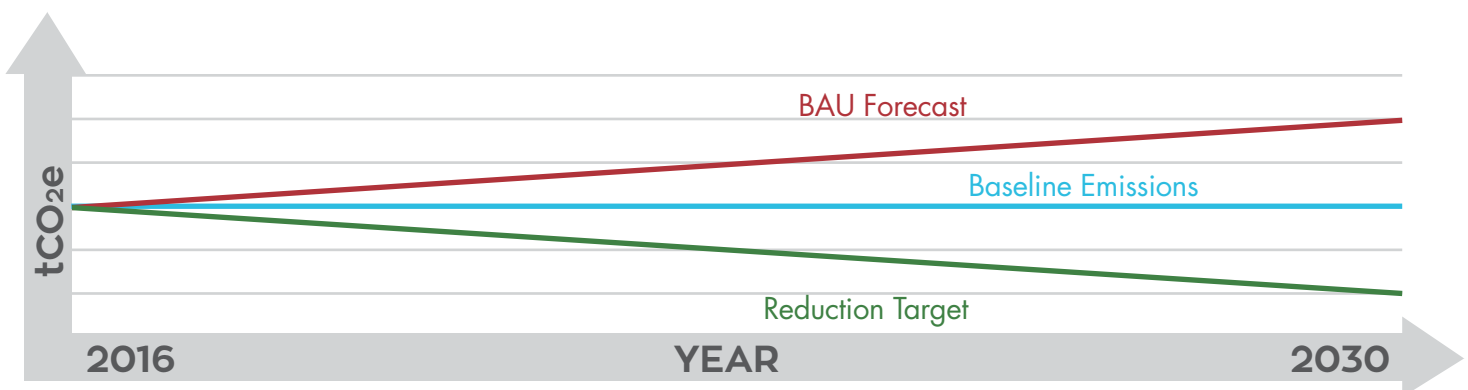
The Township will strive to reduce community GHG emissions by 6% below 2016 levels by 2030. A conceptual image of this target can be found in Figure 8. The Township will also strive to reach net-zero emissions by 2050, in line with other municipalities and levels of government across Canada. The CCAP will be revised after 2030 to provide a more distinct pathway for achieving this target. Unanticipated factors may inevitably affect the Township's ability to achieve this target. As these factors expose this CCAP to a level of uncertainty, it should be considered a living document and the actions should be regularly reviewed and revised based on current technologies, market conditions, and/or changes to policy in senior levels of government.

DID YOU KNOW?

Roughly 91% of Ontario's electricity was produced from emission-free sources in 2021. This makes electricity a clean and effective means for reducing GHG emissions through fuel-switching initiatives, where feasible.

Independent Electricity System Operator, 2021

Figure 8: GBB Region BAU Forecast and Emissions Reduction Target



Approaches for Reducing GHGs

There are three main approaches that can be taken to reduce the region's GHG emissions. These approaches include, but are not limited to:

1. Energy Conservation and Energy Efficiency
2. Fuel Switching
3. Local Renewable Energy Generation

Energy Conservation and Energy Efficiency

Energy efficiency and energy conservation are related and complementary strategies, and both result in reduced energy consumption. In many cases, energy efficiency and energy conservation are the easiest and most cost-effective ways to reduce GHG emissions.

Energy efficiency is achieved when less energy is used to complete a task or result. This can be done through active and conscious efforts to manage energy consumption when completing tasks, or passively by upgrading or retrofitting equipment and assets to energy efficient models.

Energy conservation can be achieved when the use of energy can be avoided altogether. These efforts can be completed at no cost, but require conscious and active commitments to approaching daily activities alternative ways. A common example of energy conservation is putting on a sweater when it is cold outside, rather than turning on the building's heating system.

Fuel Switching

Fuel switching means transitioning from fossil fuels to low or zero carbon energy sources. In most cases, this means using electricity to heat, cool, or move things.

Electricity is the most versatile form of energy available, as it can be used to power a variety of different mechanisms and equipment, from heating buildings to powering vehicles. Currently in Ontario, electricity is considered a very low carbon energy source because it is primarily produced using emission free sources, such as nuclear, hydro, wind, and solar. As a result, most fuel switching efforts focus on electrification given the GHG emission reduction benefits that can be achieved.

Fuel switching can often lead to cost-savings over the lifetime of equipment as well. This is because the use of fossil fuels is inefficient, as much of the energy produced when they are consumed escapes as heat. Electricity, on the other hand, is much more efficient, meaning that equipment and processes can operate to their desired performance level using less energy. Since energy is directly related to fuel expenditures, using less energy can thus lead to cost-savings. In most cases, the cumulative cost-savings will exceed any additional costs associated with purchasing these technologies, making a strong business case for electrification where it is feasible to do so.

Compared to fossil fuels, the market for electricity is more stable and can improve resilience. The globalized supply chain of fossil fuels means that political unrest, catastrophes, and macroeconomic market conditions can cause volatile prices of these commodities. As a price-taker in this market, this means the region's fuel expenditures are influenced by these global realities. On the other hand, electricity has greater price stability since it is both generated and heavily regulated in Ontario. This improved price stability can offer the region greater confidence in budgeting energy expenditures annually.

Local Renewable Energy Generation

To address emissions at their source, processes that generate energy without emitting any GHG emissions at all, such as solar power systems, wind turbines, geo-exchange, and biofuels are needed. These are often referred to renewable energy sources, which are created by natural processes that replenish at a rate equal to or faster than the rate at which they are consumed. Producing renewable energy locally has many benefits, and has been shown to:

- Provide affordable, reliable, clean energy
- Improve systems that transport, store, and use energy
- Increase local job opportunities
- Keep more energy dollars within the community
- Make energy systems more resilient to external supply and fuel prices.

Through community energy planning, non-fossil fuel consuming micro-grids and district energy systems, energy efficient and low-GHG communities can be achieved. This often looks for new opportunities to store clean energy, so that it can be used on demand. While community energy planning is out of scope of this CCAP, the region can still experience the benefit by integrating its operations with these systems.

Achieving Synergies Between Emission Reduction Approaches

These three approaches to reducing GHG emissions work best when used together, and can be applied individually or collectively across emissions sectors. Energy conservation and efficiency supports fuel switching, as using less energy supports its affordability. It also opens additional capacity on the electrical grid to support the electrification transition. Using locally generated electricity can then further reduce GHG emissions, while also achieving the co-benefits that comes with it.

With the help of the CAGs and ICECAP members and partners, GBB has identified a series of actions that can be taken in each emissions sector to guide emissions reductions. These actions focus on applying the three approaches to reducing emissions through education, policy, and technology upgrades and replacements.

As changes to policy and legislation, technology, climate, and other changes occur, the actions outlined in this CCAP will evolve. With these actions, the Township hopes to inspire, encourage, and mobilize individuals, communities, and businesses to join in taking climate action and support the CCAP's regional vision.



Taking Climate Action

Buildings

Buildings are a large contributor of GHG emissions in the Township, accounting for approximately 24% of GHG emissions. Of the emission sectors outlined in Figure 9, residential buildings contribute the most. These emissions come from the propane, fuel oil, natural gas, wood, and electricity used to heat, cool, and power homes.

Figure 9: Buildings Emission Sectors



Buildings Emissions come from:

- Residential Buildings
- Commercial & Institutional Buildings
- Industrial Buildings

To reduce emissions from buildings, residents and businesses will have to retrofit buildings to increase energy efficiency and conservation, promote low-carbon building practices for new builds, and increase the supply of clean and renewable energy. To support this, local plans and policies must reflect these aims. Educational resources and programs that build knowledge of energy efficiency retrofits, energy conservation behaviours, and alternative energy-savings technologies will be a key element in supporting this transition.

In many cases, energy efficiency and energy conservation are the easiest and most cost-effective ways to reduce GHG emissions. To support and enable residents to implement various retrofits, new and innovative financing mechanisms and programs are emerging. These opportunities can be explored locally in the GBB region to help residents and businesses with retrofit costs.

Energy used for space-heating accounts for roughly 64% of the energy used in the average home (Natural Resources Canada, 2019). With energy sources such as natural gas, propane, fuel oil, and wood being used for space-heating in the region, this makes fuel-switching to low-carbon energy sources like electricity an effective method for reducing GHG emissions. Operating at efficiencies greater than 100%, the increased use of electric heat pumps will be a key factor in these fuel-switching efforts. Local policies, incentives, and education materials are needed to further support and enable greater uptake of these technologies.

DID YOU KNOW?

Home energy costs in Ontario can be as much as 60% higher in rural communities compared to urban communities.

Financial Accountability
Office of Ontario, 2021

To address emissions at their source, processes that generate energy without emitting any GHG emissions, such as solar power systems, geo-exchange, and biofuels are needed. Combined with innovative energy storage technologies and solutions, these renewable energy sources can be leveraged to create micro-grids and district energy systems that can supply communities and neighbourhoods with on-demand clean energy. While these systems have substantial potential for emissions reductions, they are also complex. Implementing these types of initiatives will require careful planning and partnerships with utility agencies.

By integrating these approaches, residents and business can advance towards net-zero emissions in their buildings. While the pathway to net-zero is not linear, the approaches to reducing GHGs outlined in the CCAP are key steps in this process.

An overview of action reduce buildings emissions can be found in the following checklist. Further details about these actions can be found in Appendix A.



Buildings

Action Checklist

Objective 1 Increase public education and awareness on building emissions and energy use.

- 1.1 Create and provide education materials on buildings energy use and GHG emissions.
- 1.2 Invest in educational programs that engage and teach skills to youth for trades in clean energy sectors.
- 1.3 Promote energy conservation and efficiency retrofits in residential, commercial, and institutional buildings.
- 1.4 Promote and encourage residents and businesses to undertake an energy audit of their building(s).
- 1.5 Showcase energy efficiency projects and achievements by businesses and public facilities.
- 1.6 Promote the use of low-impact construction materials and energy efficient appliances.
- 1.7 Promote passive housing and neighbourhood-scale energy systems.

Objective 2 Integrate and increase the use of low-carbon building policies and planning practices.

- 2.1 Review zoning practices and explore opportunities for increased use of mixed residential building types.
- 2.2 With regional partners, advocate for programs that publicly disclose the GHG emissions of buildings.
- 2.3 Explore the development of programs that support energy efficiency retrofits and implement where feasible.
- 2.4 Develop policies that support green building practices.
- 2.5 Explore the development of policies that allow for district energy infrastructure and implement where feasible.
- 2.6 Develop policies that encourage walkable neighbourhood developments.
- 2.7 Develop policies that encourage mixed-use and in-fill housing developments.
- 2.8 With regional partners, advocate for retrofit financing programs that are connected to property assessments.

Objective 3 Increase energy efficiency retrofits in homes and businesses.

- 3.1 Encourage businesses and industry to measure and monitor their energy consumption and GHG emissions.
- 3.2 Support and partner with utilities in delivering energy retrofit programs.
- 3.3 Explore the development of a local retrofit program and implement where feasible.

Objective 4 Increase and promote the use of net-zero building practices for new buildings.

- 4.1 With regional partners, advocate for municipal-specific Green Development Standards.
- 4.2 Support and encourage new community facilities to be designed to net-zero standards.

Objective 5 Increase clean energy generation and energy management practices.

- 5.1 Promote and encourage solar, wind, micro-hydro, and other clean energy installations.
- 5.2 Promote decentralized community energy generation at the neighbourhood scale.
- 5.3 Promote the benefits of integrated automotive and housing energy systems.
- 5.4 Encourage community energy installations to use net metering and feed into the grid where feasible.
- 5.5 Explore opportunities for energy and battery storage and implement where feasible.

Transportation

Transportation is the largest contributor of GHG emissions in the Township, accounting for approximately 71% of GHG emissions. Of the transportation emission sectors outlined in Figure 10, waterborne transportation contributes the most, followed by on-road transportation which includes emissions from the gasoline and diesel used to fuel cars and trucks. Transportation represents a large portion of the region's total emissions because residents and business live, work and play in a large geographic area which requires lengthy trips to local amenities.

Figure 10: Transportation Emission Sectors



Transportation Emissions come from:

- On road transportation
- Off road transportation
- Waterborne transportation

To reduce transportation emissions, residents and businesses will have to re-think how they get around. To support this, residents and businesses will need educational products and programs that build knowledge of alternative transportation options and can help them make informed purchasing decisions. This will also require the development of policy and supporting infrastructure which enables residents and businesses to use these transportation options within and between communities.

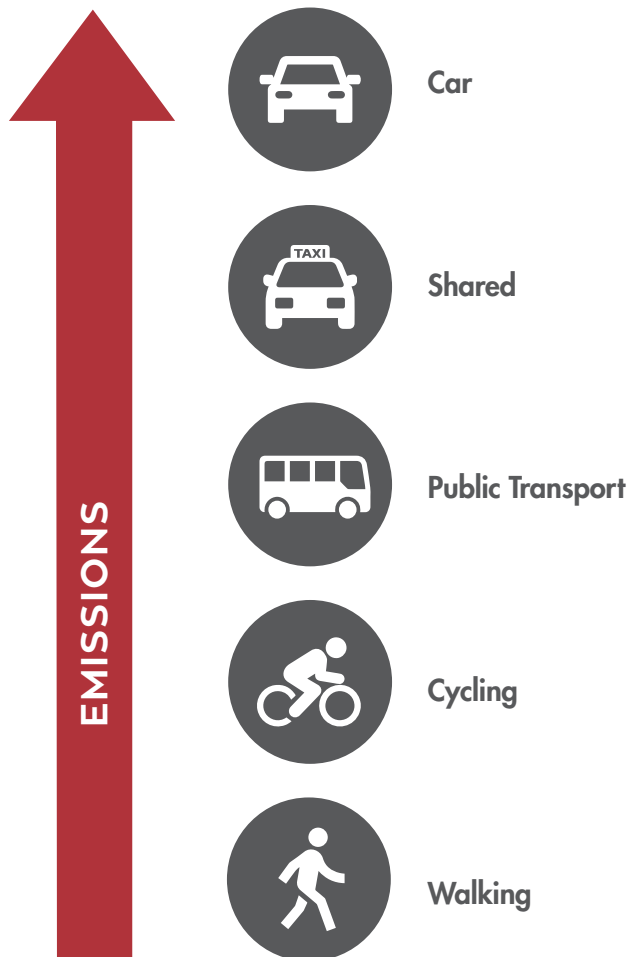
The region's transportation system plays a major role in the local economy and serves as a gateway to northern Ontario. It is therefore important to propose changes to the transportation system that will make the economy more resilient and promote a healthy workforce and community. These changes can include improving the quality of active transportation options and developing new public transport opportunities in the region. The sustainable transportation hierarchy found in Figure 11 can serve as a useful guide for prioritizing transportation modes in communities, based on their emissions output.

DID YOU KNOW?

The Government of Canada has mandated that by 2035, 100% of new light duty vehicle sales in Canada must be zero emission vehicles. This means that by 2035, only zero emission cars and light duty trucks and vans will be available for purchase when buying a new vehicle.

Government of Canada,
2022

Figure 11: Sustainable Transportation Hierarchy



Reliance on personal vehicles can be reduced through alternative approaches to neighbourhood design and improved access to public and active transportation options. However, sometimes public or active transportation options are not feasible in rural settings, due to the expansive distances between communities and the infrastructure and safety complexities this causes. Careful planning of programs that enable further adoption and use of these modes are therefore needed.

Given these challenges, it will be critical to support a shift to zero-emission vehicles (ZEVs) in the region. ZEVs are quickly being adopted, and it is anticipated that this uptake will continue to grow. This is because the Government of Canada has mandated that by 2035, all new light-duty vehicle sales in Canada must be ZEVs. The GBB region must be prepared for this by developing supporting infrastructure, policy and partnerships.

An overview of actions to reduce transportation emissions can be found in the following checklist. Further details about these actions can be found in Appendix B.

TECHNOLOGY SPOTLIGHT

EVs have maintenance costs that are roughly 70% below comparable Internal Combustion Engine (ICE) vehicles. This is because EVs have fewer moving parts in their drivetrains and do not need oil changes, coolant flushes, mufflers or exhaust systems to keep them running optimally.

Canada Energy Regulator, 2019

Transportation

Action Checklist

Objective 6 Improve public education and awareness regarding Active and Zero-Emission Transportation.

- 6.1 Develop and support municipal plans and policies that support zero-emissions transportation.
- 6.2 Explore the feasibility, impact, and implementation options of a local carbon offset fund.
- 6.3 Develop an education campaign to increase awareness about the benefits of active transportation.
- 6.4 Promote existing and emerging active transportation modes and opportunities for use.
- 6.5 Promote existing and emerging recreational trails and active transportation networks.
- 6.6 Create education materials on the use and benefits of electric vehicles.
- 6.7 Create and distribute educational resources on EV charging stations and transportation emissions.
- 6.8 Develop communications that showcase local examples of zero emission transportation.

Objective 7 Increase the use of Active Transportation.

- 7.1 Develop, improve, and maintain walking and bike-friendly infrastructure
- 7.2 Explore opportunities for active transportation pilots.
- 7.3 Explore and support improvements to community design for pedestrian access to essential services.
- 7.4 Encourage local business to support cyclist clientele.
- 7.5 Explore the development of an e-bike/bike share program.
- 7.6 Explore infrastructure upgrades that support active transportation.
- 7.7 Encourage visitors to engage in low GHG emissions activities.

Objective 8 Increase the use of Zero Emission Transportation.

- 8.1 Support expansion of public level 2 EV charging infrastructure.
- 8.2 Support expansion of public level 3 (DCFC) EV charging infrastructure.
- 8.3 Promote and support the transition to zero or low-emission vehicles.
- 8.4 Explore the development a public ride-sharing program.
- 8.5 Develop communications to raise awareness about the use of electric boats.
- 8.6 With regional partners, advocate for policies and regulations that support and enable zero-emission transportation.

Objective 9 Improve transportation efficiencies for goods and people.

- 9.1 Support the local production, distribution, and consumption of products.
- 9.2 Promote planning practices that encourage mixed-use development
- 9.3 Explore opportunities for public transportation.
- 9.4 Support the planning and implementation of walkable neighbourhoods.

Solid Waste

Waste is another contributor to GHG emissions in the Township, accounting for approximately 4% of community GHG emissions. As seen in Figure 12, much of these emissions come from the breakdown of organic materials, like food scraps, paper, or yard waste, when they are left to decompose in a landfill.

Figure 12: Factors Contributing to Waste Emissions



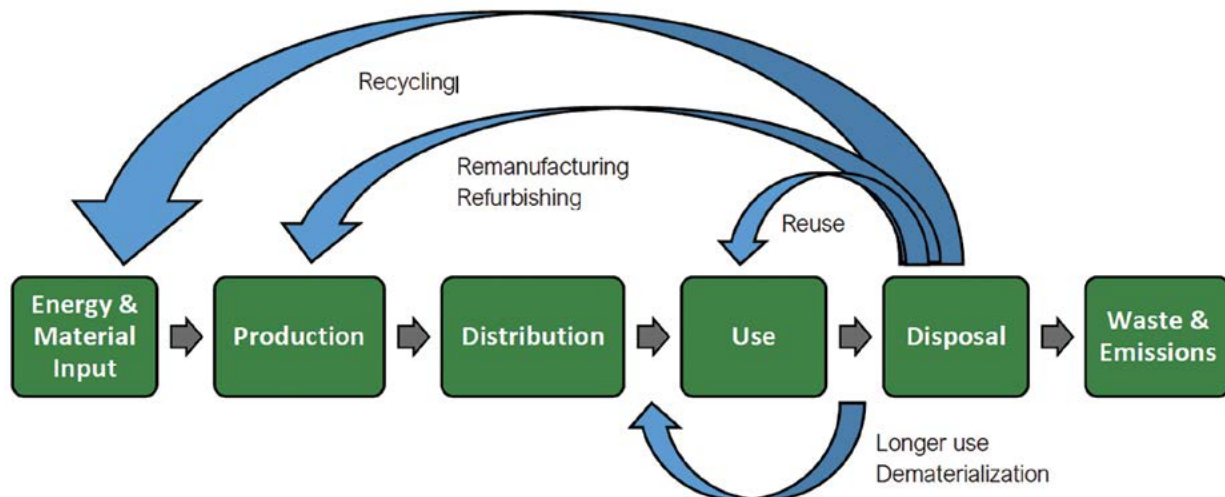
Waste Emissions come from:

- Quantity of Waste
- Types of Waste
- Landfill Characteristics

To reduce waste emissions, residents and businesses will need to look to reduce their overall consumption of products, and divert more from landfill by reusing, reclaiming, and repairing items. Educational resources and programs that build knowledge of circular economy principles, waste diversion and reduction practices, and composting will be a key element in supporting this transition.

A circular economy aims to prevent waste and its associated emissions by designing products to be durable and repairable, and to repurpose end-of-life materials through enhanced upcycling and resource recovery processes. This can present opportunities for local economic development. As seen in Figure 13 turning waste into materials can be reinjected throughout the value chain of different industries, creating new and additional revenue streams and business opportunities.

Figure 13: Value Chain Opportunities in a Circular Economy



With much of the Township's waste emissions coming from organics, programs and policies aimed at composting organics can be highly effective. When organics decompose in landfills, a lack of oxygen during the decomposition process produces methane, a GHG more potent than carbon dioxide. On the other hand, when organics decompose in a compost pile, the available oxygen during this process limits the production of methane. The production of compost can have ripple effects as well, as it creates a product that can be sold or used for the production of local food, improving food availability and security in the region.

Waste-to-energy technologies are increasingly presented as an attractive option to reduce organic waste and GHG emissions, provide on-site renewable energy and address limited landfill capacity challenges. Waste-to-energy technologies work by processing organic waste into a product that can be used for heat, electrical generation, or as a liquid bio-fertilizer for growing local food. Increasing appropriate diversion rates at buildings and facilities and recreation areas can support waste-to-energy efforts by providing clean feedstock for these technologies.

An overview of action to reduce waste emissions can be found in the following checklist. Further details about these actions can be found in Appendix C.

DID YOU KNOW?

Organics are the leading cause of waste emissions in the GBB region. Composting programs can therefore be highly effective at mitigating GHG emissions in landfills.

Georgian Bay Biosphere, 2022

DID YOU KNOW?

When it decomposes, organic waste produces methane, a greenhouse gas that is 25 times more potent than carbon dioxide. Reducing the amount of organic waste destined to landfills can be a highly effective way at reducing GHG emissions.

Environment and Climate Change Canada, 2022

Solid Waste

Action Checklist

Objective 10 **Improve public education and awareness regarding waste reduction options and impacts.**

- 10.1 Create and provide education materials for school activities related to waste reduction.
- 10.2 Create and provide public education materials that raise awareness and support waste reduction strategies or habits.
- 10.3 Update signage at transfer stations to provide additional and explicit instructions for waste diversion.
- 10.4 Promote local food producers and low-packaging consumption.

Objective 11 **Improve waste reduction strategies to reduce the volume of waste produced.**

- 11.1 Promote and support local efforts to the elimination of single-use plastics.

Objective 12 **Improve waste diversion strategies to divert the volume of waste disposed at landfills.**

- 12.1 Facilitate free Repair Cafes to encourage lower consumption of goods.
- 12.2 Encourage greater enforcement of proper use of transfer stations and landfills.
- 12.3 Create and distribute resources for recycling uncommon items.

Objective 13 Improve diversion of organic waste.

- 13.1 Explore initiating a green bin program and implement where feasible.
- 13.2 Promote backyard composting and counter top composting alternatives.
- 13.3 Develop a “Kitchen to Compost” mentorship program for those new to composting.
- 13.4 Encourage and support Food Rescue programs.

Objective 14 Work with local business and industry to improve overall waste reduction.

- 14.1 Explore opportunities to engage with businesses to better understand their waste streams and disposal practices.
- 14.2 Develop and support a Green Award competition to showcase local waste reduction and diversion champions.

Community Leadership

Effective climate action is achieved by more than just Technological interventions. To enable widespread climate action across the region, residents and businesses must participate and serve as community champions. As leaders, these community champions can serve as inspiration and sources of knowledge for others. Although the GHG emissions associated with these efforts cannot be quantified, they are equally as important.

Through the decisions made by residents and businesses, the region may either grow in a climate compatible manner, or lock itself into an inefficient and unsustainable path for decades to come. Therefore, capital investment into climate action will be critical for success and needs to be aligned and integrated with long term financial planning and asset management plans. Leveraging

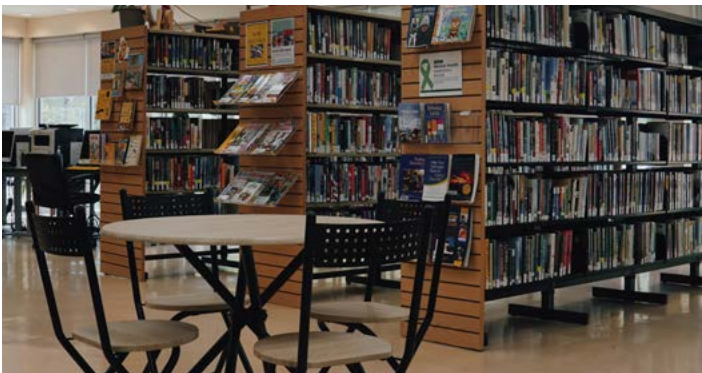
external funding through federal and/or provincial grant programs will also play a key role in unlocking many of the actions in this CCAP.

Leading by example in areas where the Township has a high level of influence is also critical in setting the pace and catalyzing community action. Investing in action can stimulate local economic growth and industry knowledge that can be utilized by the community in their efforts. Open and transparent communications about the implementation of this CCAP can offer lessons learned and guidance to the community by helping them understand how they can implement their own actions. Success will only be possible if the Township, its residents, and businesses all participate.



Metrics & Evaluation

Success can be measured in many ways; the most relevant approach for the purposes of this CCAP is the reduction of GHG emissions over time. Success can also be seen in the number of actions that have been implemented, their distribution across the Township, and the impacts those actions have had. By measuring and monitoring the impact of actions, new and emerging priorities and opportunities can be identified. Success will be measured by reaching the GHG reduction targets identified in the CCAP and the ultimate goal of striving for net-zero GHG emissions by 2050.



Every Two Years

Every two years, the actions outlined in this plan will be reviewed to ensure they remain relevant and are implemented efficiently. This may include:

- Progress on actions
- Success and lessons learned
- New actions
- New external funding opportunities

Every Five Years

A comprehensive review of this plan will be conducted every five years, including:

- Progress update on GHG emissions reduction targets
- Review of actions to identify implementation gaps and opportunities
- New partnership and engagement opportunities

Ongoing

As new technology and government regulations emerge, this plan will also evolve and adapt to leverage new opportunities. As technologies and market conditions change over time, new actions may be added and existing actions may be modified. Therefore, the CCAP should be considered a living document that can be modified to remain effective and relevant.

The Township will continue to engage with ICECAP members and partners, the public, stakeholders, the community, and subject matter experts to understand how circumstances across different scales may impact the implementation of this CCAP. Continuing to develop and engage in supportive partnerships will ensure actions are implemented efficiently. All the actions in this CCAP do not need to be implemented to achieve success. There are many pathways to success, and aligning actions with community priorities and other factors will be key in defining the outcomes of this CCAP.

Call to Action

Climate change is one of the great challenges of our time. It affects every aspect of our lives and is changing how we interact with the landscape, affecting mental and physical health, the local economy, and livelihoods. Therefore, we all have a role to play in taking climate action. Actions that we take today can have a significant impact now and for generations to come.

Tackling climate change requires a shift in how we live, work and think. It requires the involvement of individuals, businesses and all levels governments. Collaboration will be the key to success. Policies and regulations are needed at the federal and provincial level that enable and empower certain actions in communities, and it will be imperative that individuals and businesses join local governments in taking actions.

There is strength in numbers, and ICECAP's collaborative approach to climate change planning and action has the opportunity to support and guide the Township towards a healthier, more prosperous and sustainable future. Through collaboration, resources and knowledge can be shared, and efforts can be coordinated to ensure that implementation is done efficiently and effectively.

Conserving energy and becoming less reliant on fossil fuels reduces several types of pollutants, which in turn improves overall public health, encourages innovation and saves money. Reducing our daily water intake protects our water sources and the plentiful bodies of water we enjoy in the Township. Additionally, efforts to limit the waste we produce, coupled with appropriate waste diversion practices can extend the life of our existing landfills, preserving wilderness that may otherwise be cultivated to accommodate waste growth. Taking conscious efforts to follow these principles can therefore have a major impact.

Big or small, taking any form of action moves us in the right direction. But it is crucial that action begins nonetheless. Shifting the ways we live, work, and think can take many years or even decades. This means that change needs to begin immediately to prepare communities for a net-zero future. There is much work to do, but with the establishment of this CCAP, the Township is already well on its way.

To join a Climate Action Group, or get involved in climate action, please contact the Township or the Georgian Bay Biosphere for more information.





Thank You, Miigwech



This plan has been developed in partnership with the Georgian Bay Mnídoo Gamii Biosphere (GBB), with input from ICECAP members & partners.

The GBB is an inclusive and dynamic organization that builds capacity for regional sustainability in eastern Georgian Bay.

The GBB is a non-profit registered Canadian charity governed by a Board of Directors.

For more information, please visit: gbr.ca



Seguin Township Staff Report to Council

Prepared for: Mayor and Members of Council

Subject: Lifting of Holding Provision R-2023-017 - C - (Township of Seguin/Elsasser Extension)

From: Taylor Elgie, Director of Planning, Planning Department

Agenda Date: September 5, 2023 **Report No:** DPS-PL-2023-094

Executive Summary:

The purpose and effect of the application is to lift the Holding Symbol/Provision from the subject lands which is not to be removed until access to the lands is provided (or alternatively a subdivision agreement is entered into between a developer and the municipality).

The municipal roadway is under construction, and hydro is being scheduled.



Seguin Township Staff Report to Council

Prepared for: Mayor and Members of Council

Subject: Lifting of Holding Provision R-2023-017 - C - (Township of Seguin/Elsasser Extension)

From: Taylor Elgie, Director of Planning, Planning Department

Agenda Date: September 5, 2023 **Report No:** DPS-PL-2023-094

Recommendation:

THAT Council pass By-law No. 2023-091 to remove the holding symbol "(H)" from the subject lands.

Background & Analysis:

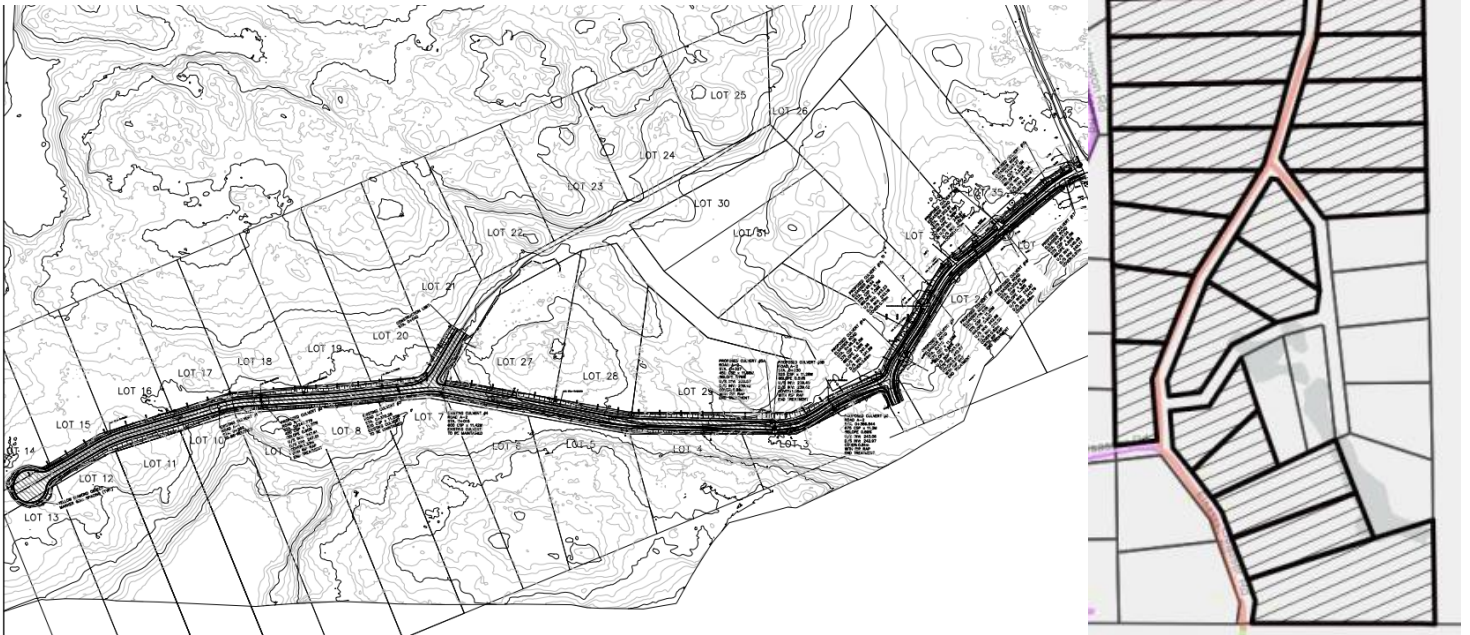
Rezoning Application: R-2023-0017-C
Applicant: Municipally Initiated
Civic Address: Multiple – Elsasser Road Extension
Roll No.: 4903 040 004 01736 and multiple others

Proposal and Location

Thirty-six lots were created by PSR2153 in 1970. The majority of these lots have historically remained vacant as there was no legal access. The lands were then zoned with a Holding Provision ("h") in 2006 which precluded development until a subdivision agreement was completed. The purpose of this subdivision agreement was to ensure proper and legal access to the lands.

The Township initiated a municipal project to provide road access to 29 of the lots per the drawing below. Five of these lots already have development, and once the roadway is complete, the rest of the lots will be developable.

The lands subject to the removal of the “h” symbol include the following lots shown as hatched, which will all have frontage and access onto a municipal roadway.



Removing the “h” symbol is warranted, as the roadway will be completed and opened to the public once the hydro is installed, which fulfills the intent of the By-law.

Please note, these lots will not be eligible for a building permit until the roadway is assumed and opened by the municipality. Removing the “h” symbol today is one step in the process to allow these lands to be shovel ready. Staff are still working with HydroOne to provide services to these lands.

Analysis

Notice was provided in accordance with the Planning Act.

Section 36 of the Planning Act provides the legislative framework for the removal of the holding symbol “(H)”. Section 36 does not require a formal public meeting, however notice of Council’s intention to pass the amending

By-law was given to owners of the subject lands. No comments have been received at the time of writing this report.

Financial Impacts:

- Road Cost - \$1,000,000 to be recouped from sale of municipal lands in development.
- Lifting of "h" symbol – nil.

Options/Alternatives:

Council has three options on how to proceed with this report.

- Option 1: Council can approve the application;
- Option 2: Council can deny the application; or
- Option 3: Defer a decision.

Staff recommends Option 1.

Strategic Plan Alignment:

Goal 2 of the Strategic Plan is Community Prosperity. A Council priority is to increase the supply and range of housing choices.

Conclusion:

Based on the fulfilment of the above condition, it is appropriate to remove the Holding provision from the subject lands. The By-law authorizes removal of the holding symbol "(H)" from the subject lands.

Prepared by:



Taylor Elgie, MCIP, RPP
Director of Planning

Reviewed by:



Jason Inwood
Chief Administrative Officer

Attachments:

Schedule A – Draft By-Law 2023-091

TE/JI

CORPORATION OF THE TOWNSHIP OF SEGUIN
BY-LAW NO. 2023-091

"Being a By-law to amend Township of Seguin Zoning By-law No. 2006-125"
4903 040 004 01736, R-2023-0017-C (Township of Seguin - Elsasser Road
Extension - Lifting of "h" symbol)"

WHEREAS the lands described as Pt Lot 34 Concession 1, or more specifically described as Parts 1-21, 27-29, and 32-26 of PSR2153, formerly in the Township of Christie, are zoned RR (H); and,

WHEREAS the removal of the holding symbol "(H)" is conditional upon the completion of a Subdivision Agreement (or the creation of a municipally owned and maintained roadway); and,

WHEREAS Council is of the opinion the condition to lift the "h" symbol has been completed; and,

WHEREAS Council has the authority pursuant to Section 36 of the Planning Act R.S.O. 1990, Chapter P.13 as amended, to pass amendments to the Zoning By-law to remove the holding symbol; and,

NOW THEREFORE the Council of the Corporation of the Township of Seguin hereby enacts as follows:

- a)** Map #19 to Schedule "A" to Township of Seguin Zoning By-law No. 2006-125 be amended by removing the "h" symbol from the lands described as Pt Lot 34 Concession 1, or more specifically described as Parts 1-21, 27-29, and 32-26 of PSR2153, formerly in the Township of Christie, and as shown as "Schedule A" attached hereto and forming part of this By-law, from the "RR-(H)" Zone" to the "RR" Zone.
- b)** Table 12.1 of Section 12.1.1, List of Holding Provisions, is hereby amended by deleting the Exception "RR (H)" row.

This By-law shall take effect from the date of passage by Council and shall come into force in accordance with the provisions of the Planning Act R.S.O. 1990, Chapter P.13 as amended.


BY-LAW read a **FIRST, SECOND** and **THIRD** time and finally **PASSED** this 5th day of September, 2023.

Ann MacDiarmid
Mayor

Craig Jeffery
Clerk

**THE CORPORATION OF THE TOWNSHIP OF SEGUIN SCHEDULE "A" TO
BY-LAW NO. 2023-091**



 Lands to have "h" symbol removed



Seguin Township Staff Report to Council

Prepared for: Mayor and Members of Council

Subject: Transition to New Blue Box Program

From: Tom MacLeod, C.E.T., Director of Public Works

Agenda Date: September 5, 2023

Report No: PW-RD-2023-007

Executive Summary:

That Council execute a funding agreement with Circular Materials of Ontario (CMO) to provide financial compensation for all costs associated with the Towns blue box program for the period of July 1, 2024 to December 31, 2025.

This report provides a comprehensive overview of the transition to the New Blue Box Program in Ontario, outlining its historical context, timeline, implications for municipalities, and the projected future trajectory. The New Blue Box Program aims to revamp the province's recycling efforts, addressing environmental concerns and fostering sustainable waste management practices.



Seguin Township

Staff Report to Council

Prepared for: Mayor and Members of Council

Subject: Transition to New Blue Box Program

From: Tom MacLeod, C.E.T., Director of Public Works

Agenda Date: September 5, 2023

Report No: PW-RD-2023-007

Recommendation:

That Council execute a funding agreement with Circular Materials of Ontario (CMO) to provide financial compensation for all costs associated with the Towns blue box program for the period of July 1, 2024 to December 31, 2025.

Background & Analysis:

The New Blue Box Program in Ontario represents a significant step forward in the province's commitment to waste reduction, recycling, and sustainability. Building on the foundation of the previous Blue Box program, this transition seeks to enhance recycling efforts, reduce landfill waste, and engage municipalities and residents in more effective waste management practices.

- **1980s-1990s:** The original Blue Box program was introduced, becoming one of the first recycling programs in North America. It focused on collecting paper, glass, and metal containers.
- **2000s:** The program expanded to include a wider range of materials, such as plastics, reflecting the growing complexity of waste streams.
- **2016:** The Waste-Free Ontario Act was enacted, setting the stage for a circular economy and increased producer responsibility for waste management.

- **2019:** The provincial government announced its intention to transition to the New Blue Box Program, aiming to shift the financial burden from municipalities to producers and improve recycling efficiency.
- **2021:** A comprehensive plan outlining the transition process was released, detailing the extended producer responsibility (EPR) framework and the new funding model.
- **2023:** The New Blue Box Program is officially launched, introducing changes in collection, sorting, and material acceptance criteria.

The New Blue Box Program carries several implications for municipalities across Ontario:

- **Financial Relief:** The shift to extended producer responsibility means that producers now bear a greater share of the financial responsibility for recycling operations. This provides relief to municipal budgets and ensures that recycling costs are more equitably distributed.
- **Enhanced Infrastructure:** As part of the transition, the provincial government is investing in modernizing recycling facilities and infrastructure. This ensures that municipalities have access to state-of-the-art sorting and processing facilities, improving recycling efficiency.
- **Educational Initiatives:** With a renewed emphasis on waste reduction and proper sorting, municipalities will need to engage in educational campaigns to inform residents about the updated recycling guidelines. Public awareness is crucial for the success of the program.

The vendor, Circular Materials Ontario (CMO) is a national not-for-profit producer responsibility organization that helps producers meet their obligations under extended producer responsibility regulations across Canada.

Although this is an operational component to Public Works, it's important for Councils across the province to understand the importance of the Blue Box transition and its effect to the local municipalities. Whether to opt "in" or "out".

Given our existing infrastructure and the situation shared with other comparable municipalities that also have unstaffed sites, it has become imperative to reach a consensus on the management of these sites. This entails deciding between outsourcing or handling operations internally. After careful deliberation, the CMO and other unstaffed facility administrators have agreed that the most suitable approach is to maintain the current staff for management purposes.

Financial Impacts:

The offer is fair in terms of operating as Seguin will be compensated at minimum \$20,000 per month. Seguin should expect to see at minimum, \$70,000 (\$35,000 for 2024) per year in savings which can help offset the introduction of the waste strategy for years to come.

Options/Alternatives:

Option 1: As this is a provincial mandate effective 2026, it is recommended to gap the transition beforehand to facilitate an easier transition, all while saving thousands of dollars which can be allocated to other initiatives with waste management.

Option 2: Is to “opt-out” while carrying current costs until December 31, 2025 where transition will become mandatory.

Option 1 is recommended.

Strategic Plan Alignment:

2.1 – Fiscally Responsible - Continue to be Fiscally Responsible. Continue to recognize that there is ‘One Taxpayer, One Wallet’ and remain committed to providing reliable, responsible, high quality and valuable service to our constituents and partners.

2.3 – Invest in infrastructure – Build on existing Township Assets

Conclusion:

The transition to the New Blue Box Program represents a pivotal moment in Ontario's waste management journey. By adopting an extended producer responsibility framework, investing in infrastructure, and promoting public engagement, the province is poised to enhance its recycling efforts and move towards a more sustainable and circular economy. This dovetails perfectly with Seguin’s waste strategy, and the savings from this initiative can fund our milestones moving forward.

Prepared by:



Tom MacLeod, Director of Public Works

Reviewed by:



Michele Fraser, Chief Financial Officer

Reviewed by:



Jason Inwood, Chief Administrative Officer

Business

Craig Jeffery

From: Stacey Evans <sevans@georgianbaybiosphere.com>
Sent: Friday, August 4, 2023 11:05 AM
Cc: Katrina Krievins
Subject: Save the Date: Lands & Waters Gathering
Attachments: Lands & Waters Gathering - Save the Date.png

Hello, Aanii,

On behalf of Georgian Bay Mnidoo Gamii Biosphere, you are invited to **Save the Date** for the **Lands & Waters Gathering** happening **November 29th & 30th, 2023** in **Parry Sound!**

Please share this invitation with the Mayor, Council, and any other staff who you feel might like to attend.

About the Gathering:

This gathering will be an opportunity for diverse stakeholders to showcase how they are contributing to our understanding and caretaking of the lands and waters of the Georgian Bay Mnidoo Gamii Biosphere region.

The first day (November 29th) will consist of a series of talks that relate to the main themes of the 2023 State of the Bay (SOTB) report (water, lower food web, and fish communities). This portion of the event has limited capacity and will be open for partners and invited guests only (it will not be open to the public). In the evening (of the 29th), the gathering will be open to the public for a keynote presentation.

The second day (November 30th) will consist of moderated panel discussions. The panels will be an opportunity to explore how communities are addressing issues related to climate change and biodiversity. This portion of the event will also be open to the public.

If you are interested in attending any portion of the gathering, please fill out the jotform survey below by September 1st, 2023. This survey will help us to gauge the level of interest.

<https://form.jotform.com/232135031787251>

Please stay tuned for more information regarding official registration, agenda, and speaker announcements, which will be shared in the coming months!

We are excited to gather, share knowledge and stories, learn from one another, inspire action, and celebrate the work being done in the Georgian Bay Mnidoo Gamii Biosphere region. We look forward to seeing those of you who can attend in the fall!

Stacey Evans (she/her), BAS | Georgian Bay Mnidoo Gamii Biosphere | Conservation Communications and Outreach Coordinator

+01 705 774 0978 | PO Box 662 Parry Sound ON P2A 2Z1 | <https://georgianbaybiosphere.com/>



**SAVE THE
DATE**

November
29th & 30th, 2023

Lands & Waters Gathering

Hosted at the Stockey Centre, Parry Sound

Gathering
hosted by:



**GEORGIAN BAY
BIOSPHERE**
MNIDOO GAMII

Thanks to
sponsors:





MUSKOKA WATERSHED COUNCIL

70 Pine Street, Bracebridge, ON P1L 1N3 T: (705) 204-7277
E: info@muskokawatershed.org W: www.muskokawatershed.org

To the attention of Mayors, municipal councillors and staff:

As you know, the Muskoka Watershed Council (MWC) is working to help bring improved watershed-scale management of environment, land-use planning, and climate adaptation to the Muskoka River Watershed and potentially to adjacent watersheds in this region. MWC's 2020 White Paper argued for Integrated Watershed Management (IWM) as the most appropriate form of management for a rapidly changing region like ours, and MWC's 2023 Muskoka Watershed Report Card, being released this month, documents a number of concerning trends that are not being addressed by conventional management policies or procedures. Bringing IWM will require a sustained, multi-partner collaborative effort in which municipalities will be leading players.

As an early part of this multi-year effort, MWC is planning to offer a one-day conference targeted exclusively to municipal councillors and staff, especially in administration, planning and public works departments. The goal is to provide municipalities with a grounding in IWM, what it is, how it works, and why it is needed if we want to retain high-quality, substantially natural environments into the future while building vigorous economies and growing populations.

We are considering dates in October/November 2023 and seek answers to three questions from each municipality.

1. Do you see value for your municipality in the described conference?
2. Do you foresee conflicts for dates in October/November that would make it particularly difficult for you to be able to attend a one-day, in-person event?
3. As MWC plans this first event, we are trying to better understand the likely number of attendees. Therefore, MWC is looking for an approximate number of councillors and staff from your municipality that might attend. We are estimating a registration cost per person of ~\$75.00; the location within the region and details of the program are now being finalized.

A draft description of the proposed event is attached (a final agenda will be available once a date, venue and list of speakers are finalized).

Thank you for your attention. Please do not hesitate to contact me with any questions. Responses you provide will be appreciated as we seek to assess level of interest across the region.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peter F Sale', is written over a light blue circular background.

Peter F Sale
Chair, Muskoka Watershed Council

A Case for Integrated Watershed Management in the Muskoka Region

A one-day in-person conference for municipal councillors and staff.

Date and venue TBA, in October/November 2023

Description

This one-day conference will include selected speakers with expertise and experience in various aspects of Integrated Watershed Management, Environmental Sciences and Administrative Policy. Themes will include:

- Sustainable Balancing of Societal, Economic and Environmental Goals;
- Watersheds as Living, Dynamic, Integrated, Complex Systems;
- Adaptive Management in the Context of Cumulative Impacts and a Rapidly Changing World;
- Why Climate Change Requires Enhanced Environmental Management; and
- Building a Collaborative IWM Regime Without Bureaucratic Bloat.

Attendees will have the opportunity to network with colleagues across municipalities while building their own understanding of what IWM is, and how it might help them be more effective.

Craig Jeffery

From: Michele Fraser
Sent: Friday, August 18, 2023 7:43 AM
To: Craig Jeffery; Donna McLeod
Subject: FW: MPAC: Property Assessment Update

Morning

Please add this to the next Council agenda. It would normally go in correspondence, but Council needs to know that the next re-assessment has been put off again.

Thx
M



Michele Fraser, BA, MBA, CPA, CA
CFO/Treasurer
Seguin Township
(705) 732-4300

I'm sending this email at a time that suits my schedule. Please note that there is no expectation for you to respond outside of your own working hours.

From: Carmelo Lipsi <carmelo.lipsi@mpac.ca>
Sent: Thursday, August 17, 2023 4:09 PM
To: Michele Fraser <mfraser@seguin.ca>
Subject: MPAC: Property Assessment Update



**MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION**

Good afternoon Michele,

On August 16, the Ontario government filed Regulation 261/23 under the *Assessment Act* to extend the current assessment cycle, and the valuation date of January 1, 2016, through to the end of the 2024 taxation year.

This means that property taxes for the 2024 taxation year will continue to be based on the January 1, 2016 valuation date. Property assessments will remain the same as they were for the 2023 tax year, unless there have been changes to the property.

In addition to the recent Regulation, the government will conduct a review of Ontario's property assessment and taxation system.

MPAC shares the government's interest in ensuring the accuracy, transparency, and fairness of property assessments and we are committed to the continuous improvement of the property

assessment and taxation system for the benefit of all Ontarians. While MPAC is not responsible for setting tax rates or collecting property taxes, we welcome the opportunity to work with the Province to ensure the property assessment process is optimal for both property owners and municipalities.

If you have any questions, please reach out to your [local MPAC Account Manager](#).

Sincerely,

Carmelo Lipsi
Vice President, Valuation & Customer Relations
Chief Operating Officer

mpac.ca

Municipal Property Assessment Corporation
1340 Pickering Parkway, Suite 101 L1V 0C4



Resolution No. 2023-_____

The Corporation of the Township of Seguin

Moved by _____

Seconded by _____ Date September 5th, 2023

WHEREAS 6 of the Heads of Council of the municipalities in West Parry Sound have met to discuss the potential opportunities associated with shared services, (Carling, McDougall, Parry Sound, Seguin, The Archipelago and Whitestone), and

WHEREAS those municipalities who wish to continue the discussions agree there needs to be an in-depth review of each of the participating municipality's assets, liabilities, strengths and weaknesses by an independent party to properly assess and quantify the opportunities and challenges associated with each potential shared service, and

WHEREAS entering into shared service agreements requires a complete understanding of the governance requirements associated for each municipality for each type of service, and

WHEREAS an overall review of governance of the participating municipalities is appropriate as part of an investigation of the potential for shared services, and

WHEREAS it is recommended to examine and perhaps implement some shared services in advance of the 2026 municipal election,

THEREFORE BE IT RESOLVED THAT the Council of The Corporation of the Township of Seguin, hereby requests that the province appoint and compensate a third party expert to assist the participating municipalities in evaluating the opportunities associated with shared services and examine a simplified governance model for the region.



The Corporation of the Township of Seguin

AND THAT copies of this resolution be circulated to the Hon. Doug Ford Premier of Ontario, the Hon. Steve Clark Minister of Municipal Affairs, the Hon, Graydon Smith MPP Parry Sound-Muskoka, the Councils of the Municipalities of Carling, McDougall, McKellar, Parry Sound, The Archipelago and Whitestone and, Wasauksing and Shawanaga First Nations Band Councils.

DRAFT

<u>DIVISION LIST</u>	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>	
Adams	___	___	___	___	CARRIED ___
Buszynski	___	___	___	___	DEFEATED ___
Collins	___	___	___	___	
Fellner	___	___	___	___	
Finnson	___	___	___	___	
Getty	___	___	___	___	
MacDiarmid	___	___	___	___	

Craig Jeffery

From: Karlee Britton <DeputyClerk@mckellar.ca>
Sent: Monday, August 28, 2023 10:41 AM
To: Archipelago; Armour; Burks Falls; Callander; Carling; Chisholm; Joly; Kearney; Machar; Magnetawan; McDougall; McKellar; McMurrich-Monteith; Nipissing; Parry Sound; Perry; Powassan; Ryerson; Craig Jeffery; South River; Strong; Sundridge; Whitestone
Subject: DPSMA Fall 2023 Meeting - Agenda & Registration
Attachments: DPSMA Agenda - Fall 2023.pdf; Registration Form DPSMA Fall 2023.pdf; Fall 2023 Poster.JPG
Categories: Important

Good morning,

The **District of Parry Sound Municipal Association** will be holding its Fall Meeting on **Friday September 29th** at the Dunchurch Community Centre.

Please see attached agenda, registration and advertisement poster. Members of Council as well as Municipal Staff are welcome to attend!

If you have any questions, please let me know. I can be reached at the Township of McKellar, (705) 389-2842 x5 or via email.

Thank you,



Karlee Britton | Secretary-Treasurer
District of Parry Sound Municipal Association
c/o Township of McKellar
701 Hwy 124 P.O. Box 69
McKellar, ON P0G 1C0

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DPSMA FALL MEETING 2023

SEPTEMBER 29, 2023

8:15AM - 2:30PM

📍 DUNCHURCH COMMUNITY
CENTER



SHORT TERM RENTALS

Presented by MHBC

DISCUSSIONS AND INSIGHTS



BLUEBOX TRANSITION

Mike Birett is extremely knowledgeable in Bluebox Legislation having 12 years experience as the Managing Director at the Continuous Improvement Fund



AODA COMPLIANCE 2025

The Ministry for Seniors and Accessibility will provide updates to the legislation where all Municipal facilities will need to be in compliance by 2025



HIGH SPEED INTERNET PROGRAM

Infrastructure Ontario will provide an update on the Accelerated High Speed Internet Program (AHSIP)

THE SPEAKERS



Jamie Robinson
MHBC Planning Ltd.

North Bay Parry Sound District
Health Unit



Bureau de santé
du district de North Bay Parry Sound

Dr. C. Zimbalatti
NSPSD Health Unit



Almaguin Hatchery
Jerry Brandt, VP



Mike Birett
Birett & Associates

DUNCHURCH COMM CENTER

2199 HWY 124, DUNCHURCH POA 1G0

Made with PosterMyWall.com

REGISTRATION ▶ **EMAIL:** deputyclerk@mckellar.ca

Please email questions for the STR Presentation
before September 26th



District of Parry Sound Municipal Association

c/o Township of McKellar, 701 Hwy 124 McKellar, ON P0G 1C0

President: Lynda Carleton **Secretary-Treasurer:** Karlee Britton

Fall 2023 Agenda – 167th Meeting – Friday, September 29, 2023

Hosted by the Municipality of Whitestone

Dunchurch Community Centre, 2199 Hwy 124, Ontario

- 8:15-9:00** Registration / Coffee sponsored by **Aird & Berlis, LLP**
- 9:00-10:00** Opening Remarks by Mayor George Comrie, Municipality of Whitestone
Introduction of the Head Table
Greetings from the Office of Scott Aitchison, MP Parry Sound-Muskoka
Appointment of Vice-President {Res}
Adoption of Minutes from Spring 2023 and Treasurer's Report {Res}
Lynda Carleton, FONOM Update
Greetings from the Office of Graydon Smith, MPP Parry Sound-Muskoka
- 10:00-10:15** Meeting Accessibility Standards by 2025 under the *AODA* presented by the Ministry for Seniors and Accessibility
- 10:15-10:30** Accelerated High-Speed Internet Program (AHSIP) presented by Luke Barker, Director of Commercial Projects, Infrastructure Ontario
- 10:30-10:45** Coffee break sponsored by **Tulloch**
- 10:45-11:15** North Bay Parry Sound District Health Unit Updates presented by Dr. Carole Zimbalatti, Acting Medical Officer of Health
- 11:15-11:30** Almaguin Community Hatchery Program presented by Jerry Brandt, Vice President
- 11:30-12:00** Bluebox Transition Presentation and Q&A presented by Mike Birett, Birett & Associates
- 12:00-1:00** Lunch – 3 course plated and served Roast Beef dinner by **Tanners Inn & Dining**, with salad, mixed veg, Yorkshire pudding, mashed potatoes, gravy and pie for dessert
- 1:00-2:00** Short Term Rentals presented by Jamie Robinson and Kathy Suggitt of MHBC Planning Ltd.
- 2:00** Resolutions / Business Meeting
Draw for Mystery Door Prize: Must be present to claim
Host and Date of Next Meeting: East Side host and date to be determined
Adjournment



District of Parry Sound Municipal Association
c/o Township of McKellar
701 Hwy 124, McKellar, ON P0G 1C0
President: Lynda Carleton | **Secretary-Treasurer:** Karlee Britton

2023 Fall Meeting

The Fall Meeting of the District of Parry Sound Municipal Association will be held on **Friday, September 29, 2023** hosted by the Municipality of Whitestone. The location of the meeting is at the **Dunchurch Community Centre**, 2199 Hwy 124, Dunchurch, Ontario P0A 1G0.

Registration/coffee begins at 8:15 am with the Meeting starting at 9:00 am.

The cost is **\$50.00** per person and includes lunch and refreshment breaks.

Please make cheques payable to the 'District of Parry Sound Municipal Association' and forward c/o The Township of McKellar, P.O. Box 69, McKellar, ON P0G 1C0.

_____ will be sending (Name of Municipality/Organization)

_____ delegates @ \$50.00 each, for a total of _____.

The following delegates will be attending:

Please confirm attendance on or by Monday, September 11, 2023, so that catering arrangements can be finalized.

Registration can be made by fax to 705-389-1244, by phone at 705-389-2842 x5 or by e-mail to deputyclerk@mckellar.ca, with payment to follow by mail. **Payment is expected for all delegates registered, regardless if they attend, as meal payment is based on the registration.**

Please email **questions for the Short Term Rental presentation** to Karlee Britton deputyclerk@mckellar.ca no later than September 26th so a list can be compiled and forwarded to the presenter to allow for time.

By-laws

THE CORPORATION OF THE TOWNSHIP OF SEGUIN

BY-LAW NO. 2023-093

Being a By-law to appoint Max Jasinski as a Municipal Law Enforcement Officer/By-law Enforcement Officer/Animal Control Officer for The Corporation of the Township of Seguin and to Revoke the appointment of Phil West as a By-law Enforcement Officer/Animal Control Officer for The Corporation of the Township of Seguin.

WHEREAS, the Municipal Act, R.S.O. 2001, states the powers of the Municipal Corporation are to be exercised by By-law;

AND WHEREAS, pursuant to The Police Services Act, R.S.O. 1990, Chapter P.15, Section 15 a municipal council may appoint persons to enforce the By-laws of the municipally.

NOW THEREFORE the Council of The Corporation of the Township of Seguin hereby enacts as follows:

1. The persons named in Schedule "A" attached hereto are hereby appointed as Municipal Law Enforcement Officers/By-law Enforcement Officers/Animal Control Officers for The Corporation of the Township of Seguin.
2. A Municipal Law Enforcement Officer appointed by this By-law may enter on land at any reasonable time for the purpose of carrying out an inspection to determine whether or not the following are being complied with:
 - a) A By-law of The Corporation of the Township of Seguin passed under the Municipal Act, 2001, as amended;
 - b) A direction or order of The Corporation of the Township of Seguin made under the Municipal Act, 2001, as amended, or made under a By-law;
 - c) A condition of a licence issued under a By-law; or
 - d) An order made under Section 431 of the Municipal Act, 2001, as

amended.

3. A Municipal Law Enforcement Officer exercising a power of entry may:
 - a) Require production for inspection of documents or things relevant to the inspection;
 - b) Inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
 - c) Require information from any person concerning a matter related to the inspection; and
 - d) Alone or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection.
4. Subject to Section 5, this By-law prevails to the extent of any conflict between this By-law and any other By-law of The Corporation of the Township of Seguin.
5. This By-law does not restrict any rights conferred by the Municipal Act, 2001, as amended, or any other Act or regulation, respecting entry to land.
6. And that the appointment of Phil West as a By-law Enforcement Officer/Animal Control Officer for The Corporation of the Township of Seguin is hereby revoked.

READ a FIRST, SECOND and THIRD TIME, PASSED and ENACTED this 5th day of September, 2023.

*Ann MacDiarmid,
Mayor*

*Craig Jeffery,
Clerk*

Schedule "A" to By-law No. 2023-093

1. Max Jasinski

DRAFT

THE CORPORATION OF THE TOWNSHIP OF SEGUIN

BY-LAW NO. 2023-088

Being a By-law to write off taxes on properties in the
Township of Seguin.

WHEREAS, Section 357 and 358 of the Municipal Act 2001, S.O. 2001, Chapter 25, as amended, authorizes the Council of a municipality to cancel, reduce or refund taxes;

AND WHEREAS, it has been recommended by the Treasurer of The Corporation of the Township of Seguin that because of a reduction in assessment, a reduction should be made in the taxes (municipal and education) levied against the property(s);

AND WHEREAS, it is further recommended that any taxes levied during 2023 that are above the amount of taxes that should be made against the property because of the reduction should be written off by the Treasurer of The Corporation.

NOW THEREFORE the Council of The Corporation of the Township of Seguin hereby enacts as follows:

- 1. THAT** as per the recommendation of the Treasurer of The Corporation of the Township of Seguin regarding the write off of taxes on property(s), Council does hereby authorize and direct the Treasurer to execute the required documentation to complete the property tax write off as follows:

<u>Roll Number</u>	<u>Name</u>	<u>Reason</u>	<u>Year</u>	<u>Amount</u>
49-03-010-009-13600-0000	Stoneman, June	Section 357 (Fire)	2023	394.02

READ a **FIRST, SECOND** and **THIRD TIME, PASSED** and **ENACTED** this 5th day of September, 2023.

Ann MacDiarmid,
Mayor

Craig Jeffery,
Clerk

From: Dawn Crawford
Sent: Monday, July 17, 2023 12:26 PM
To: Craig Jeffery
Subject: Re: Rosseau Pumpkin Fest

Categories: Important, Department

“THAT part of the highway municipally known as Victoria Street East from the intersection of Parry Sound Road (Highway #141) to the intersection of Victoria Street East and Lock Street, former Village of Rosseau, now the Township of Seguin, District of Parry Sound, and part of the highway municipally known as Victoria Street West from the westerly limit of the Rosseau District Fire Hall to the intersection of Victoria Street West and Ash Street, former Village of Rosseau, now in the Township of Seguin, District of Parry Sound, be stopped up from the hour of 9:00 a.m. Saturday, October 7th, 2023, to the hour of 4:00 p.m. Saturday, October 7th, 2023.”, adjusted for the new dates of course.

Craig,
Have inserted the new dates, hopefully that works!
Thanks,
Dawn

Also one more question, who puts the notice of the road closures on the posts?

From: Craig Jeffery <cjeffery@seguin.ca>
Sent: July 17, 2023 12:18 PM
To: Dawn Crawford
Cc: Sean Carroll <scarroll@seguin.ca>; Andrea Spinney <aspinney@seguin.ca>; Donna McLeod <dmcleod@seguin.ca>
Subject: RE: Rosseau Pumpkin Fest

Hi Dawn,

Staff are prepared to recommend the same temporary closure as in 2022, namely:

“THAT part of the highway municipally known as Victoria Street East from the intersection of Parry Sound Road (Highway #141) to the intersection of Victoria Street East and Lock Street, former Village of Rosseau, now the Township of Seguin, District of Parry Sound, and part of the highway municipally known as Victoria Street West from the westerly limit of the Rosseau District Fire Hall to the intersection of Victoria Street West and Ash Street, former Village of Rosseau, now in the Township of Seguin, District of Parry Sound, be stopped up from the hour of 9:00 a.m. Saturday, October 8th, 2022, to the hour of 4:00 p.m. Saturday, October 8th, 2022.”, adjusted for the new dates of course.

Please advise if you prepared to amend your request to similar to 2022? If so staff will prepare the necessary notices and documents. Also please ensure your records are amended accordingly for future requests.

Regards,
Craig

From: Dawn Crawford
Sent: Monday, July 17, 2023 12:03 PM
To: Craig Jeffery <cjeffery@seguin.ca>
Subject: Re: Rosseau Pumpkin Fest

Thank you

Sent from my iPhone

On Jul 17, 2023, at 12:01 PM, Craig Jeffery <cjeffery@seguin.ca> wrote:

Hi Dawn,

I have received your email and request. Please note as in previous years I do not expect we will grant your request to temporarily close Victoria Street from Hwy #141 to Oak Street as this includes the Rosseau Firehall. I will verify this and advise you if you are required to amend your request.

Regards,
Craig

<image001.jpg>

Craig Jeffery
Clerk
Township of Seguin
705-732-4300 1-877-473-4846

From: Dawn Crawford
Sent: Monday, July 17, 2023 9:01 AM
To: Craig Jeffery <cjeffery@seguin.ca>
Subject: Fw: Rosseau Pumpkin Fest

Craig,
Sorry, if you have received this already but says it's not going through.

Thanks,
Dawn

From: Dawn Crawford
Sent: July 17, 2023 8:57 AM
To: cjeffrey@seguin.ca <cjeffrey@seguin.ca>
Cc: Sean Carroll <scarroll@seguin.ca>
Subject: Rosseau Pumpkin Fest

Craig,

Victoria Street from the intersection of Parry Sound Road (Highway #141) to and including the intersection of Lock Street from the hour of 9:30 a.m. Saturday, October 7th, 2023 to the hour of 3:00 p.m. Saturday, October 7th, 2023.

Victoria Street from the intersection of Parry Sound Road (Highway #141) to and including Oak Street from the hour of 9:30 a.m. Saturday, October 7th, 2023 the to the hour of 3:00 p.m. Saturday, October 7th, 2023.

I have cc'd the Fire Chief, Sean Carroll, as well. Please let me know if you need more information.

Thanks in advance,

Dawn Crawford
Committee Member for the Rosseau Pumpkin Fest

Sue Margeson
President of the Rosseau Pumpkin Fest

THE CORPORATION OF THE TOWNSHIP OF SEGUIN

BY-LAW NO. 2023-092

Being a By-law to stop up temporarily part of the highway municipally known as Victoria Street in the Village of Rosseau, now the Township of Seguin, District of Parry Sound.

WHEREAS, pursuant to the Municipal Act 2001, S.O. 2001, Chapter 25, Section 27(1), a municipality may pass by-laws in respect of a highway only if it has jurisdiction over the highway;

AND WHEREAS, pursuant to the Municipal Act 2001, S.O. 2001, Chapter 25, Section 28, the Council of The Corporation of the Township of Seguin has jurisdiction over the highway known as Victoria Street in the Village of Rosseau;

AND WHEREAS, notice of this By-law has been posted in the Village of Rosseau and in the August 17th & 24th, 2023 editions of the Parry Sound North Star;

AND WHEREAS, the Rosseau Pumpkin Festival Committee is holding festivities which temporarily requires the use of portions of the above municipal highway for that purpose.

NOW THEREFORE, the Council of The Corporation of the Township of Seguin hereby enacts as follows:

- 1. THAT** part of the highway municipally known as Victoria Street East from the intersection of Parry Sound Road (Highway #141) to the intersection of Victoria Street East and Lock Street, former Village of Rosseau, now the Township of Seguin, District of Parry Sound, and part of the highway municipally known as Victoria Street West from the westerly limit of the Rosseau District Fire Hall to the intersection of Victoria Street West and Ash Street, former Village of Rosseau, now in the Township of Seguin, District of Parry Sound, be stopped up from the hour of 9:00 a.m. Saturday, October 7th, 2023, to the hour of 4:00 p.m. Saturday, October 7th, 2023.

2. **THAT** a fence be maintained as a temporary barricade at all ends of the said sections of the said highway during the times set out in paragraph 1. herein for this purpose.

3. **THAT** the Festival organizers ensure emergency vehicles have access to the area.

READ a FIRST, SECOND and THIRD TIME, PASSED and ENACTED this 5th day of September, 2023.

***Ann MacDiarmid,
Mayor***

***Craig Jeffery,
Clerk***

**Board &
Committee
Agendas &
Minutes**



The Corporation of the Township of Seguin

Finance Committee

Draft Minutes of August 1st, 2023

A meeting of the Township of Seguin Finance Committee was held August 1st, 2023 at the Township of Seguin Municipal Office Council Chambers.

The following Members were present:

- Jim Beatty, Chair (Council Chambers)
- Dan Hildebrandt (Council Chambers)
- Walter McCormick (videoconference)
- Wolfgang Mersch (Council Chambers)
- Craig Reith (Council Chambers)

Staff present:

- Jason Inwood, CAO (Council Chambers)
- Andrea Spinney, Deputy Clerk (Council Chambers)

Resolution No. 2023-019

Moved by: Wolfgang Mersch

Seconded by: Dan Hildebrandt

“**THAT** we do now convene this Regular Meeting of the Township of Seguin Finance Committee at 4:05 pm.”.

Carried

Approval of Agenda.

After the meeting was called to order, the Chair requested approval of the Agenda. The Agenda was approved as circulated.

Disclosure of Pecuniary Interest.

The Chair requested the disclosure of any possible pecuniary interests, none were declared.

Resolution No. 2023-020

Moved by: Craig Reith

Seconded by: Dan Hildebrandt

“THAT the Township of Seguin Finance Committee does hereby approve the Minutes of the Regular Meeting of the Committee held June 20th, 2023 as circulated.”.

Carried

The input submitted by Committee Members for the 2023 Strategic Plan was reviewed. The Committee focused their strategic plan discussion around what the strengths and weaknesses of the Township are and what would help to enhance the financial goals of the municipality. Staff will summarize the discussion points of the Committee and forward to the consultants, Planning Solutions Inc., involved in the development of the 2023 Strategic Plan.

Action Items:

- **Andrea Spinney to summarize the input discussed at the August 8th, 2023 Finance Committee meeting regarding the 2023 Strategic Plan and forward to the consultants, Planning Solutions Inc.**

The Committee discussed the 2024 Budget and a recommendation on a reasonable target for the 2024 tax rate. Craig Reith advised he is available to be the spokesperson for the Committee at the Council Meeting of August 8th, 2023.

Action Items:

- **Committee Members to forward their recommendations on the 2024 budget and tax rate to Craig Reith for him to compile and present to Council at the August 8th, 2023 Council Meeting.**

Committee Members inquired on the status of the Draft Investment Policy. The CAO advised that the draft policy will be circulated to the Senior Management

team for their review and comment. A Committee Member requested information on the current interest rates that the Municipality is getting on investments.

Action Items:

- **CAO to obtain information on the current interest rates for the Municipality's investments.**

Items for Next Meeting

1. CAO's concepts/ideas, Committee to review.
2. Investment Policy, review feedback from Staff if it's been received and the current interest rates for the Municipality's investments.

Resolution No. 2023-021

Moved by: Walter McCormick

Seconded by: Craig Reith

"THAT the Township of Seguin Finance Committee does hereby adjourn at 5:05 pm to meet again on September 19th, 2023 at 3:00 pm or at the call of the Chair."

Carried

**Jim Beatty,
Chair**

**Andrea Spinney,
Deputy Clerk**



The Corporation of the Township of Seguin

Recreation and Culture Committee

Draft Minutes of Wednesday, July 19th, 2023

A meeting of the Township of Seguin Recreation and Culture Committee was held July 19th, 2023 at the Seguin Municipal Office Council Chambers and Electronic Participation.

The following Members were present:

- Janet Borneman, Chair (Council Chambers)
- Kristine Cameron (Council Chambers)
- Sue Coxhead (Council Chambers)
- Cathy Lucas (Council Chambers)
- Laurie McDonald (Council Chambers)
- Ken Adams, Councillor (Council Chambers)
- Terry Fellner, Councillor (videoconference)
- Gail Finnsen, Councillor (Council Chambers)

Staff present:

- Kara Duggan (Council Chambers)
- Donna McLeod (Council Chambers)

Regrets were received from:

- Terri Retzler
- Donald Sanderson

Approval of Agenda.

After the meeting was called to order, the Chair requested approval of the Agenda. The Agenda was approved as circulated.

Resolution No. 2023-022

Moved by: Sue Coxhead

Seconded by: Kristina Cameron

“**THAT** we do now convene this Regular Meeting of the Township of Seguin Recreation and Culture Committee at 7:05 pm and approve the agenda as circulated.”.

CARRIED

Disclosure of Pecuniary Interest.

The Chair requested the disclosure of any possible pecuniary interests, none were declared.

Resolution No. 2023-023

Moved by: Ken Adams

Seconded by: Laurie McDonald

“**THAT** the Township of Seguin Recreation and Culture Committee does hereby approve the Minutes of the Committee Meeting June 21st, 2023 as circulated.”.

CARRIED

Canada Day – Recap

Sue Coxhead submitted a report to the Seguin Recreation and Culture Committee to review. The event went over very well, the weather was perfect. Sue Coxhead has ideas for next years Canada Day Celebration. There was an issue with the BBQ but were able to borrow one for this event.

Action Items:

- **The Seguin Recreation and Culture Committee will forward a request to Dominique O’Brien (Director of Community Services) recommending the Township of Seguin purchase a good quality BBQ be purchased for Christie, Humphrey, and Rosseau. Janet Borneman informed the Seguin Recreation and Culture Committee that Foley has a good BBQ already.**
- **Donna McLeod will forward the minutes to Dominique O’Brien pointing out this action item.**
- **Ken Adams will work with Dominique O’Brien on the request.**

Veterans Banners – Update

Gail Finnson informed the Seguin Recreation and Culture Committee that there is nothing new and no one has reached out to her. Craig Finnson believes there are a lot of veterans in Orrville. Tom MacLeod, Dominique O'Brien have been working with the MTO, along with Gail Finnson working with Graydon Smith's office to hang banners on MTO highways. MTO are on board, just a few details need to be worked out. If someone wants them in their own community on their own highway Gail Finnson is happy to set them up and give them all the material, they will need but someone needs to know the veterans.

Action Items:

- **Gail Finnson will ask Valerie Iancovich to post something on the Facebook page to say if family members in Seguin would like to honor their veterans, they can reach out to Craig Finnson.**
- **Gail Finnson will speak to Darren O'Brien as he seems very interested in the project.**

Rosseau Classic Cruise – Update

Laurie McDonald informed the Seguin Recreation and Culture Committee that there is no further update. The event is well on its way.

Action Items:

- **Laurie McDonald will submit expenses of the committee members for reimbursement and the Seguin Recreation and Culture Committee does require their budget.**
- **Donna McLeod will give Laurie McDonald an expense form which she can pass on to members.**

Rosseau Pumpkin Festival – Update

Laurie McDonald informed the Seguin Recreation and Culture Committee that the same volunteer Sue Margeson has offered to run this event again this year and reporting for it will come through Dominique O'Brien. Sue Margeson has sent an email asking about the budget, booking the hall, etc.

Action Items:

- **Janet Borneman will respond to Sue Margeson's email letting her know how much is in the kitty.**
- **Janet Borneman will speak to Sue Margeson letting her know the Seguin Recreation and Culture Committee does need her budget and committee members which might be submitting expenses.**
- **Sue Margeson will book the hall with Kara Duggan.**
- **Gail Finnson will help out with the Rosseau Pumpkin Festival.**

Halloween Haunt – Update

Dominique O'Brien has asked Gail Finnson to bring this item to the Seguin Recreation and Culture Committee as it was a great event last year and she would like to see this event run again this year. Gail Finnson would like to see a working group. She is hoping Terri Retzler will offer to run this event. Terri Retzler has experience in hosting Halloween. If Gail Finnson gets someone to head this event up, she would be happy to help along with Kristine Cameron, Ken Adams and Dominique O'Brien. This event will be hosted in Humphrey. Kara Duggan gave a summary of events which took place at this event.

Action Item:

- **Janet Borneman will contact Terri Retzler to see if she would be interested in heading this event up.**

Christmas Concert – Update

Laurie McDonald informed the Seguin Recreation and Culture Committee that Creative Hands will be looking after the concert in Rosseau. They will be meeting in September to plan a night. The Rosseau caroling will be on Thursday, December 21st, 2023 (the longest night of the year) and whether those two events will be coordinated or not.

At this point Janet Borneman asked Terry Fellner if he had a date for the turkey dinner. Terry Fellner is looking at dates, but nothing is concrete yet.

Janet Borneman was wondering if the two events could be connected. Unfortunately, the two events will be at different Community Centre's.

Action Items:

- **Terry Fellner will schedule a working group meeting on Thursday, August 10th, 2023 for 7:00 pm at the Foley Community Centre.**
- **Janet Borneman, Gail Finnon, Kristine Cameron, Kathy Lucas and Ken Adams will attend the working group meeting.**
- **Kara Duggan will book the Otter Lake room Foley Community Centre.**

Parry Sound Santa Claus Parade – Update

Dominique O'Brien will spear this event up. There is no further information at the time but will share more details as they become available.

Annual Calendar

The Seguin Recreation and Culture Committee updated their calendars with upcoming events. They would like to see an event at each Community Centre's each month.

Action Item:

- **Janet Borneman has asked the Seguin Recreation and Culture Committee members to send a list of their ideas to host events to Donna McLeod by August 6th, 2023 to attach to the next agenda package.**

Financial – Update

Janet Borneman had asked Michele Fraser if she could have something for us now that we have figured out what has been set for special events and what is going in the community pot so we can see where we are at. Going forward we will have an update monthly. There was to be money earmarked for Canada Day and the Christmas Concert which is not showing on the statement.

Action Items:

- **Laurie McDonald will look back at the RCAC and see if there were any monies in the budget for the Childrens Christmas Concert.**
- **Janet Borneman will ask for clarification on Canada Day Budget and the annual budget.**

Other Business

Janet Borneman asked the Seguin Recreation and Culture Committee if there was any other business to discuss. There was no other business.

Resolution No. 2023-024

Moved by: Kristina Cameron

Seconded by: Terry Fellner

“**THAT** the Township of Seguin Recreation and Culture Committee does hereby adjourn at 8:00 pm to meet again on Wednesday, August 16th, 2023 at 7:00 pm or at the call of the Chair.”.

CARRIED

**Janet Borneman,
Chair**

**Donna McLeod,
Clerk’s Dept.**

**West Parry Sound Recreation and Cultural Centre Board
Open Meeting Agenda – July 26, 2023**

Date: July 26, 2023
Time: 7:00 PM
Location: via Zoom Video Conference

1. Agenda:

1.1 Additions to Agenda

1.2 Approval of Agenda

That the Agenda for the July 26, 2023 West Parry Sound Recreation and Cultural Centre Board is hereby approved as circulated.

1.3 Declaration of Pecuniary Interest

1.4 Approval of Minutes

That the Minutes of the June 14, 2023 West Parry Sound Recreation and Cultural Centre Board are hereby approved as circulated

2. Presentations/Delegations/Correspondence – N/A

3. Business

3.1. Chair's Report – Verbal Update

3.2 Directors, Officers and General Liability Insurance

Submitted by: Steering Committee

Resolution:

That the insurance renewal from BFL Canada Inc. through Lloyds of London for insurance coverage for Directors, Officers and General Liability be ratified.

3.3 Fundraising Team Report – Verbal Update

3.4 Release of Confidential Closed Meeting Information to Board Members' Respective Councils in Closed Meeting

Spokesperson: Mayor David Moore, McKellar

4. Adjournment, and Move to Closed Meeting

After the Open Meeting, the Board will move to a meeting closed to the public per the following resolution:

THAT pursuant to Section 239(2) and (3) of the Municipal Act, S.O. 2001, c.25, as amended, the West Parry Sound Recreation and Cultural Centre Board moves

**West Parry Sound Recreation and Cultural Centre Board
Open Meeting Agenda – July 26, 2023**

to a meeting closed to the public in order to address matters pertaining to:

c) a proposed or pending acquisition or disposition of land for municipal or local board purposes, **(negotiations regarding acquisition of property for Project)**

k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board, **(ICIP Transfer Payment Agreement Negotiations – Project Scoping)**

West Parry Sound Area Recreation and Cultural Centre Board Open Meeting Report

Meeting Date: July 26, 2023

Report Title: Directors, Officers and General Liability Insurance

Submitted by: Steering Committee

Purpose of Report:

To recommend the ratification of general liability and Directors and Officers insurance coverage for the West Parry Sound Recreation and Cultural Centre Board.

Resolution

That the insurance renewal from BFL Canada Inc. through Lloyds of London for insurance coverage for Directors, Officers and General Liability be ratified.

Background:

The West Parry Sound Recreation and Cultural Centre Board was created on September 10, 2021, with the execution of the Partnership Agreement between the six area municipalities. The board directed staff obtain insurance coverage.

BFL provided the following coverage for both General Liability and Directors and Officers Liability.

- \$5,000,000 General liability policy
- \$5,000,000 Errors & Omissions Liability
- \$25,000 deductible per occurrence/claim
- \$15,000 annual premium, plus RST

The policy runs from July 2023 to July 2024. As the project moves from design through construction and into operation the Board's need for insurance will change.

Financial Impact:

The premium for the insurance coverage is \$15,000. The premium has not increased from the previous term.

**West Parry Sound Recreation and Cultural Centre Board
Open Meeting Minutes – July 26, 2023**

Date: July 26, 2023
Time: 7:03 PM
Location: via Zoom Video Conference

Members Present:

Chair Donald Sanderson
Carling Councillor Al Doubrough
McDougall Mayor Dale Robinson
McKellar Mayor David Moore
Parry Sound Mayor Jamie McGarvey
Seguin Councillor Terry Fellner

Steering Committee Members Present

Archipelago CAO John Fior
Carling CAO Kevin McIlwain
McDougall CAO Tim Hunt
McKellar Clerk Administrator Ina Watkinson
Seguin CAO Jason Inwood

Alternate Members Present:

Archipelago Councillor Tom Lundy
Carling Mayor Susan Murphy
McKellar Councillor Debbie Zulak
Parry Sound Councillor George Ashford
Seguin Mayor Ann MacDiarmid

Staff Present:

Recording Clerk Rebecca Johnson

Guests Present:

Gordon & Gordon Group Inc. Principal Andy Gordon
CS&P Architects Principal Susan Lewin
CS&P Architects Senior Associate Saeed Sadeghi
Ball Construction, Gary Hauck
Fundraising Co-Chair Richard Culverwell

1. Agenda:

1.1 Additions to Agenda

Mayor Robinson requested that an item regarding financial reports be added to the Agenda.

1.2 Approval of Agenda

Moved by Mayor Robinson Seconded by Councillor Lundy

That the Agenda for the July 26, 2023 West Parry Sound Recreation and

**West Parry Sound Recreation and Cultural Centre Board
Open Meeting Minutes – July 26, 2023**

Cultural Centre Board is hereby approved as circulated.

Carried

1.3 Declaration of Pecuniary Interest – N/A

1.4 Approval of Minutes

Moved by Mayor McGarvey Seconded by Councillor Fellner
That the Minutes of the June 14, 2023 West Parry Sound Recreation and
Cultural Centre Board are hereby approved as circulated.

Carried

2. Presentations/Delegations/Correspondence – N/A

3. Business

3.1. Chair's Report

Chair Sanderson noted with appreciation the Steering Committee's work in conjunction with the project management team, architects and fundraising team towards project milestones.

3.2 Directors, Officers and General Liability Insurance

Submitted by: Steering Committee

Resolution 2023 – 12

Moved by Mayor McGarvey Seconded by Councillor Fellner

That the insurance renewal from BFL Canada Inc. through Lloyds of London for insurance coverage for Directors, Officers and General Liability be ratified.

Carried

3.3 Fundraising Team Report – Verbal Update

Fundraising Team Chair Mayor MacDiarmid reported that once there has been a public reveal on the building design, timeline and location, the team will gear up to raise the \$5m in capital, with someone in the wings for \$2m in naming rights.

T-shirt sales continue at local events to build awareness, and a fundraising long-distance swim is being scheduled at Oastler Lake on Sunday, August 27th.

Mayor MacDiarmid said that \$49,000 was not included in the Financial Report circulated after the Agenda, representing \$40,895 raised by previous pool fundraising groups, and \$8,148 from the Township of Seguin as excess campaign funds raised in the 2022 municipal election.

**West Parry Sound Recreation and Cultural Centre Board
Open Meeting Minutes – July 26, 2023**

3.4 Release of Confidential Closed Meeting Information to Board Members' Respective Councils in Closed Meeting

Spokesperson: Mayor David Moore, McKellar

Mayor Moore requested that the Board approve that members be permitted to share confidential information discussed in closed Board meetings with their respective Councils in closed Council meetings. Mayor Moore noted that if things change in the future, with for example a need to go back to municipalities for funding or other decisions, it would be helpful to have Councils kept up to date as decisions are being made by the Board.

Resolution 2023 - 13

Moved by Mayor Moore

Seconded by Councillor Doubrough

That the Board hereby approves that information shared in Confidential closed Meetings of the Board may be shared by members with their respective Councils in Closed Council Meetings.

Carried

Councillor Doubrough requested that a communication piece be developed and released to the public with an update on the project status. Chair Sanderson responded that this would be taken up by himself as Chair, working with the communications officer to produce such a document.

3.5 Financial Reports

Mayor Robinson requested that financial statements be provided at each Board meeting as a regular standing item. Seeing no opposition from Board members to the request, Chair Sanderson responded this would commence with the next meeting.

4. Adjournment, and Move to Closed Meeting

The Board moved to a meeting closed to the public per the following resolution:

Resolution 2023 – 14

Moved by Councillor Fellner

Seconded by Councillor Lundy

THAT pursuant to Section 239(2) and (3) of the Municipal Act, S.O. 2001, c.25, as amended, the West Parry Sound Recreation and Cultural Centre Board moves to a meeting closed to the public in order to address matters pertaining to:

c) a proposed or pending acquisition or disposition of land for municipal or local board purposes, **(negotiations regarding acquisition of property for Project)**

k) a position, plan, procedure, criteria or instruction to be applied to any

**West Parry Sound Recreation and Cultural Centre Board
Open Meeting Minutes – July 26, 2023**

negotiations carried on or to be carried on by or on behalf of the municipality or local board, **(ICIP Transfer Payment Agreement Negotiations – Project Scoping)**

Carried

Chair Sanderson adjourned the Open Meeting at 7:19 PM and moved to Closed Meeting.

Correspondence

Link to the [Association of Municipalities of Ontario \(AMO\) - Communications](#)

Link to the [Municipal Property Assessment Corporation \(MPAC\)
InTouch Newsletters](#)

Link to the [North Bay Parry Sound District Health Unit \(NBPSDHU\) - Communications](#)

Link to the [Ontario Good Roads Association \(OGRA\) - Communications](#)

Link to the [Ontario Heritage Trust - Communications](#)

Link to the [Labour Market Group – Communications](#)

Link to the [CENGN](#) Communications

Link to the [Federation of Ontario Cottagers' Associations \(FOCA\) - Communications](#)

Andrea Spinney

Subject: FW: MPAC Assessments and the July 8th Toronto Star Article

Ann MacDiarmid
Mayor



☎ phone: (705) 732-4300
| toll free: (877) 473-4846
✉ annmacdiarmid@seguin.ca 🌐 www.seguin.ca
📍 5 Humphrey Drive, Seguin ON P2A 2W8

Begin forwarded message:

From: Carmelo Lipsi <carmelo.lipsi@mpac.ca>
Date: July 11, 2023 at 2:43:48 PM EDT
To: Ann MacDiarmid <annmacdiarmid@seguin.ca>
Subject: MPAC Assessments and the July 8th Toronto Star Article
Reply-To: Carmelo Lipsi <carmelo.lipsi@mpac.ca>



MUNICIPAL PROPERTY ASSESSMENT CORPORATION

Dear Mayor MacDiarmid,

You may have seen an article about MPAC, entitled "[Is Your Property Tax Fair?](#)" in the July 8th edition of the Toronto Star. We understand you may have questions about the article, and I would like to take this opportunity to set the record straight.

The Toronto Star's findings, related to MPAC assessments, paint an inaccurate picture of property valuations in the City of Toronto. We unequivocally disagree with the study's findings and have significant concerns about the methodology the Star used to draw the published conclusions. The results published by the Star with respect to property assessments are fundamentally flawed and misleading to property owners.

Since property assessments in Ontario are used to distribute property taxes, we understand it is essential for properties to be assessed accurately. This ensures property owners pay their fair share of property taxes, regardless of their property's market value.

Property owners in Toronto and across Ontario can be confident in MPAC's assessments because we are focused on getting it right. We follow the highest industry standards and best practices. Our assessments are tested against international standards, reviewed by third-party evaluators, and have consistently met or surpassed the standards.

Last year, MPAC's Office of the Quality Service Commissioner (OQSC) completed a Vertical Equity Review, which is essentially a review of the fairness of MPAC assessments. It concluded that there is no evidence of systemic vertical inequity in the 2016 residential assessed values – that the assessments are, indeed, fair. For the City of Toronto specifically, the OQSC found no instances of regressivity beyond the tolerance levels set out by the international standard. You can read the [Vertical Equity Review](#) on mpac.ca.

That review is just one of the ways MPAC makes sure we are checking our work for fairness and accuracy. MPAC has transformed as an organization over the past 20 years. We are more transparent and more accessible than ever. We are passionate about this work and committed to improving our methodology to serve property owners in Ontario.

Property owners with questions about their assessments are encouraged to visit the AboutMyProperty online portal at mpac.ca to learn more about how their property was assessed, view the information we have on file and compare their property to others in their neighbourhood.

Property owners can also call our customer service line at 1-866-296-6722, where we have experts available to answer questions or provide information about how to submit updated information about their property.

We are eager to work with municipal leaders, partners and other stakeholders to provide information on how properties are assessed and the difference between MPAC assessments and property taxes.

If you have questions or would like more information, please reach out to your local [Municipal and Stakeholder Relations Account Manager](#).

Sincerely,

Carmelo Lipsi
Vice President, Valuation & Customer Relations
Chief Operating Officer

mpac.ca
Municipal Property Assessment Corporation
1340 Pickering Parkway, Suite 101 L1V 0C4



52 Seguin Street, Parry Sound, Ontario P2A 1B4
Tel: (705) 746-2101 • Fax: (705) 746-7461 • www.parrysound.ca

**Notice of a Complete Application and Public Meeting
Minor Variance Application No. A23-05 (Alias Inc.)
5-7 Albert Street (Roll Nos. 4932-050-002-14100/14200)**

The Committee of Adjustment for Minor Variances will hold an electronic public meeting on **Wednesday August 23, 2023 at 6:00 PM** pursuant to Section 45 of the Planning Act.

This letter is for your information only. Persons receiving this notice are under no obligation to attend the hearing unless they so desire. Signed written submissions will be accepted by the Manager of Planning prior to the hearing. Such written submissions will be made available prior to the hearing by any interested person.

MEMBERS OF THE PUBLIC wishing to comment are **strongly encouraged** to make a **written submission** anytime prior to the hearing by email mmorrison@parrysound.ca. Members of the public wishing to make **oral submissions** to the Committee may do so through *Zoom*. The meeting will be an electronic meeting, please contact the undersigned if you wish to participate in the meeting.

ADDITIONAL INFORMATION on the proposed application can be obtained by contacting the undersigned.

THIS NOTICE has been circulated to all property owners within 60 metres of the subject property and to appropriate persons and public bodies according to Ontario Regulation 200/96 under the *Planning Act*. If you wish to be notified of the decision of the Town of Parry Sound on the proposed minor variance application, you must make a written request to the undersigned.

A copy of the decision of the Committee will be sent to the applicant and each person who appeared in person or by counsel at the hearing or who filed with the Secretary-Treasurer. A written request is required for a notice of the decision. Such written requests will entitle you to be advised of a possible Ontario Land Tribunal Hearing (OLT).

If you are the owner of any land that contains seven or more residential units, please post this notice in a location which is visible to all residents.

Explanation of the Purpose and Effect of the proposed Minor Variance Application:

The minor variance application was submitted in order to facilitate the construction of a commercial medical building.

If approved, the application would permit a reduction in parking space dimension of 2.75 metres by 6.0 metres instead of the required 3.0 metres by 6.0 metres.

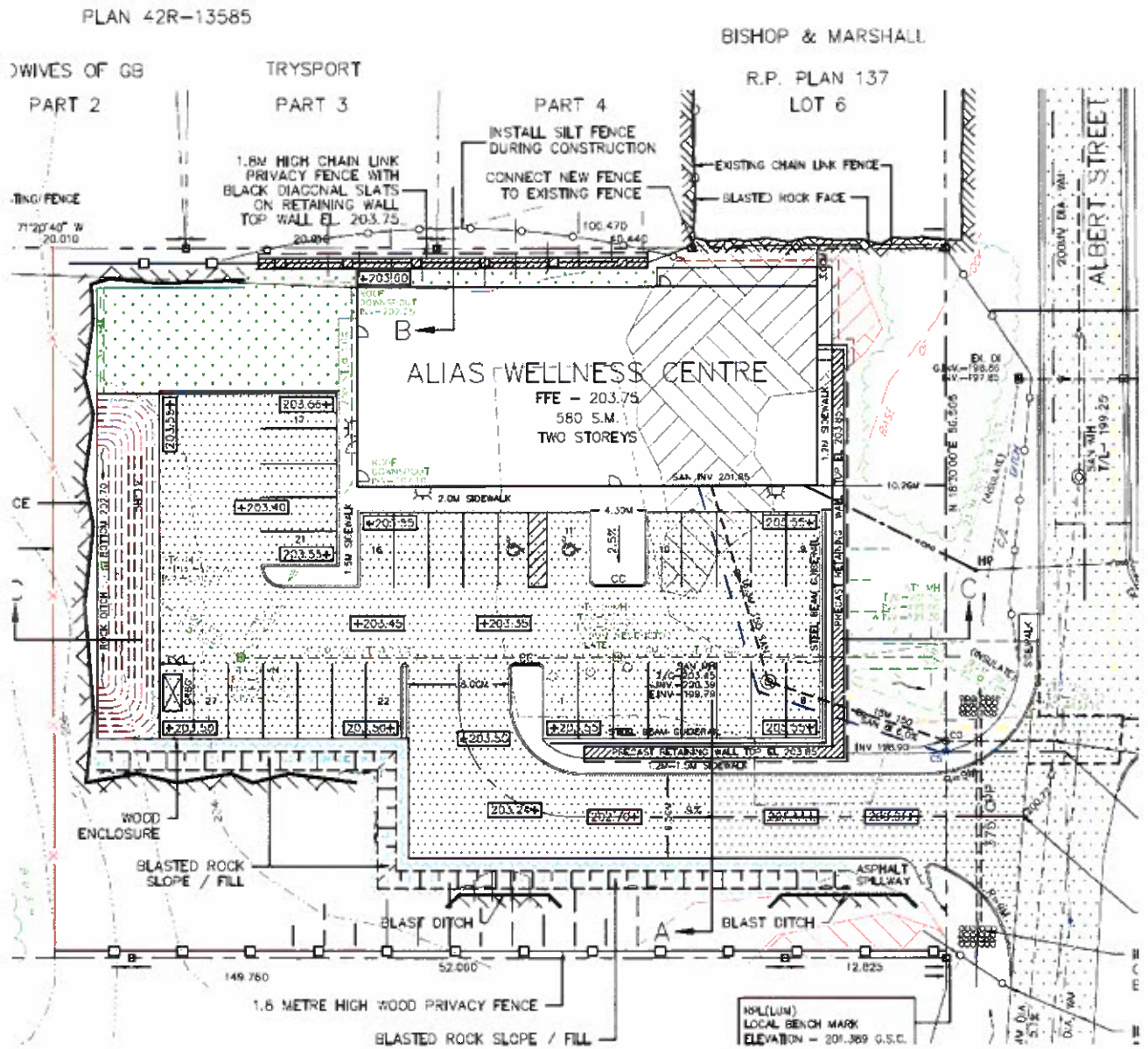
Dated at Parry Sound this **4th of August, 2023**

Committee of Adjustment
Jeremy Rand
Manager of Planning, Town of Parry Sound
52 Seguin Street, Parry Sound, Ontario P2A 1B4
Telephone: (705) 746 2101 ext. 223
Fax: (705) 746 7461
E-mail: jrand@townofparrysound.com

Location Map:



Application Sketch:



Donna McLeod

From: info
Sent: August 3, 2023 10:22 AM
To: Donna McLeod
Subject: FW: Township of Voting is Open, Support Local Businesses

Categories: Correspondence

From: Parry Sound Area Chamber of Commerce <info@parrysoundchamber.ccsend.com> **On Behalf Of** Parry Sound Area Chamber of Commerce
Sent: Thursday, August 3, 2023 10:18 AM
To: info <info@seguin.ca>
Subject: Township of Voting is Open, Support Local Businesses



Parry Sound Area
Chamber of Commerce



HEY PARRY SOUND AREA!!!

Don't Forget.....

2023 Business Excellence Awards

VOTING IS NOW OPEN

Vote **NOW** for your favorite business in each category

Let's get our businesses recognized for all their hard work this year!

Voting is open until August 23, 2023



2023

**Business Excellence
Awards**

VOTING IS OPEN

**Vote NOW for your favorite
business in each category.**

**SUPPORT
LOCAL
BUSINESSES**

Vote Now

Save The Date

Business Excellence Awards Aboard

the Island Queen Sept 22nd 2023



Join Us

BUSINESS EXCELLENCE AWARDS



FRIDAY, SEPTEMBER 22, 2022

5:00 PM - 8:00 PM

This Year's Awards Are:

- **BUSINESS OF THE YEAR**
- **GROWTH AND INNOVATION AWARD**
- **ENTREPRENEUR OF THE YEAR AWARD**
- **COMMUNITY SPIRIT AWARD**
- **PRESIDENT'S CHOICE AWARD**
- **PEOPLE'S CHOICE AWARD**
- **CHAMBER CHAMPION AWARD**
- **OUTSTANDING CUSTOMER SERVICE AWARD**

ABOARD THE ISLAND QUEEN

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Parry Sound Area Chamber of Commerce



Conseil scolaire public
du Nord-Est de l'Ontario
cspne.ca



THANK YOU TO OUR SPONSORS
For Supporting our
Local Businesses & the
2023 Business Excellence Awards



Parry Sound Area Chamber of Commerce

21 William Street, Parry Sound ON P2A 1V2

705-746-4213

manager@psachamber.ca

www.psachamber.ca

Parry Sound Area Chamber of Commerce | 21 William St., Parry Sound, P2A 1V2 Canada

[Unsubscribe info@sequin.ca](mailto:info@sequin.ca)

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Sent by manager@psachamber.ca powered by



Donna McLeod

From: info
Sent: August 8, 2023 10:41 AM
To: Donna McLeod
Subject: FW: Township of Discounts and Savings

Categories: Correspondence

From: Parry Sound Area Chamber of Commerce <info@parrysoundchamber.ccsend.com> **On Behalf Of** Parry Sound Area Chamber of Commerce
Sent: Tuesday, August 8, 2023 10:15 AM
To: info <info@seguin.ca>
Subject: Township of Discounts and Savings



**DISCOUNTS, SAVINGS,
PERKS**

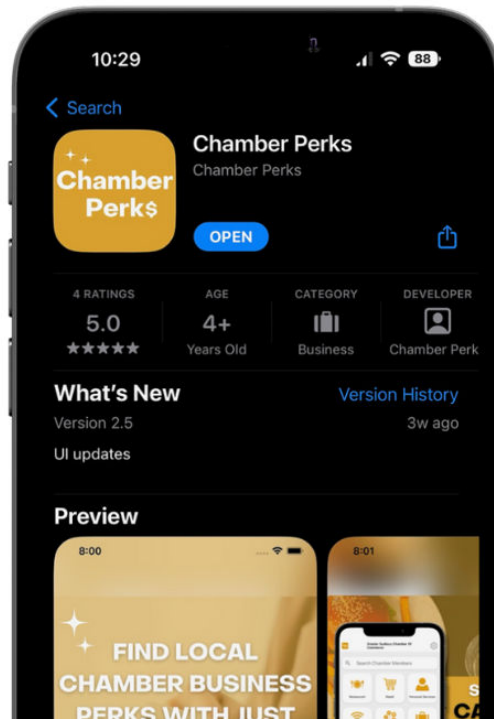
The Parry Sound Area Chamber of Commerce

Chamber PERKS APP

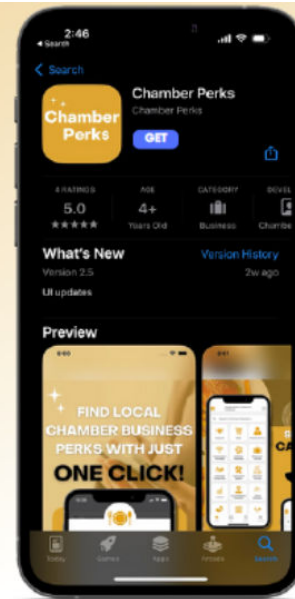
DOWNLOAD & **SAVE!**

The **Chamber Perks App** is **free** with your company's chamber membership.

It is a fast and easy way for you to shop and **save money!**



USE THE FREE **CHAMBER PERKS APP** AS A MARKETING TOOL TO INCREASE SALES, GROW YOUR NETWORK, AND INCREASE YOUR COMPANY'S BRAND AWARENESS!



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Extend the reach of your company's perks beyond your local chamber. The app allows users to switch between chambers in other cities to view member companies profiles. Your company and employees can also redeem perks from all participating chambers members.



SET UP A PRIVATE EMPLOYEES' PERK

Use the app as an easy way to set up and manage your own company's private employees' perks.

**Need help accessing your
Chamber PERKS for your business?**

Contact the Parry Sound Area Chamber of Commerce

705-746-4213 or email manager@psachamber.ca

Learn More About the Chamber PERKS App



Parry Sound Area Chamber of Commerce

21 William Street, Parry Sound, ON P2A 1V2

705-746-4213

manager@psachamber.ca

www.psachamber.ca

Parry Sound Area Chamber of Commerce | 21 William St., Parry Sound, P2A 1V2 Canada

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Sent by manager@psachamber.ca powered by



Donna McLeod

From: info
Sent: August 15, 2023 10:07 AM
To: Donna McLeod
Subject: FW: Township of Chamber August Newsletter

From: Parry Sound Area Chamber of Commerce <info@parrysoundchamber.ccsend.com> **On Behalf Of** Parry Sound Area Chamber of Commerce
Sent: Tuesday, August 15, 2023 9:45 AM
To: info <info@seguin.ca>
Subject: Township of Chamber August Newsletter





New Parry Sound Area Municipal Airport Runway



Well done Hall Construction



Local Events, Funding & Program Opportunities

[**August Newsletter Read Here**](#)

The Parry Sound Area Chamber of Commerce is very excited to present our twelfth published **FLIP BOOK**

Check us out on Social Media



Join the Chamber: Chamber Benefits

Parry Sound Area Chamber of Commerce | 21 William Street, Parry Sound, P2A 1V2 Canada
705-746-4213

[Unsubscribe info@sequin.ca](mailto:info@sequin.ca)

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Sent by manager@psachamber.ca powered by



August 9, 2023

Greetings,

Today, I am writing to provide you with an update on recent decisions made by the province to modernize Ontario's environmental assessment (EA) program.

Moving to a Project List under the *Environmental Assessment Act*

A key element of the EA modernization initiative is identifying projects that should be subject to EA requirements in a regulation. The move to a project list approach is a shift from the current framework where environmental assessment requirements are based mainly on who is undertaking the project.

In November 2021, the ministry began consultation on a proposal for the projects that would require a comprehensive EA and related actions, and the ministry is now proceeding with certain policy elements from the 2021 proposal. Specifically, the ministry has made amendments to three regulations and updated two related guides, as further described below. The changes will simplify processes and provide new exemptions. The remaining elements of comprehensive EA projects regulation proposal and related actions are under consideration.

In March 2023, the ministry updated the Moving to a Project List Environmental Registry posting with a revised proposal. The revisions to the proposal do not relate to the policy elements discussed within this update.

Amendments to Certain Regulations under the *Environmental Assessment Act*

Amendments to three regulations under the *Environmental Assessment Act* have been approved, and related actions have been taken, implementing certain policy elements of the proposal [Moving to a project list approach under the Environmental Assessment](#)

[Act:](#)

- The Waste Management Projects Regulation (Ontario Regulation 101/07) was amended to change the environmental assessment requirements for certain landfill expansion projects and to make the minister the decision-maker for a request to elevate a waste management project following the streamlined environmental assessment process to an individual environmental assessment

- The Transit Projects and Metrolinx Undertakings (Ontario Regulation 231/08) was amended to authorize the minister to amend or revoke conditions previously imposed in a notice given by the minister to allow the proponent to proceed with a transit project.
- The General Regulation (Ontario Regulation 334) was amended to expand the current exemption for Crown undertakings (activities) related to land claim settlements to include those Crown undertakings related to any settlement of the Algonquins of Ontario Land Claim.
 - The Algonquin Land Claim Declaration Order was also amended to align with the exemption in the regulation.

Updated Guide to Environmental Assessment Requirements for Waste Management Projects

The Guide to Environmental Assessment Requirements for Waste Management Projects ([Waste Guide](#)) has been updated to reflect amendments to the environmental assessment requirements set out in Ontario Regulation 101/07, and to make other administrative updates. The changes include:

- Updating the EA requirements for certain landfill expansion projects.
- Making the minister the decision-maker in relation to elevation requests.
- Updating the regulatory terminology and description of EA requirements in light of recent amendments to the Regulation related to thermal treatment, to include advanced recycling and the resulting recovery of materials, and identifying information to be included when undertaking the Environmental Screening Process for an advanced recycling (thermal treatment) project.
- Administrative updates recognizing the Guide was last updated in 2007.

Updated Guide to Environmental Assessment Requirements for Electricity Projects

The Guide to Environmental Assessment Requirements for Electricity Projects ([Electricity Guide](#)) has been updated to change the decision-making authority for elevation requests for electricity projects and make other administrative updates to reflect changes since the guide was last updated. The changes include:

- Adding information to Section A.6.2.3 (Consultation with Indigenous Communities) of the guide to align with the Waste Guide, including in relation to the Crown's duty to consult, contacting the ministry for a list of Indigenous communities for consultation, and documenting the consultation process.
- Updating the ministry's name to "Ministry of the Environment, Conservation and Parks".
- Updating the thresholds for transmission line projects that determine the type of environmental assessment process required.

The regulations were filed and came into force on August 8, 2023 and the updated guides are in effect (posted to the Environmental Registry website on August 8, 2023).

Further details of the amendments to the three regulations and related actions and copies of the updated guides are available on the Environmental Registry of Ontario ([ERO 019-4219](#)). Details about the regulatory amendments made with respect to advanced recycling are available here ([ERO 019-4867](#)). More information on our other efforts to modernize the EA program can also be found at: [Modernizing Ontario's environmental assessment program.](#)

Please do not hesitate to contact my team at EAModernization.mecp@ontario.ca if you have any comments or questions.

Sincerely,



Annamaria Cross
Director, Environmental Assessment Modernization
Ministry of the Environment, Conservation and Parks

Donna McLeod

From: Craig Jeffery
Sent: August 9, 2023 2:55 PM
To: Donna McLeod
Subject: FW: How is the Health of Eastern Georgian Bay?

Categories: Correspondence

From: Georgian Bay Biosphere <info@gbbr.ca>
Sent: Wednesday, August 9, 2023 2:45 PM
To: Craig Jeffery <cjeffery@seguin.ca>
Subject: How is the Health of Eastern Georgian Bay?

[View this email in your browser](#)

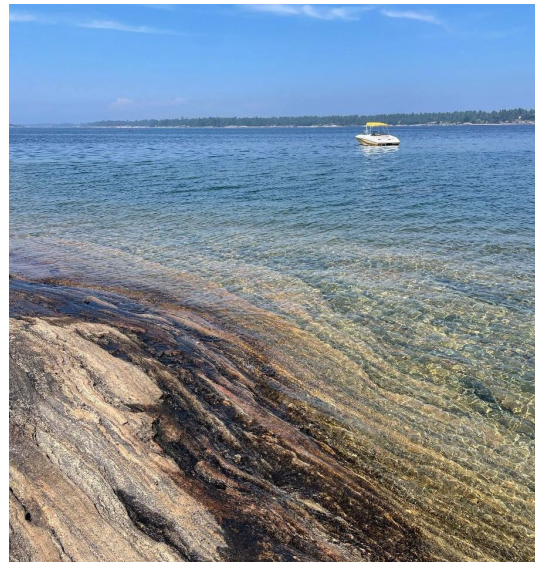
State of the Bay



New *State of the Bay* report uses science & storytelling to understand environmental changes.

The *State of the Bay* report provides an overview of the health of eastern Georgian Bay, sharing information about key issues and threats to water, wetlands, and wildlife.

The newest edition also shares Indigenous cultural perspectives that are provided by those whose ancestors are the original caretakers of this territory in Mnidoo-gamii, Georgian Bay.

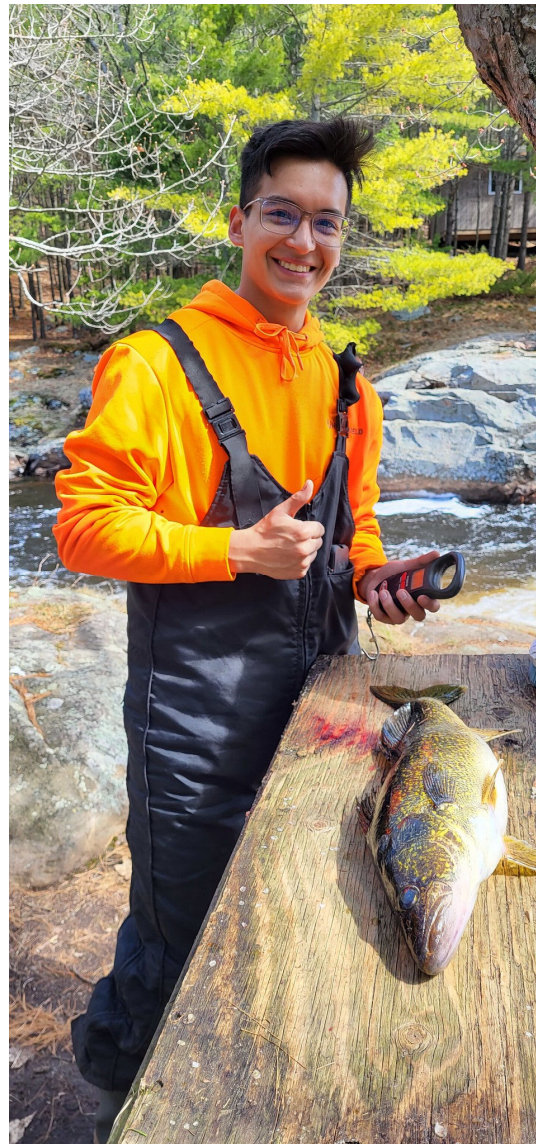


[Learn More](#)

What did the 2023 *State of the Bay* report find?

While eastern Georgian Bay faces many of the same threats as other areas of the Great Lakes, it has regional differences and varying trends across environmental indicators. High level findings include:

- Unprecedented loss of the nutrient phosphorus in offshore waters, affecting the entire food web.
- Invasive species have removed key nutrients from the water, reducing the amount of food available for native species.
- Some fish populations are struggling while others are thriving.
- Climate change affects all aspects of the ecosystem, and creates the need for urgent action.



Read the report to understand the changes scientists have observed and what Indigenous perspectives can help us learn.

[Read the State of the Bay Here](#)

Stewardship stories show ways to help!

In the magazine you will read about the many stewardship programs that are actively contributing to the protection and restoration of eastern Georgian Bay, and how you can get involved. Over a dozen programs and resources are profiled, including:

- Citizen science monitoring
- Using iNaturalist to report flora and fauna
- Reporting locations of invasive species
- Controlling the spread of *Phragmites*
- Reporting turtles on roads
- Joining a Climate Action Group
- Monitoring water quality



[Get Involved](#)

Find a *State of the Bay* report near you!

The latest issue is available FREE throughout the region and for download at stateofthebay.ca. Visit a local business, municipal office, Band office, or marina near you!

If you would like copies for your business, please contact us:
705.774.0978.



Miigwech, thank you supporters and sponsors!

Generous financial support helped make this edition of *State of the Bay* possible! Thank you to The Echo Foundation, The McLean Foundation, the Government of Ontario, Environment and Climate Change Canada, and the following sponsors:

Ballentine Construction
Boyd Real Estate Team
Cedarland Homes Ltd.
Coolearth Architecture Ltd.
Crofter's Organic
Desmasdon's Boat Works
Georgian Bay Association
Georgian Bay Forever

Georgian Bay Land Trust
Lakeland Networks
Northern Living Kitchen and Bath
Parry Sound Marine
Parry Sound Rona
Phillips Team Real Estate
Point Pleasant Marina
Shawanaga First Nation
Sound Boat Works

And a very special thank you to our Leading and Premier Sponsors for their support and commitment to protecting Georgian Bay:



Iron City Fishing Club



Seguin
Township

Individual and corporate donations have also helped make *State of the Bay* possible! Thank you to all of you who have contributed over the years. We are truly grateful!



United Nations
Educational, Scientific and
Cultural Organization



**GEORGIAN BAY
BIOSPHERE**
MNIDOO GAMII
Spirit of the Water

Donate

WE ARE A REGISTERED CANADIAN CHARITY: # 87100 1335 RR 001



The Georgian Bay Mnidoo Gamii Biosphere is situated in the traditional territory of many nations including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples, and is now home to many diverse First Nations, Inuit and Métis peoples. Its boundaries fall within the Robinson-Huron Treaty of 1850 and the Williams Treaty of 1923. Traditional names for Georgian Bay include: 'Mnidoo Gamii' (Spirit Lake) and 'Waaseyaagami-wiikwed' (Shining Waters Bay). We are grateful to Indigenous people in this area and acknowledge their ancestors as caretakers of the air, land, and water. We support the United Nations Declaration on the Rights of Indigenous Peoples in this territory and work towards respectful and reciprocal relationships. Miigwech.

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You are receiving this email because you signed up to receive updates from the Georgian Bay Biosphere, including newsletters.

Our mailing address is:

PO Box 662
Parry Sound, Ontario
P2A 2Z1 Canada

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August 2023
Parry Sound Area Founders Circle

PARRY SOUND AREA FOUNDERS AWARDS APPLICATION IS OPEN

YOU COULD WIN \$10,000 OR \$5,000

The Parry Sound and Area Founders Circle is looking for businesses or entrepreneurs with promising new business ideas to enter the 2023 Founders Choice Awards competition.

“We are excited to launch the 2023 edition and help businesses in the Parry Sound area get to the next level,” says Nicole Boyd, of Royal LePage Team Advantage Realty, Brokerage, who is co-chairing the Parry Sound and Area Founder’s Board with Peter Istvan, of Peter Istvan Photography.

The Founders Choice Awards is accepting applications until October 31st, 2024. Participants have a chance to win the Grand Prize of \$10,000 or the Second Prize of \$5000.

What is the Parry Sound Area Founder’s Circle?

- The Parry Sound Area Founders Circle are community leaders, entrepreneurs, and business leaders who have invested funds as prizes to be awarded to individuals or groups with innovative ideas that will help improve the local economy throughout the District of Parry Sound. In addition to being involved in the review and selection of the Awards, the Founders aim to provide significant assistance to all finalists with video production, marketing, mentorship, and introduction to investors.
- The Parry Sound Area Founders Circle is lead by an Executive Committee, of Peter Istvan, Chair, Nicole Boyd, Co-Chair, and Clayton Harris, Selection Committee Chair.

Application Information and Founder Meet at Greet

- Monday, Sept 18th, 5:30 to 6:30 pm, at Trestle Brewing
- Purpose: Get together for Founders, and for potential applicants to come and ask any questions

Working with Venture Bay Studio

- Pleased to announce that Canadore College’s Venture Bay Studio will be covering the costs of professional headshots for Founders/Applicants, and the promo videos of the finalists.
- Many thanks Jenn O’Brien, Shawn Chorney, and Venture Bay Studio for this partnership. Visit: [Venture Bay Studio - Canadore College](#)

Application Deadline is Oct 31st

- Please visit: [Apply – Parry Sound Area Founders Circle](#)
- All applications will be evaluated by the Founders based on the following five criteria: Broad Economic Impact; Innovation; Scalability/Growth Potential; Profitability Potential and Demand for Product/Service.

Important Dates

- Monday, Sept 18th, 5:30 to 6:30 pm
 - o Founder's meet and greet, and applicant information session at Trestle Brewery Company. 9 Great North Road, Parry Sound.
 - o Come and meet, new and current Founders.
 - o RSVP by Sept 14th to psareafounders@gmail.com
- October 31st, 2023
 - o Application Deadline
- November/December 2023
 - o Review and selection process of applications
- Winter 2024
 - o Award Ceremony

Contact Co-Chairs:

- General Inquires: psareafounders@gmail.com
- Peter Istvan at peter@peteristvanphotography.com
- Nicole Boyd at nicoleboyd@royalpage.ca

Cheers,

Peter Istvan

Nicole Boyd

psareafounders@gmail.com



Connect with Parry Sound Area Founders Circle

[Website](#) | [Instagram](#) | [Facebook](#)

Parry Sound Area Founders Awards

You could win \$10,000 or \$5,000!



Applicant Information Session

Monday, September 18th, 2023

5:30 to 6:30 pm

Trestle Brewing Company

9 Great North Road, Parry Sound

If you can, RSVP by Sept 14th to psareafounders@gmail.com

**Drop by and learn how you can apply to win
and meet some of the current Founders.**

Parry Sound Area Founders Award

application deadline is: Oct 31st

Details: www.parrysoundareafounderscircle.com



The Parry Sound Area Founders Circle is a group of individuals and business owners working together to promote economic development throughout the District of Parry Sound.



www.parrysoundareafounderscircle.com



OFFICE OF THE MAYOR
CITY OF HAMILTON

VIA: Mail

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

August 1, 2023

Dear Premier Ford:

City Council, at its meeting held on July 14, 2023, approved Item 13 of Planning Committee Report 23-011 which reads as follows:

13. Provincial Amendments to the Greenbelt Plan (Greenbelt Plan Amendment No. 3) (PED23046(a)) (City Wide) (Item 11.4)

- (a) That Planning and Economic Development Department staff, in conjunction with Legal Services staff, be directed to provide input to the Provincial Land and Development Facilitator under protest with respect to any private development proposals and associated community benefits within the lands removed by the Province from the Greenbelt Plan Area;
- (b) That the Eleven Directions to Guide Development attached as Appendix "D", as amended, to Report PED23046(a), which were previously approved by Council as part of the City's Municipal Comprehensive Review process, be utilized as the framework for the City's input to the Provincial Land and Development Facilitator with respect to any private development proposals within the lands removed by the Province from the Greenbelt Plan Areas;

Direction #11

The City of Hamilton considers agricultural use to be of prime consideration, along with the protection of wetlands and natural heritage features.

- (c) That Planning and Economic Development Department staff be directed to schedule a public meeting of the Planning Committee for the purpose of

obtaining public input as to the City's priorities and expectations with respect to any private development proposals within the lands removed by the Province from the Greenbelt Plan Area; and, that staff consult with City of Hamilton Public Engagement staff to ensure: the statutory meeting meets best engagement practice as much as possible; that the statutory meeting be held in the evening, be live streamed, and be held at a publicly accessible facility that is in close proximity to the Book Road lands; and, that the *Provincial Land and Development Facilitator*, all MPP and MP's be extended an invitation to attend.

- (d) That Planning and Economic Development Department staff be directed to request public discussion except where excluded under the provisions of the Municipal Act, including public agendas, a list of participants and minutes.
- (e) That the Mayor send a letter regarding these recommendations to the Association of Municipalities of Ontario, Federation of Canadian Municipalities, Rural Ontario Municipal Association and all Ontario Municipalities.

Your consideration of Council's request is appreciated. We would ask that you reference File #C23-012 when responding to this correspondence.

Sincerely,



Mayor Andrea Horwath

File #C23-012

c.c. Association of Municipalities Ontario (AMO)
Federation of Canadian Municipalities
Rural Ontario Municipal Association
All Ontario Municipalities (by email)

Donna McLeod

From: Ann MacDiarmid <annmacdiarmid1@gmail.com>
Sent: August 9, 2023 7:40 AM
To: Donna McLeod
Subject: Fwd: Northern Routes

Categories: Correspondence

Ann MacDiarmid
annmacdiarmid1@gmail.com

705-732-6401
705-346-2210

Sent from my iPad

Begin forwarded message:

From: "President and Vice Chancellor, NOSM University" <president@nosm.ca>
Date: August 8, 2023 at 1:48:40 PM EDT
To: Ann MacDiarmid <annmacdiarmid1@gmail.com>
Subject: Northern Routes
Reply-To: "President and Vice Chancellor, NOSM University" <president@nosm.ca>

 Share  Tweet  Share  Forward



Northern Routes

Dr. Sarita Verma, President, Vice Chancellor, Dean and CEO
NOSM University

Veillez noter : [Le texte en français](#) suit la version en anglais.

A Tour de Force!



Hello, Bonjour, Aanin, Boozhoo, Tanshi, Kwe Kwe,

This has been an awesome summer! I spent all of it in Northern Ontario, reveling in the sunshine, water and community activities as people emerged from the pandemic and from the heaviness of winter. Like a butterfly from its cocoon, we have all come through some of the most difficult times of our generation yet, we have emerged with a new purpose and new sense of being.

At NOSM University, we have revisited the important work of strengthening partnerships and relationships. In early July, I had the pleasure of meeting the

new President and Vice Chancellor of Lakehead University, [Dr. Gillian Siddall](#). Dr. Siddall is returning to Lakehead University after being President at Emily Carr University since 2018. She brings a wealth of knowledge and innovation to this role. Our discussions were fruitful, and I am optimistic about the future of our ongoing partnership and collaborations with Lakehead University.

In that same spirit of collaboration, I met with Thunder Bay Mayor Ken Boshcoff, MPP Lise Vaugeois and many members of the University's clinical faculty at the Thunder Bay Regional Health Sciences Centre (TBRSHC) to reinforce NOSM U's commitment to those communities. Dr. Sarah Newbery, Associate Dean, Physician Workforce Strategy, met with Karima Velji, Assistant Deputy Minister for Ministry of Health. Mr. Ray Hunt, Vice-President, Administration and Chief Operating Officer, and I met with the new Deputy Minister of the Ministry of Colleges and Universities, Mr. David Wai, as well. These ongoing meetings and important discussions are part our government relations strategy to ensure there is support and advocacy for our work.

I was honoured to give a virtual presentation at the National Academies of Sciences, Engineering, and Medicine in Washington, DC titled "*Building the Workforce for Implementing High Quality Primary Care: A Pre-Condition for Progress*" on the topic of social accountability and medical education.

Representing 30 per cent of the Northern Ontario population, the impact NOSM University has made in Sudbury and Thunder Bay is significant. Despite this urban success, there continues to be a crisis in the numbers of doctors and other health-care practitioners in Northern Ontario's smaller rural, remote, Indigenous and Francophone communities. The health-care needs of the Northern population are complex, having the most vulnerable, unhealthy populations of any geography in Ontario.

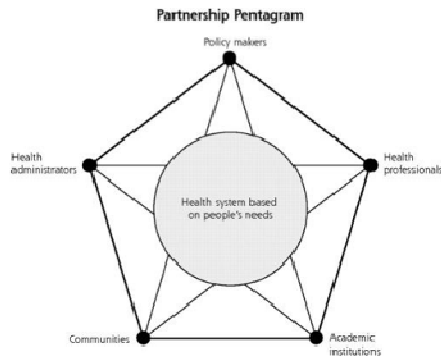
We have the highest rates in the province for addictions, mental health, cardiac disease, cancer, and diabetes. We also have an aging population and a life expectancy that is, on average, two years lower than the rest of the province. And, a high number of far north and remote First Nations communities who face food insecurity, longstanding boil water advisories, and high rates of chronic diseases.

When the idea of social accountability is discussed at NOSM University—as it frequently is—other concepts enter the discussion: social justice, social responsibility and social responsiveness. If we consider these concepts in the context of a medical school:

- **Social justice** refers to the fair distribution and equal opportunity to the services that the medical school provides.
- **Social responsibility** is an awareness of the medical school's duty to society.
- **Social responsiveness** is the medical school's action of responding to society's needs.
- **Social accountability** would add anticipation of society's needs, addressing them and allowing society to verify that the distribution of the services the medical school provides afforded everyone equitable opportunity to them.

In the context of NOSM University, our education programs must be equitably accessible and graduates from the University are helping to transform the health-care system with a focus on equitable and accessible care. Thanks to the leadership of Drs. Alex Anawati—who coined much of this discourse—Erin Cameron and Joseph LeBlanc, as well as the entire team of the Centre for Social

Accountability, NOSM University is the beacon of this work in social accountability and advocacy for health equity.



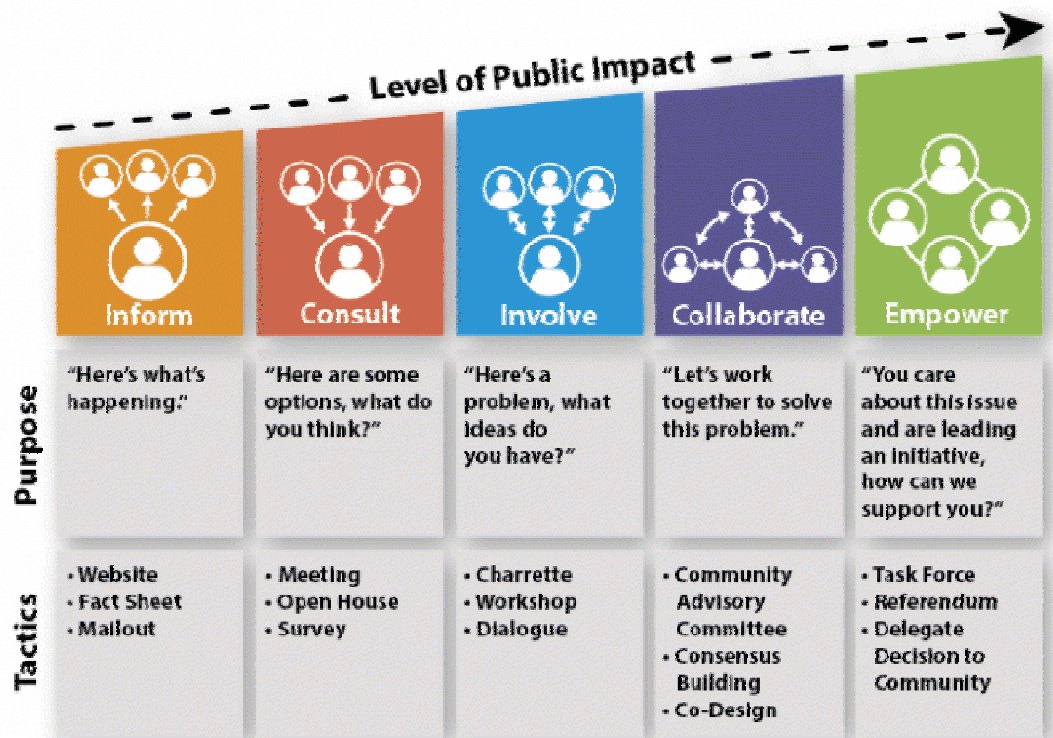
A key aspect of social accountability is stakeholder and community engagement. On the pentagram of social accountability (Boelen et al, 2000) academic institutions are only one player and the most important stakeholder is the local community.^[1]

At NOSM University, we engage in learning, teaching and research in more than 90 communities across Northern Ontario.

In the past four years as the Dean—and now as President—I have made it a mission to get out there and visit as many communities as possible. *This is no small feat.* It is a logistical and energy consuming affair involving a talented team of workers who manage many details, drive me from town to town, and give up their own summers to make sure we connect with as many learners, staff, faculty and partners in various communities. Sadly, we were not able to get everywhere as the geography of Northern Ontario is vast and often hard to access –this was exactly what we experienced during our trip to Wawa. Highway 17 was closed in both directions near Wawa due to an accident, when we returned to Thunder Bay and resumed our tour by flying to Sault Ste. Marie to announce a **special collaboration** with Algoma University to address mental health and addictions challenges. This **collaboration** sets the stage to expand research and training initiatives.

If I could impart a lesson to anyone aspiring to take on a job like mine, it would be to go out and experience what our medical and health sciences students, residents, teachers and community partners are doing. Only then will you begin to understand how dependent we are on them for the delivery of our academic mission. A key principle of “community engagement” is the intentional interaction between stakeholders and leadership. Without that element, there is little substance.

On the spectrum of community engagement are the following steps:



Adapted from the IAP2 spectrum of public participation

Source: [PlanH website](#)

NOSM University has been doing Steps 1 and 2—inform and consult—well, and one could argue Step 3—involve—adequately. But, NOSM University has not yet

sufficiently made its way into Steps 4 and 5—collaborate and empower. As we evolve as a medical university, it will be imperative to get beyond Step 3. This summer, from July 17 –26, was the start of that.

In the northwest, we spent time in Atikokan, Fort Frances, Kenora, Dryden, and Sioux Lookout. Though our plans to visit Wawa changed as I mentioned, we were able to engage by videoconference with community leaders from Wawa, White River, Hornepayne, Dubreuilville, and Chapleau. The last leg of the trip took us to Sault Ste. Marie, Garden River First Nation and Batchewana First Nation.

It has been whirlwind but a true northern adventure.







Photos courtesy of [Dr. Peter Istvan](#), Dr. Gillian Siddall and Kimberley Larkin.

Thanks to Vin Auld, Jacalyn Cop-Rasmussen, Joanne Musico, Kimberley Larkin, Dr. Peter Istvan, Dr. Céline Larivière and Chantale Dean for helping me with this leg of the tour. I look forward to resuming my tour to communities in the northeast this September.

Miigwetch, thank you, marsi, merci,

Dr. Sarita Verma
President, Vice Chancellor, Dean and CEO
NOSM University

If you have any feedback or comments, please reach out at president@nosm.ca and follow me on Twitter @dds3.

[Subscribe to Northern Routes](#)

[1] Boelen C. World Health Organization, Towards Unity for Health, *Challenges and Opportunities for Partnership in Health Development*, 2000.

SRPC Indigenous Health Challenge

The SRPC Indigenous Health Student Committee invites all members to join the Five Month Indigenous Health Challenge! This self-guided learning initiative will revolve around Indigenous Health in Canada. The idea is simple: we'll be sending out emails and activities related to Indigenous Health, and we encourage you to explore and engage with them at your own pace.

August Challenge: You're on Indigenous Land

This month's challenge focuses on territory awareness and highlights the importance of knowing and respecting whose land you're on. Head to www.native-land.ca and search for your hometown, a place you've lived or currently live, or look up your previous or current workplace and search for the following:

- The nations/communities who inhabit the territory
- The language(s) spoken there
- The treaty/treaties signed there (if any)

Once you're done your research, [submit your answers here.](#)

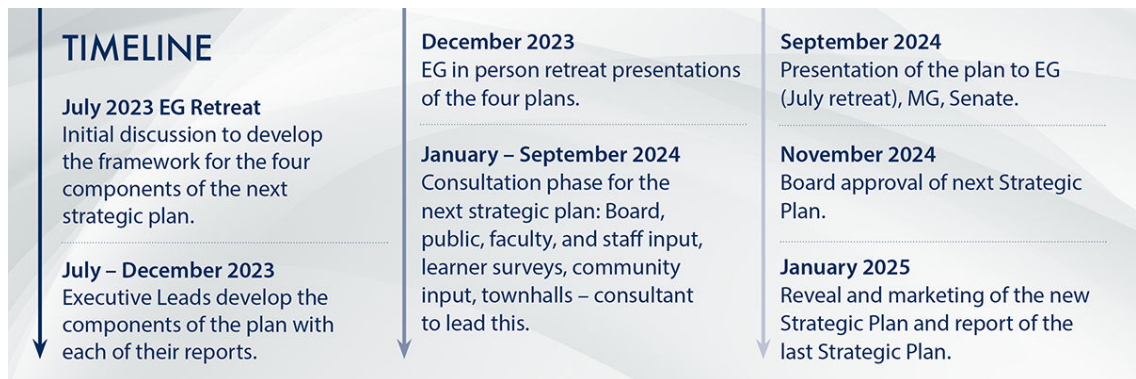
Executive Group and Cabinet Retreats

We had highly successful retreats—one virtual and the other in person—in July. The Executive Group discussed “Planning the next Strategic Plan” with the following objectives:

1. An **Academic Plan** with a focus on expansion of NOSM University’s medical programs. This plan will identify the proposed roll out of the MD, residency and Physician Assistant program expansion; challenges with clinical capacity; changes to curriculum with a focus on digital learning; Equity, Diversity, and Inclusion; planetary health; criteria for new programs and degrees; establish timelines for quality assurance and improvement; and accreditation.
2. A refresh of the **Research Plan** and update on research directions, with a timeline to attain status to independently administer research grants; establishing global health and international partnerships; identifying new graduate programs; and collaborations with other Universities in Canada.
3. An overview of clinical relations and hospital **partnerships** to support the above objectives, with key projects for the evolution of Northern Ontario Academic Medicine Association (NOAMA); increasing the Alternate Funding Plan (AFP); and the advancement of NOSM University within the two Academic Health Sciences Centres—Health Sciences North in Sudbury and the Thunder Bay Regional Health Sciences Centre. The group also focused on addressing the ongoing process challenges of dealing with learner mistreatment.

4. **Administrative frameworks** to help NOSM University make plans for space through capital planning; exploring additional capacity in Sault Ste. Marie; and outlining a process for a new budget model.

The Cabinet Group had the opportunity to dig deeper into the time frame for the next Plan.



Congratulations to the NODIP Graduates

Congratulations to 11 new graduates of the Northern Ontario Dietetic Internship Program! We are so proud of you, and we know that you will make a difference as you begin your careers as Registered Dietitians. This marks the 16th class of NODIP, which is a collaboration with multiple preceptors, communities, and facilities across Northern Ontario.



Including this year's class, NOSM University has graduated 197 Registered Dietitians. Notably, 100% of the 2022 graduates are practising in Northern Ontario. Congratulations to our newest NODIP grads, and to the entire NODIP team for the exceptional work they do to make it one of the best programs in Canada.

CampMed



This year CampMed was held in person in Sudbury July 10 - 14 and in Thunder Bay July 17 - 21.

Between the two sites, there were:

- 60 campers
- 8 self-identified Indigenous
- 28 self-identified Francophone
- 17 communities represented
- 20 volunteers
- 5 self-identified Indigenous
- 10 self-identified Francophone
- 10 NOSM Med Students

- 39 presenters

Workshops highlights included: Suturing 101, Casting, Taping, Vascular Surgery, Physiotherapy, Clinical Skills Rounds, Genetics, Crime Scene Investigation, Trauma Care in the Rural Emergency Clinical Skills, CPR, Psychiatry, Dietetics, Physiotherapy, Occupational Therapy and Allied Health Professionals Career Panels.

CampMed also offers Indigenous teachings, including: Shaker Making, Jigging, Beading, Indigenous Food Circle: Food is Life, and Medicine is Life.

With the help of a generous donation from the Kenny Foundation to support some of the program, NOSM University was also able to provide:

- 9 registration scholarships
- 3 travel scholarships
- 4 accommodations scholarships

Photos courtesy of Katie Biasiol and Lindsay Lemieux.

Summer Camp Hosted in Fort Albany

Camp Explore-it was developed by Caleigh Bourdon, a NOSM University medical student. Caleigh worked with the Indigenous Affairs team at NOSM University and the Mushkegowuk Council to host 63 Indigenous youth in Fort Albany for a week-long summer science day camp. The camp features a number of educational activities designed to engage the campers in active learning, while also having fun. Each day is organized into different themes, which

encourages campers to explore different types of sciences, namely astronomy, human biology and ecology. The final day is a BBQ held for campers and their families.

The youth of the community attend the camp free of charge and the materials are donated to the community. Camp Explore-it was first launched in 2018 in Fort Albany and returned to the community in 2019, though was put on hold during the pandemic. This year's camp was well received and supported by the community, and it provides a great opportunity for current or prospective NOSM University students to build relationships with remote Indigenous communities. If you are interested in participating as a camp counsellor in the future or would like to make a donation to support Camp Explore-it, please reach out to Caleigh Bourdon at cabourdon@nosm.ca.

Camp Explore-it counsellors include:

- Caleigh Bourdon, third-year medical student and camp developer/coordinator
- Julie Leroux, third-year medical student
- Ashley Gillies, second-year medical student
- Laurel Schmanda, second-year medical student
- Mallory Turcotte, prospective medical student
- Kelsie Iserhoff, prospective medical student from Moose Factory with ties to Fort Albany

Camp Explore-it is grateful for the continued support and warm welcome by the community of Fort Albany and for their continued partnership with the Mushkegowuk Council and NOSM University's Indigenous Affairs team.



Routes du nord

Dr^e Sarita Verma, rectrice, vice-chancelière, doyenne et PDG
Université de l'EMNO

Un tour de force!



Hon. Ted Arnott, MPP
181 St. Andrew St. East
2nd Floor, Fergus
ON N1M 1P9

VIA EMAIL:

ted.arnottco@pc.ola.org

Hon. Matthew Rae, MPP

55 Lorne Ave. E
Stratford,
ON N5A 6S4

VIA EMAIL:

Matthew.Rae@pc.ola.org

Hon. Steve Clark
777 Bay St
17th Floor, Toronto
ON M5G 2E5

VIA EMAIL:

steve.clark@pc.ola.org

Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0

www.puslinch.ca

August 8, 2023

RE: 9.4.5 County of Wellington Planning Report - Comments on the Government's Proposal to Grow the Greenbelt

Please be advised that Township of Puslinch Council, at its meeting held on July 12, 2023 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2021-090:

Moved by Councillor Goyda and
Seconded by Councillor Bailey

That the Consent Agenda item 6.34 listed for JULY 12, 2023 Council meeting be received; and

Whereas Council supports the resolution from Municipality of Shuniah regarding Bill 3 - Special Powers and Duties of Heads of Council; and

That Council direct staff to support and circulate in accordance with the resolution.

Therefore, the Township of Puslinch, passes this resolution to petition the Government of Ontario that:



1. These changes to the Municipal Act, 2001, are unnecessary and will negatively impact the Municipality of Puslinch;
2. That if the Ontario Government deems these changes necessary in large single-tier municipalities such as Toronto and Ottawa, that such changes should not be implemented in smaller municipalities;
3. That the Ontario Government should listen to concerns raised by Associations such as AMO and AMCTO;
4. That if the stated goal of this legislation is to construct more housing in Ontario that this can be accomplished through other means including amendment of the Planning Act and funding of more affordable housing.

CARRIED

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,
Courtenay Hoytfox
Municipal Clerk

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



COUNCIL RESOLUTION

Date: Jun 20, 2023

Resolution No.: 232-23

Moved By: _____

Seconded By: _____

WHEREAS the Government of Ontario, through the Minister of Municipal Affairs and Housing, has introduced Bill 3 which is described as "An Act to amend various statutes with respect to special powers and duties of heads of council";

AND WHEREAS this Bill, if enacted, will give Mayors additional authority and powers, and correspondingly take away authority and powers from Councils and professional staff, and will include giving the Mayor the authority to propose and adopt the Municipal budget and to veto some decisions of Council;

AND WHEREAS this Bill, if enacted, will give authority over professional staff to the Mayor, including that of the Chief Administrative Officer;

AND WHEREAS these changes will result in a reduction of independence for professional staff including the CAO, who currently provide objective information to the Council and public and will now take direction from the Mayor alone when the Mayor so directs;

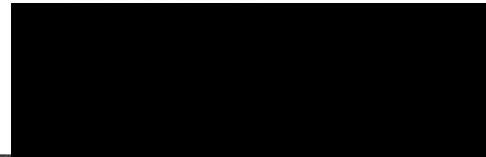
AND WHEREAS the Government of Ontario is proposing to expand the list of municipalities where the Head of Council has strong mayor powers and duties;

THEREFORE, this Municipality of Shuniah, passes this resolution to petition the Government of Ontario that:

1. These changes to the Municipal Act, 2001, are unnecessary and will negatively affect the Municipality of Shuniah;
2. That if the Ontario Government deems these changes necessary in large single-tier municipalities such as Toronto and Ottawa, that such changes should not be implemented in smaller municipalities;
3. That the Ontario Government should listen to concerns raised by Associations such as AMO and AMCTO;
4. That if the stated goal of this legislation is to construct more housing in Ontario that this can be accomplished through other means including amendment of the Planning Act and funding of more affordable housing.

Council further directs the Clerk to ensure that a copy of this resolution be provided to the Premier of Ontario, the Minister of Municipal Affairs and Housing, Thunder Bay MPP's, the Association of Municipalities of Ontario, and other Municipalities in Ontario."

Carried Defeated Amended Deferred



Signature

Established 1793
Incorporated
Wolford 1850
Merrickville 1860
Amalgamated 1998



Telephone (613) 269-4791
Facsimile (613) 269-3095

VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - 236 - 23

Date: July 10, 2023

For Clerk's use only, if required

Recorded Vote Requested By:

Barr	Y	N
Cameron	Y	N
Gural	Y	N
Ireland	Y	N
Maitland	Y	N

Moved by: Barr

Gural

Ireland

Maitland

Seconded by: Barr

Gural

Ireland

Maitland

Notice of Motion: Proposed Provincial Planning Statement

Be it hereby resolved that:

WHEREAS the goal of increasing housing supply and reducing barriers in planning processes as set out in the recent legislative, regulatory, and policy changes, including new provisions from Bill 23, More Homes Built Faster Act is welcomed; and

WHEREAS the proposed Provincial Planning Statement (sections 2.6 and 4.3) would dramatically remove municipal power and render aspects of the Village of Merrickville-Wolford Official Plan and other official plans throughout Ontario inoperative, terminate some local planning autonomy, and directly interfere with municipalities' ability to meet local variation and unique community needs; and

WHEREAS the proposed PPS changes that would allow proliferation of lots with protection restricted to specialty crop areas only diminishes the purpose, use and integrity of rural and agricultural lands, thereby removing protection and restricting future uses of those lands; and

WHEREAS the proposed PPS changes encourage sprawl and rural roadway strip development, rather than more fiscally and environmentally sustainable practices like intensification in established settlement areas; and

WHEREAS the Rideau Valley Conservation Authority has played a crucial role in providing planning input and reviewing services to assist our municipality and has provided its own comments outlining its concerns and recommendations;

Established 1793
Incorporated
Wolford 1850
Merrickville 1860
Amalgamated 1998



Telephone (613) 269-4791
Facsimile (613) 269-3095

VILLAGE OF MERRICKVILLE-WOLFORD

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford urges the province to:

- Pause proposed changes to the PPS, particularly regarding natural heritage (section 4.1) and agricultural lands (sections 2.6 and 4.3)
- Reinvest trust in the local planning authority of all 444 municipalities, recognizing that each one has unique landscapes, housing needs and visions for local planning matters
- Follow the recommendations provided by the Rideau Valley Conservation Authority

AND THAT our fellow municipalities be urged to voice their concerns regarding the proposed undermining of local planning authority;

AND FURTHER THAT a copy of this resolution be sent to all 444 municipalities, The Hon. Doug Ford, Premier of Ontario, The Hon. Steve Clark, Minister of Municipal Affairs and Housing and MPP for Leeds-Grenville-Thousand Islands and Rideau Lakes, The Hon. Lisa Thompson, Minister of Agriculture, Food and Rural Affairs, The Hon. David Piccini, Minister of Environment, Conservation and Parks, the Association of Municipalities of Ontario, the Rural Ontario Municipal Association and the Federation of Canadian Municipalities.

Carried Defeated


Michael Cameron, Mayor



Hon. Steve Clark
777 Bay St
17th Floor, Toronto
ON M5G 2E5
VIA EMAIL:
steve.clark@pc.ola.org

Hon. Ted Arnott, MPP
181 St. Andrew St. East
2nd Floor, Fergus
ON N1M 1P9
VIA EMAIL:
ted.arnottco@pc.ola.org

Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0
www.puslinch.ca

Hon. Matthew Rae, MPP
55 Lorne Ave. E
Stratford,
ON N5A 6S4
VIA EMAIL:
Matthew.Rae@pc.ola.org

August 3, 2023

RE: Consent Agenda Item 6.48 Selwyn Township - Short Term Rentals

Please be advised that Township of Puslinch Council, at its meeting held on July 12, 2023 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2023-226: Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That the Consent Agenda item 6.48 listed for JULY, 2023 Council meeting be received; and

Whereas the Township of Puslinch is in receipt of Selwyn Township resolution of June 27, 2023;

Be it resolved that the Township of Puslinch also supports the resolution and also requests that the Province move forward as soon as possible to legislate that all third party Short Term Rental brokerage companies, for example Airbnb and VRBO, appropriately manage and be responsible for their listings and to compel compliance that the Province establish the requirement for STR companies to require each rental listing to be registered and to pay an appropriate annual fee and that STR company provide this registry along with the collected fees to the municipality in which the STR properties are located which allows the municipality to be aware of all registered STR properties and to have access to funds for municipal expenses to enforce/respond to issues at a STR property; and further



That the Province require the STR company to de-list/remove the property from the company's listings so that the property cannot be rented where a municipality has identified and verified life, health and/or nuisance infractions including noise, fire safety, septic, etc.; and

That a copy of this resolution be sent to all Ontario municipalities for support as well as to the Minister of Municipal Affairs and Housing Steve Clark, Speaker Ted Arnott, and MPP Matthew Rae.

CARRIED

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,

Courtenay Hoytfox
Municipal Clerk

June 29, 2023

Hon. Doug Ford
Premier of Ontario
Room 4620
99 Wellesley St. W.,
Toronto, Ontario M7A 1A1

Via Email: premier@ontario.ca

Please be advised that at its meeting held on the 27th day of June 2023, the Council of the Township of Selwyn passed the following resolution:

Resolution No. 2023 – 143 – Notice of Motion – Short-Term Rentals

Councillor Brian Henry – Councillor John Boyko –

Whereas the demand for alternative accommodations has resulted in an increased prominence of residential properties being advertised for short term accommodations through third party companies such as Airbnb and VRBO; a shift from the ‘traditional’ cottage rental historically managed by a property owner; and

Whereas over the past decade a flood of properties have been removed from the ownership and long-term rental market (*Canada Research Chair in Urban Governance at McGill University*) contributing to housing shortages, increased housing demands and increased housing costs resulting in housing affordability issues, including affordable rentals; and

Whereas short term rentals (STR) can be beneficial, when operated appropriately, by providing solutions for the accommodation industry that supports local tourism and small businesses as well as providing an opportunity for property owners to generate income from their residence (permanent or seasonal) using a convenient third-party system; and

Whereas STR’s can create nuisances including noise, parking, high volumes of visitors attending a property, septic capacity and fire safety, for adjacent residential property owners who wish to experience quiet enjoyment of their property; and

Whereas research indicates that demand for STR’s is increasing, in part due to vacationers choosing domestic travel options as well as the financial benefits to property owners, demonstrating that STR’s are here to stay; and

Mailing Address
PO Box 270
Bridgenorth
Ontario K0L 1H0

Tel: 705 292 9507
Fax: 705 292 8964

Whereas there are no Provincial regulations in place governing third party STR companies resulting in a variety of regulations/guidelines being implemented at the local municipal level which creates inconsistencies, confusion and frustrations for both consumers and residents across the Province;

That the Township of Selwyn request that the Province move forward as soon as possible to legislate that all third party Short Term Rental brokerage companies, for example Airbnb and VRBO, appropriately manage and be responsible for their listings and to compel compliance that the Province establish the requirement for STR companies to require each rental listing to be registered and to pay an appropriate annual fee and that STR company provide this registry along with the collected fees to the municipality in which the STR properties are located which allows the municipality to be aware of all registered STR properties and to have access to funds for municipal expenses to enforce/respond to issues at a STR property; and further

That the Province require the STR company to de-list/remove the property from the company's listings so that the property cannot be rented where a municipality has identified and verified life, health and/or nuisance infractions including noise, fire safety, septic, etc...

That a copy of this resolution be sent to all Ontario municipalities for support as well as to Minister of Municipal Affairs and Housing Steve Clark, local M.P.P. Dave Smith and M.P. Michelle Ferreri.

Carried.

If you have any questions, please do not hesitate to contact us.

Sincerely,

Megin Hunter

Megin Hunter
Office Assistant/Receptionist
mhunter@selwyntownship.ca

cc: steve.clark@pc.ola.org
michelle.ferreri@parl.gc.ca
dave.smithco@pc.ola.org
All Ontario Municipalities

TOWNSHIP OF SIOUX NARROWS - NESTOR FALLS

Moved by

Matt Rydberg

Resolution No.

89 - 23

Seconded by

[Signature]

Date

August 1st, 2023

Whereas global technology platforms such as Airbnb or VRBO were created to improve global access to rental opportunities, particularly those available for vacation or shorter-term business purposes, and

Whereas the impact of these “disruptive technologies” on rental markets has raised the following concerns in the past decade:

- Concentration of ownership and proliferation of landlord corporations with minimal interest in or accountability to local communities
- Removal of housing stock from long-term rental markets with resulting increases in rents
- Lack of control over occupancy (e.g. families vs large groups of partygoers)
- Incidence of nuisance infractions (noise, garbage, parking), and

Whereas any reduction in the availability of long-term housing stock runs counter to the Province of Ontario’s goal of 1.5 million additional homes in the next 10 years, and

Whereas growth in short-term rental markets may also have a negative impact on housing affordability for the seasonal workers who service tourist destinations or farming communities, and

Whereas implementing local/municipal restrictions through municipal law enforcement tools (licensing) and municipal planning tools (zoning by-law restrictions) may push demand to other communities, and

Whereas some platforms (e.g. Airbnb) are already working toward providing notice to owners about municipal regulations and licensing through a license number field, and

Whereas some jurisdictions (e.g. Quebec, Scotland) have acknowledged the limitations of local authorities/municipalities in controlling the impact of global technologies and have developed comprehensive regulatory frameworks, and

Whereas a comprehensive, consistent regulatory approach is likely to prove more effective in Ontario,

Now, therefore, be it resolved,

That: Council requests the Government of Ontario to establish a regulatory framework requiring digital platforms such as Airbnb and VRBO to:

1. Require owners using the digital platforms to comply with municipal planning and licensing regulations, and
2. Prevent advertising of properties that are not registered with the relevant municipality, and
3. Provide a contact with the platform to ensure ongoing and effective communications for provincial and municipal officials and further.

That: The Province of Ontario work with municipalities to address situations in which long-term housing stock has been lost to corporate ownership of short-term rental properties and further;

That: A copy of the resolution be forwarded to the Premier of Ontario (Hon. Doug Ford), the Minister of Municipal Affairs and Housing (Hon. Steve Clarke), local MPPs and the Association of Municipalities of Ontario (AMO).

DIVISION OF VOTES			CONFLICT OF INTEREST
Member	Yea	Nay	
Mayor Gale Black			
At Large Matthew Rydberg			
At Large Steve Salvador			DISPOSITION OF RESOLUTION (check one)
Ward 1 Douglas Brothwell			
Ward 2 Holly Chant			Carried <input checked="" type="checkbox"/> Defeated <input type="checkbox"/>
TOTALS			

MAYOR *Gale Black*



Legislative Services

July 26, 2023

Sent via email: premier@ontario.ca

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

Honourable and Dear Sir:

Re: Controls on Airbnb, VRBO and Others Which Affect Municipal Rentals

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of July 24, 2023 passed the following resolution:

Whereas global technology platforms such as Airbnb or VRBO were created to improve global access to rental opportunities, particularly those available for vacation or shorter-term business purposes, and

Whereas the impact of these “disruptive technologies” on rental markets has raised the following concerns in the past decade:

- Concentration of ownership and proliferation of landlord corporations with minimal interest in or accountability to local communities
- Removal of housing stock from long-term rental markets with resulting increases in rents
- Lack of control over occupancy (e.g. families vs large groups of partygoers)
- Incidence of nuisance infractions (noise, garbage, parking), and

Whereas any reduction in the availability of long-term housing stock runs counter to the Province of Ontario’s goal of 1.5 million additional homes in the next 10 years, and

Whereas growth in short-term rental markets may also have a negative impact on housing affordability for the seasonal workers who service tourist destinations or farming communities, and

.../2

Mailing Address:

The Corporation of the Town of Fort Erie
1 Municipal Centre Drive, Fort Erie ON L2A 2S6
Office Hours 8:30 a.m. to 5:00 p.m. Phone: (905) 871-1600 FAX: (905) 871-4022 Web-site: www.forterrie.ca

Whereas implementing local/municipal restrictions through municipal law enforcement tools (licensing) and municipal planning tools (zoning by-law restrictions) may push demand to other communities, and

Whereas some platforms (e.g. Airbnb) are already working toward providing notice to owners about municipal regulations and licensing through a license number field, and

Whereas some jurisdictions (e.g. Quebec, Scotland) have acknowledged the limitations of local authorities/municipalities in controlling the impact of global technologies and have developed comprehensive regulatory frameworks, and

Whereas a comprehensive, consistent regulatory approach is likely to prove more effective in Ontario,

Now, therefore, be it resolved,

That: Council requests the Government of Ontario to establish a regulatory framework requiring digital platforms such as Airbnb and VRBO to:

1. Require owners using the digital platforms to comply with municipal planning and licensing regulations, and
2. Prevent advertising of properties that are not registered with the relevant municipality, and
3. Provide a contact with the platform to ensure ongoing and effective communications for provincial and municipal officials and further

That: The Province of Ontario work with municipalities to address situations in which long-term housing stock has been lost to corporate ownership of short-term rental properties and further

That: A copy of the resolution be forwarded to the Premier of Ontario (Hon. Doug Ford), the Minister of Municipal Affairs and Housing (Hon. Steve Clarke), local MPPs, the Association of Municipalities of Ontario (AMO) and all municipalities in Ontario.

Thank you for your attention to this matter.

Kind regards,

Ashlea Carter, AMP

Deputy Clerk

acarter@forterie.ca

AC:dlk

Attach.

c.c. The Honourable Steve Clark, Minister of Municipal Affairs and Housing minister.mah@ontario.ca
Jennifer Stevens, MPP - St. Catharines JStevens-CO@ndp.on.ca
Jeff Burch, MPP - Niagara Centre JBurch-QP@ndp.on.ca
Wayne Gates, MPP - Niagara Falls wgates-co@ndp.on.ca
Sam Oosterhoff, MPP - Niagara West-Glanbrook sam.oosterhoff@pc.ola.org
The Association of Municipalities of Ontario amo@amo.on.ca
All Ontario Municipalities



CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

322 Main Street South P.O. Box 759

Exeter Ontario

NOM 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

www.southhuron.ca

August 2, 2023

Via email: Kaleed.Rasheed@ontario.ca

Honourable Rasheed
Minister of Public and Business Service Delivery (MPBSD)

Re: Support Time for Change – Municipal Freedom of Information and Protection of Privacy Act

South Huron Council passed the following resolution at their July 17, 2023 Regular Council Meeting:

Motion: 284-2023

Moved by: T. Oke

Seconded by: M. Denomme

That South Huron Council support the June 26, 2023 resolution of the Municipality of Chatham-Kent regarding Time for Change - Municipal Freedom of Information and Protection of Privacy Act.

Disposition: Carried

Please find attached the originating correspondence for your reference.

Respectfully,

Sue Johnson, Administrative Assistant

Municipality of South Huron

sjohnson@southhuron.ca

519-235-0310 ext 225

Encl.

cc: Judy Smith, Clerk/Freedom of Information Coordinator, Municipality of Chatham-Kent ckclerk@chatham-kent.ca

Lisa Thompson MPP lisa.thompsonco@pc.ola.org

Ben Lobb, MP ben.lobb@parl.gc.ca

Information and Privacy Commissioner of Ontario info@ipc.on.ca

AMCTO Legislative and Policy Advisory Committee amcto@amcto.com

Amo amo@amo.on.ca

All Municipalities in Ontario



Municipality of Chatham-Kent

Corporate Services

Municipal Governance

315 King Street West, P.O. Box 640

Chatham ON N7M 5K8

July 5, 2023

Via Email: Kaleed.Rasheed@ontario.ca

Minister of Public and Business Service Delivery (MPBSD)

Honourable Rasheed:

**Re: Time for Change
Municipal Freedom of Information and Protection of Privacy Act**

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on June 26, 2023 passed the following resolution:

WHEREAS the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990 (MFIPPA) dates back 30 years;

AND WHEREAS municipalities, including the Municipality of Chatham-Kent, practice and continue to promote open and transparent government operations, actively disseminate information and routinely disclose public documents upon request outside of the MFIPPA process;

AND WHEREAS government operations, public expectations, technologies, and legislation surrounding accountability and transparency have dramatically changed and MFIPPA has not advanced in line with these changes;

AND WHEREAS the creation, storage and utilization of records has changed significantly, and the Municipal Clerk of the Municipality is responsible for records and information management programs as prescribed by the Municipal Act, 2001;

AND WHEREAS regulation 823 under MFIPPA continues to reference antiquated technology and does not adequately provide for cost recovery, and these financial shortfalls are borne by the municipal taxpayer;

AND WHEREAS the threshold to establish frivolous and/or vexatious requests is unreasonably high and allows for harassment of staff and members of municipal councils, and unreasonably affects the operations of the municipality;

AND WHEREAS the Act fails to recognize how multiple requests from an individual, shortage of staff resources or the expense of producing a record due to its size, number or physical location does not allow for time extensions to deliver requests and unreasonably affects the operations of the municipality;

AND WHEREAS the name of the requestor is not permitted to be disclosed to anyone other than the person processing the access request, and this anonymity is used by requesters to abuse the MFIPPA process and does not align with the spirit of openness and transparency embraced by municipalities;

AND WHEREAS legal professionals use MFIPPA to gain access to information launch litigation against institutions, where other remedies exist;

AND WHEREAS there are limited resources to assist administrators or requestors to navigate the legislative process;

AND WHEREAS reform is needed to address societal and technological changes in addition to global privacy concerns and consistency across provincial legislation;

BE IT RESOLVED THAT the Ministry of Government and Consumer Services be requested to review the MFIPPA, and consider recommendations as follows:

1. That MFIPPA assign the Municipal Clerk, or designate to be the Head under the Act;
2. That MFIPPA be updated to address current and emerging technologies;
3. That MFIPPA regulate the need for consistent routine disclosure practices across institutions;
4. That the threshold for frivolous and/or vexatious actions be reviewed, and take into consideration the community and available resources in which it is applied;
5. That the threshold for frivolous and/or vexatious also consider the anonymity of requesters, their abusive nature and language in requests to ensure protection from harassment as provided for in Occupational Health and Safety Act;
6. That the application and scalability of fees be designed to ensure taxpayers are protected from persons abusing the access to information process;
7. That administrative practices implied or required under the Act, including those of the IPC, be reviewed and modernized;
8. That the integrity of the Act be maintained to protect personal privacy and transparent governments.

If you have any questions or comments, please contact Judy Smith at ckclerk@chatham-kefn.ca

Sincerely,

Judy Smith

Digitally signed by
Judy Smith
Date: 2023.07.05
10:48:27 -04'00'

Judy Smith, CMO
Director Municipal Governance
Clerk /Freedom of Information Coordinator

c.

Lianne Rood, MP
Dave Epp MP
Trevor Jones, MPP
Monte McNaughton, MPP
Information and Privacy Commissioner of Ontario
Association of Municipalities of Ontario
AMCTO Legislative and Policy Advisory Committee
Ontario municipalities

'mmclaren@hortontownship.ca'; 'mono@townofmono.com'; 'moonbeam@moonbeam.ca'; 'mouellet@clarence-rockland.com'; 'mutter@county.haliburton.on.ca'; 'msampson@amcto.com'; Municipality of Bluewater <bluewater@town.bluewater.on.ca>; 'municipality@eastferris.ca'; 'municipality@redlake.ca'; 'municipality@temiskamingshores.ca'; 'nairancentre@personainternet.com'; 'naw@nalgonawil.com'; 'neebing@neebing.org'; 'nfo@countyofrenfrew.on.ca'; 'nirving@town.aylmer.on.ca'; 'office@chatsworth.ca'; 'office@faraday.ca'; 'office@georgianbluffs.on.ca'; 'office@newbury.ca'; 'office@townshipofjoly.com'; 'oilsprings@ciaccess.com'; 'peggy.dupuis@oliverpaipoonge.on.ca'; 'peggy@baldwin.ca'; 'pembroke@pembroke.ca'; 'peter.fay@brampton.ca'; 'petrolia@petrolia.ca'; 'pgrego@twp.prince.on.ca'; 'picklelake@picklelake.org'; 'pinej@hastingscounty.com'; 'plumtwsp@onlink.net'; 'public.info@mississauga.ca'; 'questions@cambridge.ca'; 'rainyriver@tbaytel.net'; 'ramara@ramara.ca'; 'reception@blackriver-matheson.com'; 'reception@mapleton.ca'; 'reception@northkawartha.on.ca'; 'reception@uclg.on.ca'; 'reception@westlincoln.ca'; 'regional.clerk@york.ca'; 'regionalclerk@regionofwaterloo.ca'; 'renee.chaperon@stcharlesontario.ca'; 'reynald.rivard@armstrong.ca'; 'Rick.Oconnor@ottawa.ca'; 'ritchiec@northumberlandcounty.ca'; 'rmadere@wainfleet.ca'; 'rmens@townofparrysound.com'; 'rmurphy@townofbwg.com'; 'royward.hpayne@bellnet.ca'; 'rtrimble@lanarkhighlands.ca'; 'sbpen@bmts.com'; 'sbryce@villageofwestport.ca'; scarr@gorebay.a; 'service@kenora.ca'; 'service@oshawa.ca'; 'ServiceOakville@oakville.ca'; 'sharon.vokes@grey.ca'; shelmkay@clearview.ca; 'shuniah@shuniah.org'; 'skitchen@kingsville.ca'; 'southalgonquin@xplornet.com'; 'southwold@southwold.ca'; 'spparisien@prescott-russell.on.ca'; 'stjoeadmin@bellnet.ca'; 'suzannej@haltonhills.ca'; 't.graham@marmoraandlake.ca'; 'toc@ontera.net'; 'town@eastwillimbury.ca'; 'town@espanola.ca'; 'town@fort-frances.com'; 'town@mississippimills.ca'; 'town@northperth.ca'; 'townclerk@milton.ca'; 'townhall@collingwood.ca'; 'townhall@goderich.ca'; 'townmail@deepriver.ca'; 'townofhearst@hearst.ca'; 'township@amaranth-eastgary.ca'; 'township@centralfrontenac.com'; 'township@dubreuilville.ca'; 'township@emo.ca'; 'township@ntl.sympatico.ca'; 'township@perthsouth.ca'; 'township@wellington-north.com'; 'townshipofmorley@gmail.com'; 'townthess@bellnet.ca'; TR Inquiries <inquiries@huroncounty.ca>; 'treasurerofchamberlain@ontera.net'; 'TSmith@Tillsonburg.ca'; 'twalker@penetanguishene.ca'; 'twilbee@dysartetal.ca'; 'twphill@parolink.net'; 'twpmacd@onlink.net'; 'twpoconn@tbaytel.net'; 'twpopas@persona.ca'; 'twpshcm@xplornet.com'; 'twptehk@amtelecom.net'; 'vanessa@townshipleeds.on.ca'; 'visit@temagami.ca'; 'webmaster@cobourg.ca'; 'webmaster@london.ca'; 'webmaster@twp.stclair.on.ca'; 'westelgin@westelgin.net'; 'winniempl@onlink.net'; 'wollaston@bellnet.ca'

Cc: Cox, Tyler <Tyler.Cox@ottawa.ca>; Donnelly Ferguson, Emerson <emerson.donnelyferguson@ottawa.ca>; advocacy <advocacy@amcto.com>

Subject: City of Ottawa - Advisory Body Review

Colleagues,

I hope this email finds you well, hopefully enjoying a summer break from Council meetings. The purpose of this email is to share with you a recent report from the City of Ottawa titled, "[Advisory Body Review](#)."

By way of background, the report is an "extension" of the [2022-2026 Governance Review Report](#), which Ottawa City Council approved in December 2022. The purpose for the second, most recent report was to respond to various developments in the municipal sector during the 2018-2022 Term of Council that caught the attention of many clerks, namely a decision by the Ontario Divisional Court (*Kroetsch v. Integrity Commissioner for the City of Hamilton, 2021 (ONSC 7982)*) and certain closed meetings investigations conducted by the Ontario Ombudsman. In particular, these developments resulted in the need for staff to consider which of the City of Ottawa's advisory bodies may be considered to be statutory "local boards."

Accordingly, the December 2022 Governance Review report had recommended that Council direct the City Clerk to bring forward to Committee and Council a report and recommendations regarding matters relating to advisory bodies such as Advisory Committees, Council Sponsors Groups and Community Advisory Tables.

Following additional research, including consultation with Members of Council, departmental staff, Legal Services, and the City's Integrity Commissioner, the recent Advisory Body Review report made several recommendations. Without listing all the recommendations, the report notably recommended the following:

1. A revised Advisory Committee structure, reducing the number of Advisory Committees to the four (4) required by legislation. Under the revised structure, the City's Advisory Committees would include the following:
 - a. The Accessibility Advisory Committee (required under the *Accessibility for Ontarians with Disabilities Act, 2005*).
 - b. The Community Safety and Well-Being Advisory Committee (required under the *Police Services Act*).
 - c. The French Language Services Advisory Committee (required under the City of Ottawa's Bilingualism Policy, which is tied to the Bilingualism By-law and requirements under the *City of Ottawa Act, 1999*).
 - d. The Planning Advisory Committee (required under the *Planning Act*).
2. Direction that each Advisory Committee to adopt and provide to the Office of the City Clerk by the end of Q3 of 2023 the mandatory governance documents and minimum provisions included in Document 3 to address statutory by-law and policy requirements for local boards under the *Municipal Act, 2001*.
3. The repeal of the Advisory Committee Procedure By-law (By-law No. 2019-44, as amended).
4. Approval of a \$125 per meeting honorarium for members of the Accessibility Advisory Committee, to be funded from existing resources.
5. Amendments to the Terms of Reference for the Planning Advisory Committee, as set out in Document 4;
6. That Council receive the update regarding interim changes to Advisory Committees made through the 2022-2026 Council Governance Review (i.e. virtual meetings, hybrid orientation sessions, etc.)
7. That Council receive for information the general procedural guidance for the following *ad hoc* advisory bodies, as set out in Documents 5 and 6:
 - a. Council Sponsors Groups; and
 - b. Department-led Working Groups;
8. That Council receive for information the mandate, membership and other details regarding the establishment of the new Transit Working Group.

When the report was considered at Standing Committee, there was a fair amount of interest from Members of Council; although, a lot of it pertained to a separate, amending motion to dissolve a body known as Crime Prevention Ottawa. Setting aside this "Ottawa-only" phenomenon, Council also adopted amending motions that signal that further revisions to advisory bodies may be forthcoming. In particular, Council adopted a [Committee recommendation](#) that my Office establish performance measures to evaluate the contributions of advisory bodies, including whether they are assisting Council with achieving its strategic priorities. Furthermore, [Council referred](#) the General Procedural Guidance for Department-led Working Groups, as set out in Document 6, back to staff so that the Guidance can be further reviewed in consultation with a Council Sponsors Group. Staff will report back to Council on this matter as part of the Mid-Term Governance Review, which is scheduled for next summer.

All this to say, while the report itself received a fair amount of attention, more changes to Ottawa's advisory bodies appear to be "in the offing."

Since the above-noted developments in the "muniverse" provide an opportunity for all of us to reflect on our own local governance practices, I thought you might find Ottawa's response to these

developments to be of interest. On that note, please do not hesitate to contact me should you have any questions about this report.

For now, I offer my best wishes for a safe and “meeting-free” summer!

Thanks,

Rick

M. Rick O’Connor, CMO, LLB | OMA, LL.B.

City Clerk | Greffier municipal

Certified Specialist (Municipal Law: Local Government) |

Spécialiste agréé (Loi sur les municipalités : administration locale)

City of Ottawa | Ville d'Ottawa

Tel. | Tél. 613.580.2424, ext. | poste 21215

rick.oconnor@ottawa.ca

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File Number: ACS2023-FCS-FLT-0002

July 18, 2023

Colin Best,
President of the Association of Municipalities (AMO)
200 University Ave., Suite 801
Toronto, Ontario, M5H 3C6
amopresident@amo.on.ca

By e-mail

Re: Donation of Decommissioned Ambulance to St. John Ambulance

Mr. Best,

On behalf of Ottawa City Council, I am writing to advise that the City of Ottawa has approved the attached report from the Finance and Corporate Services Committee to donate a decommissioned ambulance to St. John Ambulance.

Additionally, I would like to draw to your attention to a motion Ottawa City Council approved at the City Council meeting of June 14, 2023, to donate a decommissioned ambulance to the Embassy of Ukraine:

MOTION 2023 16-16

Moved by: Councillor R. Brockington

Seconded by: Mayor M. Sutcliffe

WHEREAS the City of Ottawa has previously donated surplus ambulances to specific causes or organizations, such as the Salvation Army Community and Emergency Response team, the Government of Nunavut as well as organizations doing work in Ghana and Ethiopia; and

WHEREAS the Embassy of Ukraine has expressed a need for a decommissioned ambulance to support their humanitarian efforts and provide medical aid in this growing emergency situations; and

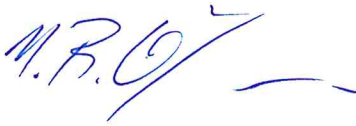
WHEREAS the provision of an ambulance will pursue the goal of ensuring adequate conditions to provide urgent medical care and to further improve emergency response in the Ukraine; and

WHEREAS Section 41(4) of the City's Procurement By-law 2000-50, as amended, states that: "the sale of surplus furniture, vehicles, equipment, stock, supplies and other goods and material shall be made to the highest responsive bidder and the sale shall be made in accordance with the provisions of this by-law where applicable;" and

THEREFORE BE IT RESOLVED that Council waive Subsection 41(4) of By-law No. 2000-50, as amended, and approved the donation of one ambulance to the Embassy of Ukraine.

Should you have any questions regarding these actions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "M. R. O'Connor", with a horizontal line extending to the right.

M. Rick O'Connor
City Clerk, City of Ottawa

Encl (1)

cc: Municipalities of Ontario
amo@amo.on.ca

1. **Donation of Decommissioned Ambulance to St. John Ambulance**
Don d'une ambulance mise hors service à Ambulance Saint-Jean

Committee Recommendation

That Council waive Subsection 41(4) of the City's Procurement By-law 2000-50, as amended, and approve the donation of one decommissioned ambulance to St. John Ambulance, with the lost residual value to be funded from the Fleet Reserves.

Recommandation du Comité

Que le Conseil suspend l'application du paragraphe 41(4) du Règlement sur les approvisionnements de la Ville (no 2000-50), dans sa version modifiée, et d'approuver le don d'une ambulance mise hors service à Ambulance Saint-Jean, en récupérant la valeur résiduelle perdue dans les fonds du parc automobile.

Documentation/Documentation

1. General Manager and Chief Financial Officer's Report (A), Finance and Corporate Services Department, submitted 22 June 2023 (ACS2023-FCS-FLT-0002)

Rapport du Directeur général et chef des finances (T), Direction générale des finances et des services organisationnels, daté le 22 juin 2023 (ACS2023-FCS-FLT-0002)

Subject: Donation of Decommissioned Ambulance to St. John Ambulance

File Number: ACS2023-FCS-FLT-0002

Report to Finance and Corporate Services Committee on 4 July 2023

and Council 12 July 2023

Submitted on June 22, 2023 by Cyril Rogers, General Manager and Chief Financial Officer (A), Finance and Corporate Services Department

Contact Person: Laila Gibbons, Director, Fleet Services, Finance and Corporate Services Department

613-580-2424 x23988, Laila.Gibbons@ottawa.ca

Ward: Citywide

Objet : Don d'une ambulance mise hors service à Ambulance Saint-Jean

Dossier : ACS2023-FCS-FLT-0002

Rapport au Comité des finances et des services organisationnel

le 4 juillet 2023

et au Conseil le 12 juillet 2023

Soumis le 22 juin par Cyril Rogers, Directeur général et chef des finances (T), Direction générale des finances et des services organisationnels

Personne ressource : Laila Gibbons, Directrice, Services du parc automobile, Direction générale des finances et des services organisationnels

613-580-2424 poste 23988, Laila.Gibbons@ottawa.ca

Quartier : À l'échelle de la ville

REPORT RECOMMENDATION

That the Finance and Corporate Services Committee recommend that Council waive Subsection 41(4) of the City's Procurement By-law 2000-50, as amended, and approve the donation of one decommissioned ambulance to St. John Ambulance, with the lost residual value to be funded from the Fleet Reserves.

RECOMMANDATION DU RAPPORT

Que le Comité des finances et des services organisationnels recommande au Conseil de suspendre l'application du paragraphe 41(4) du *Règlement sur les approvisionnements* de la Ville (n° 2000-50), dans sa version modifiée, et d'approuver le don d'une ambulance mise hors service à Ambulance Saint-Jean, en récupérant la valeur résiduelle perdue dans les fonds du parc automobile.

BACKGROUND

City Council, at its meeting on 31 August 2022, approved the following Motion ([2022-81/20](#)):

WHEREAS St. John Ambulance (Ambulance St-Jean) supports events and festivals in the City of Ottawa by supporting the Ottawa Paramedic Service, including but not limited to opioid harm reduction; and

WHEREAS St. John Ambulance is seeking the donation of a surplus ambulance to provide training to employees and volunteers and to replace the one currently used for service the public in sports, arts, cultural festivals and major events.

WHEREAS the City of Ottawa has approximately 85 to 90 ambulances in its fleet at any given period and the expected life cycle of an ambulance is estimated at 54 months and between 200,000 to 230,000 kilometers; and

WHEREAS the City of Ottawa usually disposes of roughly 10 to 12 ambulances per year and the next replacement cycle for ambulances in Ottawa is scheduled for June, 2023 (31 new ambulances on order); and

WHEREAS the residual value of a used ambulance averages between \$20,000 to \$23,000; and

WHEREAS Section 41(4) of the City's Procurement By-law 2000-50, as amended, states that: "the sale of surplus furniture, vehicles, equipment, stock, supplies and other goods and material shall be made to the highest responsive bidder and the sale shall be made in accordance with the provisions of this by-law where applicable." And

WHEREAS Ottawa City Council has previously waived this provision in order to donate of surplus ambulances to specific causes or organizations (for example, the Salvation Army Community and Emergency Response team, and organizations doing work in Ghana and Ethiopia);

THEREFORE BE IT RESOLVED that staff report back to Council when the next ambulance is ready for disposal, and,

BE IT FURTHER RESOLVED that at the time of the report, Council consider waiving Subsection 41(4) of By-law No. 2000-50, as amended, and consider the donation of one ambulance to St. John Ambulance, with the lost residual value be funded from the Fleet Reserves.

The City's Disposal of Fleet Vehicles and Equipment Policy includes the following provision on Donation:

"Through donation to an eligible person group or body where Council considers the donation to be in the interest of the City, as set out in the *Municipal Act*. This option is initiated by a sponsoring Councillor. The report or motion brought forward to Committee, Transit Commission or Council must waive section 41(4) of the procurement by-law to allow the donation."

DISCUSSION

St. John Ambulance has requested the donation of a decommissioned ambulance to provide training to employees and volunteers and to replace the one currently used to service the public in sports, arts, cultural festivals and major events.

The City of Ottawa has, over the years, donated decommissioned vehicles to non-profit charitable organizations that serve the public interest. St. John Ambulance is a charitable organization that provides first aid and emergency medical services to the community. A decommissioned ambulance from the City of Ottawa would be a valuable asset for St. John Ambulance, as it would allow them to continue to support sports, arts, cultural festivals and major events in collaboration with the Ottawa Paramedic Service to provide medical coverage and assistance to event attendees and organizers. A decommissioned ambulance has been used in the past for training and education purposes, as well as opioid harm reduction. By donating a decommissioned ambulance to St. John Ambulance, the City of Ottawa would be supporting a worthy cause that benefits the health and safety of its residents.

The City of Ottawa roughly disposes of 10 to 12 ambulances per year and the next replacement cycle for ambulances in Ottawa is anticipated in Q3 2023 (31 new ambulances on order). The residual value of a used ambulance averages between \$20,000 to \$23,000. The Procurement By-law provides that “the sale of surplus furniture, vehicles, equipment, stock, supplies and other goods and material shall be made to the highest responsive bidder and the sale shall be made in accordance with the provisions of this by-law where applicable,” which also applies to used/decommissioned vehicles. Ottawa City Council has previously waived this provision in order to donate surplus ambulances to specific causes or organizations (for example, the Salvation Army Community and Emergency Response team, and organizations doing work in Ghana and Ethiopia).

FINANCIAL IMPLICATIONS

Should Council approve waiving Subsection 41(4) of By-law No. 2000-50, as amended, the lost residual value of donating one ambulance, estimated between \$20,000 to \$23,000, will be funded from the Fleet Reserve.

LEGAL IMPLICATIONS

There are no legal impediments to approving the recommendation in this report.

COMMENTS BY THE WARD COUNCILLOR(S)

This is a citywide report.

CONSULTATION

Staff from the Finance and Corporate Services Department and Fleet Services Branch were consulted in the preparation of this report and support the donation of the decommissioned ambulance to the St. John Ambulance.

ACCESSIBILITY IMPACTS

No accessibility impacts have been identified.

RISK MANAGEMENT IMPLICATIONS

No risk management implications have been identified.

TERM OF COUNCIL PRIORITIES

This report aligns with the following objective in the 2019-2022 City Strategic Plan and Term of Council Priorities:

- Thriving Communities priority in promoting safety for our residents

DISPOSITION

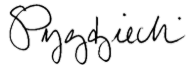
Fleet Services will arrange for donation of the decommissioned ambulance upon Council approval. Legal Services will complete the Donation Agreement and any documents required to transfer the ownership of the decommissioned ambulance.

City Clerk's Office

Secretariat
Sylwia Przewdziecki
Council Secretariat Support
City Hall, 12th Floor, West
100 Queen Street West
Toronto, Ontario M5H 2N2Tel: 416-392-7032
Fax: 416-392-2980
e-mail: Sylwia.Przewdziecki@toronto.ca
web: www.toronto.ca**In reply please quote:
Ref.: 23-PH4.8**

(Sent by Email)

July 25, 2023

ALL ONTARIO MUNICIPALITIES:**Subject: Planning and Housing Committee Item 4.8
City Comments on the Proposed Provincial Planning Statement (Ward All)**City Council on June 14 and 15, 2023, considered [Item PH4.8](#), and a copy is attached for your information or appropriate action.

for City Clerk

S. Przewdziecki/wg

Attachment

Sent to: Minister of Municipal Affairs and Housing, Province of Ontario
Minister of Economic Development, Job Creation and Trade, Province of Ontario
Leader, Official Opposition, Province of Ontario
Members of Provincial Parliament
All Ontario Municipalities
Executive Director, Association of Municipalities of Ontario

c. City Manager

Planning and Housing Committee

PH4.8		Adopted		Ward: All
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City Comments on the Proposed Provincial Planning Statement

City Council Decision

City Council on June 14 and 15, 2023, adopted the following:

1. City Council express its concern to the Minister of Municipal Affairs on the general direction taken in the proposed Provincial Planning Statement as it represents fundamental changes in how growth planning is carried out in the Province and by the City of Toronto.
2. City Council support in principle the provisions in the proposed Provincial Planning Statement that encourage the supply of housing, notwithstanding, that references to "Affordable Housing" and "Housing that is affordable to low-and moderate-income households" have not been carried over.
3. City Council request the Province of Ontario through ERO 019-6813 and outlined in Attachment 1 to the report (May 17, 2023) from the Chief Planner and Executive Director, City planning to:
 - a. maintain all policy references to “residential intensification” and “redevelopment” in the current Provincial Policy Statement to provide clarity that where sufficient land and servicing exists to accommodate forecast population through infill, the need for greenfield development is diminished;
 - b. require that large and fast-growing municipalities accommodate a minimum of 50 percent of all residential development within their existing settlement area and that new settlement areas or settlement area expansion lands are planned for a minimum density target of 50 residents and jobs per gross hectare;
 - c. maintain the density targets of Urban Growth Centres (Growth Plan 2.2.3.2) and policies that directed how Urban Growth Centres will be planned (Growth Plan 2.2.3.1);
 - d. provide flexibility for municipalities to identify additional higher order transit corridors that deviate from the definition of "higher order transit" in the proposed Provincial Planning Statement;
 - e. maintain the Growth Plan policies (2.2.4.8 – 2.2.4.10) that support the development of complete communities with a compact built form and affordable housing within Major Transit Station Areas, on lands adjacent to Major Transit Station Areas, and along transit corridors;
 - f. include reference to affordable housing in Provincial Planning Statement Policy 2.4.2.6 given provincial direction to include affordable housing in Protected Major Transit Station

Areas through inclusionary zoning;

g. maintain that municipalities may identify a settlement area or allow the expansion of a settlement area boundary only at the time of a 5-year official plan update and only where it has been demonstrated that certain conditions have been met (Provincial Policy Statement 1.1.3.8);

h. lead a provincial-municipal process with large and fast-growing municipalities for the periodic preparation of regional population and employment forecasts. Enable municipalities to continue to be able to adopt higher forecasts;

i. direct municipalities in the Greater Golden Horseshoe to continue using population and employment forecasts of Schedule 3 of the Growth Plan for managing growth to 2051 and ensuring “at least 25 year” supply of land;

j. maintain the current definitions of “affordable” housing and "low and moderate-income households" or provide explicit direction for municipalities to set their own definition;

k. maintain the requirement for municipalities to establish targets for housing affordable to low- and moderate-income households (Provincial Policy Statement 1.4.3(a)) and for affordable ownership and affordable rental housing (Growth Plan 2.2.6.1(a)(ii));

l. maintain Growth Plan policy 2.2.6.3 that provides direction to municipalities to use available tools to require that multi-unit residential developments incorporate a mix of unit types to accommodate a diverse range of households sizes and incomes;

m. revise the definition of “housing options” to include consideration for affordable housing, tenure, and unit types to accommodate a range of household sizes;

n. amend proposed policy 2.2.1.b.2, related to the conversion of existing commercial and institutional buildings for residential uses, to include a requirement to maintain or replace employment space within the redevelopment or within an off-site location;

o. enact a Regulation to permit the use of zoning with conditions, pursuant to Section 113 of the City of Toronto Act, 2006, that would enable a municipality to secure replacement employment space as part of redevelopments proposing to convert existing commercial and institutional space;

p. enact a Regulation to permit the use of conditional zoning, pursuant to Section 113 of the City of Toronto Act 2006, that would enable the City to require and secure employment space to be provided prior to, or concurrent with any non-employment uses, including residential;

q. revise the Employment Area definition to explicitly include film production, cluster of office uses, stand-alone convenience retail and services to serve businesses and workers within Employment Areas, and enable municipalities to define components of Employment Areas to serve local economies;

r. maintain the current timeframe for when a conversion of employment lands can be considered: only when municipalities are undertaking their 5-year Official Plan review, absent the Municipal Comprehensive Review concept;

s. strengthen land use policy protections for all Employment Areas across the Province to ensure that these lands support the economy and are viable over the long-term;

- t. require that municipalities determine that sensitive land uses proposed near manufacturing, warehousing and other major facilities are compatible or can be made compatible prior to permitting a sensitive land use;
- u. retain the existing Growth Plan policy (2.2.5.8) which requires that the development of sensitive land uses, major retail and major office will avoid, or where avoidance is not possible, minimize and mitigate adverse impacts on industrial, manufacturing or other major facilities;
- v. maintain the current Provincial Policy Statement and Growth Plan policies that explicitly support energy efficiency, increased vegetation, and improved air quality;
- w. maintain and expand the geographic scope of the current Provincial Policy Statement and Growth Plan policies related to natural heritage protection, climate action, intensification, and greenhouse-gas reduction;
- x. expand the geographic scope of the Growth Plan's protections for natural heritage systems (4.2.2), water resource systems and watershed planning (4.2.1), and stormwater management (3.2.7) to the entire Province;
- y. maintain the Growth Plan's provincially identified Agricultural System;
- z. maintain Growth Plan policy 4.2.8.1 requiring municipalities to develop and implement official plan policies and other strategies related to conserving mineral aggregate resources;
- aa. change the definition of "waste management system" to consider the waste hierarchy and is inclusive of and prioritizes resource recovery and environmental outcomes consistent with the Province's circular economy ambitions;
- bb. align the Waste Management policies with the language of the Waste Free Ontario Act and Resource Recovery and Circular Economy Act and provide guidance on how municipalities are to interpret the Waste Management policies in the Provincial Planning Statement alongside the Resource Recovery and Circular Economy Act;
- cc. include policy direction that requires municipalities to coordinate and plan for appropriate and adequate shared waste management infrastructure;
- dd. include policy direction that ensures the provision of lands for integrated waste management, including recycling and processing facilities, and residual disposal/management;
- ee. maintain and expand the geographic scope of Growth Plan policy 4.2.1.4 that requires a sub-watershed plan for large-scale development in greenfield areas;
- ff. maintain policy references to "key hydrologic features, key hydrologic areas and their functions", from the current Provincial Policy Statement (2.2.1(e)) and expand the geographic scope of Growth Plan policy 4.2.1.2;
- gg. include direction in the proposed Provincial Planning Statement that planning authorities shall protect, improve, or restore the quality and quantity of water;
- hh. recognize and promote green infrastructure's role in water and stormwater systems;

- ii. maintain all transportation related policies in the current Provincial Policy Statement and Growth Plan that support reducing vehicle trips;
- jj. include language regarding planning for a transportation system in way that accounts for factors such as equity, cost, air quality, winter maintenance and resiliency;
- kk. modify policies concerning the protection of heritage properties to say, “protected heritage property shall be conserved”, recognizing that the definition of “protected heritage property” includes more than lands with built heritage resources or cultural heritage landscapes;
- ll. maintain the existing Land Needs Assessment methodology as Provincial guidance to the large and fast-growing municipalities for assessing land needs as a complement to the Provincial Projections Methodology Guideline available to other municipalities;
- mm. include as part of the transition regulation that all planning matters (Official Plan Amendments or Zoning By-law Amendments) that predate the in-effect date of the new Provincial Planning Statement be transitioned under the existing planning framework. These include planning matters that are: (1) deemed complete and in process/under review; (2) city-initiated process underway or nearing completion, or (3) Council-adopted but is under appeal or appeal period nearing;
- nn. continue to transition Official Plan Amendment 231 as a matter in process that was approved under the Growth Plan, 2006;
- oo. acknowledge the importance of and requirement for undertaking integrated planning across the Province;
- pp. provide guidance on expectations with respect to municipal engagement with Indigenous communities on land use planning matters that identify best practices;
- qq. clarify the scope of a municipality's obligation to identify potential impacts of decisions on the exercise of Aboriginal or treaty rights and how the Province's role in addressing asserted Aboriginal or treaty rights will be integrated in the municipal decision-making process; and
- rr. add a new policy that enables municipalities to put in place local policies that address the changing nature of office space and needs to reflect the local context.

4. City Council confirm that film production will continue to be considered a form of manufacturing for the purposes of land use planning and interpretation of official plan policies and zoning standards.

5. City Council forward Attachment 2 to the report (May 17, 2023) from the Chief Planner and Executive Director, City Planning from the Film Commissioner and Director, Entertainment Industries related to the impacts the proposed Provincial Planning Statement has on the City's film production industry to the Minister of Municipal Affairs and Housing and the Minister of Economic Development, Job Creation and Trade.

6. City Council forward a copy of the report (May 17, 2023) from the Chief Planner and Executive Director, City Planning to the Premier of Ontario, the Minister of Municipal Affairs and Housing, the Minister of Economic Development, Job Creation and Trade, the Leader of

the Official Opposition, all Ontario MPPs, the Association of Municipalities of Ontario, and all Ontario municipalities for their information and consideration.

7. City Council request the Minister of Municipal Affairs and Housing to undertake dedicated consultation with affected industry stakeholders on any changes to policies related to the protection of employment lands in advance of proceeding with the proposed Provincial Planning Statement.

Committee Recommendations

The Planning and Housing Committee recommends that:

1. City Council express its concern to the Minister of Municipal Affairs on the general direction taken in the proposed Provincial Planning Statement as it represents fundamental changes in how growth planning is carried out in the province and by the City of Toronto.
2. City Council support in principle the provisions in the proposed Provincial Planning Statement that encourage the supply of housing, notwithstanding, that references to "Affordable Housing" and "Housing that is affordable to low- and moderate-income households" have not been carried over.
3. City Council request the Province through ERO 019-6813 and outlined in Attachment 1 to the report (May 17, 2023) from the Chief Planner and Executive Director, to:
 - a. maintain all policy references to "residential intensification" and "redevelopment" in the current Provincial Policy Statement to provide clarity that where sufficient land and servicing exists to accommodate forecast population through infill, the need for greenfield development is diminished.
 - b. require that large and fast-growing municipalities accommodate a minimum of 50 percent of all residential development within their existing settlement area and that new settlement areas or settlement area expansion lands are planned for a minimum density target of 50 residents and jobs per gross hectare.
 - c. maintain the density targets of Urban Growth Centres (Growth Plan 2.2.3.2) and policies that directed how Urban Growth Centres will be planned (Growth Plan 2.2.3.1).
 - d. provide flexibility for municipalities to identify additional higher order transit corridors that deviate from the definition of "higher order transit" in the proposed Provincial Planning Statement.
 - e. maintain the Growth Plan policies (2.2.4.8 – 2.2.4.10) that support the development of complete communities with a compact built form and affordable housing within MTSAs, on lands adjacent to MTSAs, and along transit corridors.
 - f. include reference to affordable housing in Provincial Planning Statement Policy 2.4.2.6 given provincial direction to include affordable housing in Protected Major Transit Station Areas through inclusionary zoning.
 - g. maintain that municipalities may identify a settlement area or allow the expansion of a settlement area boundary only at the time of a 5-year official plan update and only where it has been demonstrated that certain conditions have been met (Provincial Policy Statement 1.1.3.8).

- h. lead a provincial-municipal process with large and fast-growing municipalities for the periodic preparation of regional population and employment forecasts. Enable municipalities to continue to be able to adopt higher forecasts.
- i. direct municipalities in the Greater Golden Horseshoe to continue using population and employment forecasts of Schedule 3 of the Growth Plan for managing growth to 2051 and ensuring “at least 25 year” supply of land.
- j. maintain the current definitions of “affordable” housing and "low and moderate-income households" OR provide explicit direction for municipalities to set their own definition.
- k. maintain the requirement for municipalities to establish targets for housing affordable to low- and moderate-income households (Provincial Policy Statement 1.4.3(a)) and for affordable ownership and affordable rental housing (Growth Plan 2.2.6.1(a)(ii))
- l. maintain Growth Plan policy 2.2.6.3 that provides direction to municipalities to use available tools to require that multi-unit residential developments incorporate a mix of unit types to accommodate a diverse range of households sizes and incomes.
- m. revise the definition of “housing options” to include consideration for affordable housing, tenure, and unit types to accommodate a range of household sizes.
- n. amend proposed policy 2.2.1.b.2, related to the conversion of existing commercial and institutional buildings for residential uses, to include a requirement to maintain or replace employment space within the redevelopment or within an off-site location.
- o. enact a Regulation to permit the use of zoning with conditions, pursuant to Section 113 of the City of Toronto Act 2006, that would enable a municipality to secure replacement employment space as part of redevelopments proposing to convert existing commercial and institutional space.
- p. enact a Regulation to permit the use of conditional zoning, pursuant to Section 113 of the City of Toronto Act 2006, that would enable the City to require and secure employment space to be provided prior to, or concurrent with any non-employment uses, including residential.
- q. revise the Employment Area definition to explicitly include film production, cluster of office uses, stand-alone convenience retail and services to serve businesses and workers within Employment Areas, and enable municipalities to define components of Employment Areas to serve local economies.
- r. maintain the current timeframe for when a conversion of employment lands can be considered: only when municipalities are undertaking their 5-year Official Plan review, absent the Municipal Comprehensive Review concept.
- s. strengthen land use policy protections for all Employment Areas across the Province to ensure that these lands support the economy and are viable over the long-term.
- t. require that municipalities determine that sensitive land uses proposed near manufacturing, warehousing and other major facilities are compatible or can be made compatible prior to permitting a sensitive land use.

u. retain the existing Growth Plan policy (2.2.5.8) which requires that the development of sensitive land uses, major retail and major office will avoid, or where avoidance is not possible, minimize and mitigate adverse impacts on industrial, manufacturing or other major facilities.

v. maintain the current Provincial Policy Statement and Growth Plan policies that explicitly support energy efficiency, increased vegetation, and improved air quality.

w. maintain and expand the geographic scope of the current Provincial Policy Statement and Growth Plan policies related to natural heritage protection, climate action, intensification, and greenhouse-gas reduction.

x. expand the geographic scope of the Growth Plan's protections for natural heritage systems (4.2.2), water resource systems and watershed planning (4.2.1), and stormwater management (3.2.7) to the entire Province.

y. maintain the Growth Plan's provincially identified Agricultural System.

z. Maintain Growth Plan policy 4.2.8.1 requiring municipalities to develop and implement official plan policies and other strategies related to conserving mineral aggregate resources.

aa. change the definition of "waste management system" to consider the waste hierarchy and is inclusive of and prioritizes resource recovery and environmental outcomes consistent with the Province's circular economy ambitions.

bb. align the Waste Management policies with the language of the Waste Free Ontario Act and Resource Recovery and Circular Economy Act (RRCEA) and provide guidance on how municipalities are to interpret the Waste Management policies in the Provincial Planning Statement alongside the RRCEA.

cc. include policy direction that requires municipalities to coordinate and plan for appropriate and adequate shared waste management infrastructure.

dd. include policy direction that ensures the provision of lands for integrated waste management, including recycling and processing facilities, and residual disposal/management.

ee. maintain and expand the geographic scope of Growth Plan policy 4.2.1.4 that requires a sub-watershed plan for large-scale development in greenfield areas.

ff. maintain policy references to "key hydrologic features, key hydrologic areas and their functions", from the current Provincial Policy Statement (2.2.1(e)) and expand the geographic scope of Growth Plan policy 4.2.1.2.

gg. include direction in the proposed Provincial Planning Statement that planning authorities shall protect, improve, or restore the quality and quantity of water.

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ii. maintain all transportation related policies in the current Provincial Policy Statement and Growth Plan that support reducing vehicle trips.

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mm. include as part of the transition regulation that all planning matters (Official Plan Amendments or Zoning By-law Amendments) that predate the in-effect date of the new Provincial Planning Statement be transitioned under the existing planning framework. These include planning matters that are: (1) deemed complete and in process/under review; (2) city-initiated process underway or nearing completion, or (3) Council-adopted but is under appeal or appeal period nearing.

nn. continue to transition Official Plan Amendment 231 as a matter in process that was approved under the Growth Plan, 2006.

oo. acknowledge the importance of and requirement for undertaking integrated planning across the Province.

pp. provide guidance on expectations with respect to municipal engagement with Indigenous communities on land use planning matters that identify best practices.

qq. clarify the scope of a municipality's obligation to identify potential impacts of decisions on the exercise of Aboriginal or treaty rights and how the Province's role in addressing asserted Aboriginal or treaty rights will be integrated in the municipal decision-making process.

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6. City Council forward a copy of the report (May 17, 2023) from the Chief Planner and Executive Director to the Premier of Ontario, the Minister of Municipal Affairs and Housing, the Minister of Economic Development, Job Creation and Trade, the Leader of the Official Opposition, all Ontario MPPs, the Association of Municipalities of Ontario, and all Ontario municipalities for their information and consideration.

7. City Council request that the Minister of Municipal Affairs and Housing undertake dedicated consultation with affected industry stakeholders on any changes to policies related to the protection of employment lands in advance of proceeding with the proposed Provincial Planning Statement.

Origin

(May 17, 2023) Report from the Chief Planner and Executive Director, City Planning

Summary

The policy led planning system under which municipalities within the Greater Golden Horseshoe (GGH) Area have operated since 2006 has experienced numerous changes over the last 5 years requiring the City to continuously review, examine and adapt our planning policies and practices. On April 6, 2023 as part of Bill 97, the Ministry of Municipal Affairs and Housing introduced a draft Provincial Planning Statement that is intended to replace the current Provincial Policy Statement and the Growth Plan for the Greater Golden Horseshoe. Some policies of the Growth Plan are intended to be incorporated into the new Provincial Planning Statement and the Growth Plan is proposed to be repealed.

The proposed repeal of the Growth Plan now treats the region generally the same as any other part of the Province despite it being home to 70% of Ontarians. While some Growth Plan policies are found in the proposed Provincial Planning Statement, virtually all the foundational ones have been eliminated and the overall policy intent of establishing a regional plan to lay out and coordinate planning, resource and infrastructure management efforts has been abandoned. Absent a comprehensive and coordinated regional growth management framework, potential unintended consequences may include, loss of agricultural land and associated worsening food insecurity, degradation of the natural heritage system and it's ability to mitigate the impacts of climate change, impacts on water quality, uncoordinated infrastructure planning that increases costs for local and regional governments, uncoordinated and unsustainable development patterns that encourage car dependency, and the loss and removal of employment lands needed to support a diverse economic base.

The direction for regional planning implied in the draft Provincial Planning Statement represents a seminal change in the land use planning system in the GGH that together with recent and potential future governance changes pose risks to the widely recognized benefits of coordinated and integrated land use, resource and infrastructure planning and calls into question progress toward widely understood and desirable outcomes around climate adaptation, inclusion, economic and financial stability over the next decades. Growing imperatives around housing supply and paying for infrastructure should spark an evolution in regional planning through a focussed collaborative process around making the Growth Plan work better, without jettisoning its fundamental goals around limiting sprawl and long-term land use predictability.

The Province has provided stakeholders 60 days to review the proposed document and comments are due no later than June 5, 2023. Staff will submit the recommendations from Planning and Housing Committee to the provincial ERO posting and will submit additional comments received at City Council's meeting on June 14-16, 2023 as supplementary information to the recommendations contained in this report.

This report outlines staff comments on the proposed Provincial Planning Statement as itemized in Attachment 1. The recommendations contained in this report address concerns raised by City staff intended to inform the Ministry of the City's comments and suggested revisions to the proposed Provincial Planning Statement. Staff from City Planning, Engineering & Construction Services, Economic Development & Culture, the Housing Secretariat, Toronto Water, Parks,

Forestry & Recreation, Corporate Finance and Legal Services reviewed and provided comments organized in the following six themes:

1. Regional Planning;
2. Housing;
3. Employment Lands Planning;
4. Environment;
5. Infrastructure; and
6. Implementation

Background Information (Committee)

(May 17, 2023) Report and Attachments 1 and 3 from the Chief Planner and Executive Director, City Planning on City Comments on the Proposed Provincial Planning Statement (<https://www.toronto.ca/legdocs/mmis/2023/ph/bgrd/backgroundfile-236614.pdf>)
Attachment 2 - Provincial Planning Statement 2023: Impact on Film Production Industry (<https://www.toronto.ca/legdocs/mmis/2023/ph/bgrd/backgroundfile-236776.pdf>)

Communications (Committee)

(May 29, 2023) Letter from Geoff Kettel and Cathie Macdonald, Co-Chairs, Federation of North Toronto Residents' Associations (PH.New)
(<https://www.toronto.ca/legdocs/mmis/2023/ph/comm/communicationfile-169993.pdf>)
(May 31, 2023) Letter from Craig McLuckie, President, Toronto Industry Network (PH.New)
(<https://www.toronto.ca/legdocs/mmis/2023/ph/comm/communicationfile-170052.pdf>)
(May 31, 2023) Letter from Victoria Harding, Executive Director, DGC Ontario (PH.New)
(<https://www.toronto.ca/legdocs/mmis/2023/ph/comm/communicationfile-170104.pdf>)
(May 31, 2023) Letter from Issac Tang, Borden Ladner Gervais LLP, on behalf of PT Studios Inc. (PH.New)
(<https://www.toronto.ca/legdocs/mmis/2023/ph/comm/communicationfile-170105.pdf>)
(May 31, 2023) Letter from Peggy Kyriakidou, President, and Jayson Mosek, Business Agent, NABET 700-M UNIFOR (PH.New)
(<https://www.toronto.ca/legdocs/mmis/2023/ph/comm/communicationfile-170106.pdf>)

Communications (City Council)

(June 14, 2023) Letter from Les Veszlenyi and Angela Barnes, Co-Chairs of the Mimico Lakeshore Community Network (CC.Supp)
(<https://www.toronto.ca/legdocs/mmis/2023/cc/comm/communicationfile-170401.pdf>)
(May 31, 2023) Letter from Ian Carmichael and John Caliendo, Co-Chairs, ABC Residents Association (CC.New)
(<https://www.toronto.ca/legdocs/mmis/2023/cc/comm/communicationfile-170438.pdf>)

Speakers

Victoria Harding, Directors Guild of Canada - Ontario
Cynthia Lynch, FilmOntario
Peggy Kyriakidou, NABET 700M UNIFOR
Angela Mastronardi, IATSE Local 873



The Corporation of The Town of Amherstburg

August 15, 2023

SENT VIA EMAIL

Premier of Ontario
Legislative Building
Queens Park
Toronto, ON, M7A 1A4

Re: Town of Amherstburg Support Resolution - Violence Against Women

Dear Premier Ford,

Please be advised that the Town of Amherstburg, Town Council passed the following resolution at their regular meeting held on August 14, 2023:

That:

1. *The Town of Amherstburg **RECEIVE** correspondence from Violence Against Women Coordinating Committee Windsor Essex (VAWCCWE);*
2. *The Town of Amherstburg **DECLARE** Intimate Partner Violence (IPV) as an epidemic; and,*
3. *Correspondence stating such **BE FORWARDED** to the Honourable Doug Ford, Premier of Ontario, Local MPPs, and the Minister of Women's Social and Economic Opportunity.*

Motion Carried.

Regards,

Sarah Sabihuddin
Deputy Clerk, Town of Amherstburg
(519) 736-0012 ext. 2216
ssabihuddin@amherstburg.ca

cc:
Minister of Women's Social and Economic Opportunity;
Local MPPs;
Association of Municipalities of Ontario;
All Ontario Municipalities.

Donna McLeod

From: Ann MacDiarmid
Sent: August 14, 2023 9:24 PM
To: Donna McLeod
Subject: Fwd: Rail Safety Week 2023 – Sept 18-24, 2023 | Proclamation request – Follow up
Attachments: Image_20230814_100518_316.png; RSW2023_EN_Resolution_Canada.pdf; RSW2023_FR_Resolution_Canada.pdf

Ann MacDiarmid Mayor



☎ phone: (705) 732-4300
| toll free: (877) 473-4846

✉ annmacdiarmid@seguin.ca 🌐 www.seguin.ca

📍 5 Humphrey Drive, Seguin ON P2A 2W8

Begin forwarded message:

From: Daniel Salvatore <daniel.salvatore@cn.ca>
Date: August 14, 2023 at 2:32:47 PM EDT
To: Ann MacDiarmid <annmacdiarmid@seguin.ca>
Subject: Rail Safety Week 2023 – Sept 18-24, 2023 | Proclamation request – Follow up

Dear Mayor MacDiarmid:

I hope that this note finds you well and that you are enjoying the summer months. I wanted to take a moment to follow up with you on a note that CN's Chief of Police Stephen Covey would have sent you in July pertaining to Rail Safety Week 2023.

Year after year we at CN do our best to promote a better understanding and knowledge about the risks of being near railroad tracks. Every year more than 2,100 North Americans are killed or seriously injured because of unsafe behaviour around tracks and trains – every one of these incidents and deaths are preventable.

We would ask that you and council consider adopting the attached draft proclamation and that if you do choose to do so that you please send a copy of that proclamation via email to marie-pier.triganne@cn.ca.

Thank you for your time and consideration.

Regards,

Dan

Daniel Salvatore

Manager Public Affairs, Ontario & Atlantic Canada

Corporate Services

C: **647-544-3368**

RESOLUTION
IN SUPPORT OF RAIL SAFETY WEEK

WHEREAS *Rail Safety Week* is to be held across Canada from September 18 to 24, 2023;

WHEREAS, 232 railway crossing and trespassing incidents occurred in Canada in 2022; resulting in 66 avoidable fatalities and 43 avoidable serious injuries;

WHEREAS, educating and informing the public about rail safety (reminding the public that railway rights-of-way are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries cause by incidents involving trains and citizens; and

Whereas Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, police services, media and others to raise rail safety awareness;

Whereas CN has requested City Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

It is proposed by Councillor _____

seconded by Councillor _____

It is hereby **RESOLVED** to support national ***Rail Safety Week*** to be held from September 18 to 24, 2023.



www.operationlifesaver.ca



21 Church Street
Dunchurch, Ontario P0A 1G0
Phone: 705-389-2466 ~ Fax: 705-389-1855

www.whitestone.ca
E-mail: info@whitestone.ca

August 28, 2023

Amended

Delivered via email - premier@ontario.ca

Premier Doug Ford
Queen's Park
Legislative Building,
Toronto, ON M7A 1A1

Dear Premier Doug Ford

Re Regional amalgamation of West Parry Sound area municipalities

On August 24, 2023, the Council of the Municipality of Whitestone passed the following resolution:

Resolution No. 2023-405

Moved by: Councillor Joe Lamb

Seconded by: Councillor Brian Woods

WHEREAS the Mayors of Parry Sound and Seguin met with MPP Steven Clark and MPP Graydon Smith on August 3, 2023 to discuss opportunities associated with Regional amalgamation of West Parry Sound area municipalities; and

WHEREAS the Mayors of the West Parry Sound District met on August 10, 2023 in the Seguin offices to discuss Regional amalgamation; and

WHEREAS it is our understanding that the province has stated that no municipality will be forced to amalgamate with any other municipalities without permission and agreement; and

WHEREAS there was discussion of an independent third-party study of shared services and governance of the seven (7) area municipalities which may be funded by the Province; and

WHEREAS this study was to include asset management, shared services, human resources, taxation, by-laws etc.

THEREFORE, BE IT RESOLVED THAT the Municipality of Whitestone has no interest in amalgamating with any other area municipalities as we see no economic benefit to amalgamation which would only result in higher taxes and reduced services for Whitestone rate payers; and

THAT the Municipality of Whitestone has no interest in participating in any of the suggested studies with the other area municipalities as we view this as a 'slippery slope' leading to amalgamation; and

THAT this motion be circulated to the West Parry Sound area municipalities, MPP Steven Clark, MPP Graydon Smith and Premier Doug Ford.

Recorded Vote: requested by Councillor Nash

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray			
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie		X	
			Carried

Regards,

Michelle Hendry
Chief Administrative Officer / Clerk
MUNICIPALITY OF WHITESTONE

- cc Township of Archipelago (mmartin@thearchipelago.ca)
- Township of Carling (kmcllwain@carling.ca)
- Municipality of McDougall (lwest@mcdougall.ca)
- Township of McKellar (clerk@mckellar.ca)
- Township of Seguin (cjeffery@seguin.ca)
- Town of Parry Sound (rjohnson@parrysound.ca)
- Minister of Municipal Affairs & Housing, Steve Clark, MPP (steve.clark@pc.ola.org)
- Minister of Natural Resources & Forestry, Graydon Smith, MPP (Graydon.Smith@pc.ola.org)

Regards,



Michelle Hendry
Chief Administrative Officer / Clerk
MUNICIPALITY OF WHITESTONE