

CORPORATION OF THE
TOWNSHIP OF BILLINGS

AGENDA

March 16, 2020 7:30 p.m.

Park Centre, 39 Henry Dr. Upper

1. OPEN
2. APPROVAL OF AGENDA
3. DISCLOSURE OF PECUNIARY INTEREST
4. ADOPTION OF MINUTES
 - a) March 3, 2020 *[pp.7-18]*
 - b) March 9, 2020 special (budget) *[pp.19-20]*
5. DELEGATIONS
 - a) Louis Couillard, Billings Fire Department *[pp.21-30]*
6. COMMITTEE REPORTS
 - b) Rebranding Committee, March 4, 2020 *[p.31]*
 - c) Lake Kagawong Resource Committee, March 10, 2020 *[p.32]*
7. OLD BUSINESS
 - d) Western Manitoulin Community Network economic development priorities *[pp.33-34]*
 - e) Blue Sky Net steering committee appointment
 - f) Physician recruitment *[pp.35-57]*
8. NEW BUSINESS
 - a) COVID-19 update
 - b) Climate Change Coordinator quarterly update *[p.58]*
 - c) Turkey complaints *[p.59]*
 - d) Fire department appointment
 - e) New township logo *[pp.61-63]*
 - f) Asset management planning funding application *[pp.64-95]*
 - g) 2020-11 by-law to set tax ratios *[p.96]*
 - h) Summer student applications update
 - i) Senior of the Year

- j) Multi-year accessibility plan *[pp.97-104]*
- k) Great Lakes Islands Alliance update
- l) MPAC 2019 Q4 report *[p.105]*
- m) Economic Development Committee business map project *[p.106]*

9. CORRESPONDENCE

- a) Manitoulin-Sudbury District Services Board re: child care funding formula *[pp.107-109]*
- b) Manitoulin-Sudbury District Services Board re: Canada-Ontario Housing Benefit guidelines *[pp.110-112]*
- c) Manitoulin-Sudbury District Services Board re: Integrated emergency dispatch service *[pp.113-115]*
- d) Township of Tyendinaga re: Coastal Gaslink Demonstrations *[pp.116]*

10. INFORMATION

- a) Minister of Municipal Affairs re: Provincial Policy Statement 2020 *[pp.117-175]*
- b) Minutes – Parks, Recreation and Wellness, February 24, 2020 *[pp.176-177]*
- c) Minutes – Rebranding Committee, March 4, 2020 *[p.178]*
- d) Minutes – Lake Kagawong Resources Committee, March 10, 2020 *[pp.179-180]*
- n) Minutes – Economic Development Committee, March 11, 2020 *[pp.181-182]*

11. ACCOUNTS FOR PAYMENT

12. CLOSED SESSION

13. CONFIRMING BY-LAW

14. ADJOURNMENT

Memorandum

To: Mayor and Council, CAO/Clerk
cc: Staff, Public
From: Megan Bonenfant
Date: March 12, 2020

RE: March 16, 2020 Regular Council Meeting

5. Delegations

- a) Firefighter Louis Couillard will make a delegation to Council regarding fire department communications.

7. Old Business

- a) Western Manitoulin Community Network economic development priorities

Please see the attached materials from the Economic Development Officer.

- b) Blue Sky Net steering committee appointment

Board member Michael Addison has informed staff that appointing a representative to the steering committee is not requested at this time.

- c) Physician recruitment

The Mayor attended a meeting of western Manitoulin mayors/reeves/leaders, led by Gore Bay's Mayor Osborne, to discuss physician recruitment plans. Please review the attached materials. It is my understanding that this meeting resulted in a financial ask from each municipality, the Mayor can speak to this. The issue of physician recruitment and *retention* should not be viewed as a Gore Bay problem – this affects every resident of western Manitoulin. You, as Council, and our community have a vested interest in ensuring this initiative is successful. External committees, ad hoc groups, etc., are an important part of the municipal dynamic, and council, as is appropriate, participates on many of these groups. Given the multiple layers of challenge around physician recruitment for Western Manitoulin, and the limited time in which to act, this is an external group whose effectiveness would likely benefit from both political (executive) and administrative representation from each community.

Recommendation:

That Council direct staff to send a letter to the Town of Gore Bay proposing the creation of a formal physician recruitment and retention working group, with representation from both council and staff of all affected municipalities and community partners.

8. New Business

- a) COVID-19 update

The CEMC will provide an update on municipal preparations for COVID-19.

- b) Climate Change Coordinator quarterly update

Please see the attached report from the Climate Change Coordinator. She will provide a verbal update at the meeting.

c) Turkey complaints

Please see the attached memo from the By-law Enforcement Officer regarding complaints about the Maple Drive area turkeys.

d) Fire department appointment

Bill Orford has applied to rejoin the fire department.

Recommendation:

That Council accept Bill Orford's application to the Billings Volunteer Fire Department.

e) New township logo

Kendra Edwards presented the Rebranding Committee with three logo designs. These designs are included in the agenda package. The Rebranding Committee has recommended one of these designs for Council's approval, which Councillor Barker will speak to. The designs are not numbered in your package to avoid creating a bias prior to Councillor Barker's presentation.

Recommendation:

That Council accept the Rebranding Committee's recommendation and chose Logo Design #1 as the township's new logo.

f) Asset management planning funding application

Please review the attached memo from the CAO/Clerk.

Recommendation:

That Council enter into a contract with PSD to apply for grant funding and complete an Asset Management Plan for Billings Township that is compliant with O. Reg 588 2021-2023 requirements.

g) 2020-11 by-law to set tax ratios

This is an annual by-law that sets the tax ratios for each property class.

Recommendation:

That Council give by-law 2020-11 first, second and third reading and enact it.

h) Summer student applications update

Summer student positions were advertised for a minimum of two and a half weeks. A number of applications were received; some positions have been filled and further interviews are taking place.

Unfortunately, we received no applications for a swim instructor. We cannot run a summer swim program without both a swim instructor and swim assistant. Staff are seeking direction from Council on how to proceed: re-advertise the positions or suspend the program.

i) Senior of the Year

June is Seniors' Month. Staff are seeking direction from Council on how they would like to run the Senior of the Year program in 2020. There was discussion last year to change it to 'Citizen of the Year'.

j) Multi-year accessibility plan

Please review the attached multi-year accessibility plan. The plan was prepared by Tiana Mills in accordance with the *Accessibility for Ontarians with Disabilities Act*.

Recommendation:

That Council adopt the multi-year accessibility plan as presented.

k) Great Lakes Islands Alliance update

The Economic Development Officer will provide an update on the Great Lakes Islands Alliance.

l) MPAC 2019 Q4 report

Please review the attached quarterly report from MPAC. Our local representative has offered to attend a council meeting and provide information on the 2020 assessment update, if Council is interested.

m) Economic Development Committee business map project

Please review the attached memo from the Economic Development Officer.

Recommendation:

That Council accepts the Economic Development Committee's recommendation to refresh the local business map and directs the EDO to request a quotation from Kendra Edwards Design for design and source costs for printing.

9. Correspondence

a) Manitoulin-Sudbury District Services Board re: child care funding formula

Recommendation:

That Council pass a resolution of support for this matter.

b) Manitoulin-Sudbury District Services Board re: Canada-Ontario Housing Benefit guidelines

Recommendation:

That Council pass a resolution of support for this matter.

c) Manitoulin-Sudbury District Services Board re: Integrated emergency dispatch service

Recommendation:

That the correspondence be noted and filed.

d) Township of Tyendinaga re: Coastal Gaslink demonstrations

Recommendation:

That the correspondence be noted and filed until such time that the current status of negotiations and demonstrations changes.

10. Information

There are a number of items attached for Council's information. Council may move any of these items into New Business during the agenda approval for discussion at this meeting, or request that an item(s) be included on a future agenda for discussion.

a) Minister of Municipal Affairs re: Provincial Policy Statement 2020

- b) Minutes – Parks, Recreation and Wellness Committee, February 24, 2020
- c) Minutes – Rebranding Committee, March 4, 2020
- d) Minutes – Lake Kagawong Resource Committee, March 10, 2020
- e) Minutes – Economic Development Committee, March 11, 2020

The Corporation of the
Township of Billings
Regular Meeting
Minutes

March 3, 2020

Park Centre, Upper

PRESENT: Mayor Ian Anderson, Councillors Sharon Alkenbrack, Bryan Barker, Michael Hunt and Sharon Jackson

Staff: Floyd Becks, Public Works Superintendent; Megan Bonenfant, Deputy Clerk, Todd Gordon, Economic Development Officer; Kathy McDonald, CAO/Clerk

Media: Tom Sasvari

Members of the General Public

Regrets: none

1. Opening of Meeting

2020-67 Barker – Hunt

BE IT RESOLVED that this regular meeting of council be opened with a quorum present at 7:30 p.m. with Mayor Anderson presiding.

Carried

2. Approval of Agenda

2020-68 Alkenbrack – Jackson

BE IT RESOLVED that the agenda for the March 3, 2020 regular meeting of council be accepted as amended.

Carried

An additional item was added to the agenda as 12 a) closed session for an item involving personal matters about identifiable individuals.

3. Disclosure of Pecuniary Interest

Councillor Hunt declared as follows: "I, Councillor Michael Hunt declare a potential pecuniary interest on Agenda item No. 11(6157) Item Title Accounts for Payment for the following reason: I am the Postmaster where postage was purchased".

4. Adoption of Minutes

2020-69 Jackson – Barker

BE IT RESOLVED that Council accepts the minutes of the February 12, 2020, special meeting as presented.

Carried

2020-70 Hunt – Jackson

BE IT RESOLVED that Council accepts the minutes of the February 20, 2020, regular meeting as presented.

Carried

5. Delegations

There were no delegations presented.

6. Committee Reports

Councillor Barker reported on the January 29, 2020, Rebranding Committee meeting.

Mayor Anderson reported on the February 19, 2020, Manitoulin Municipal Association meeting.

Councillor Jackson reported on the February 24, 2020, Parks, Recreation and Wellness Committee meeting.

7. Old Business

a) By-law 2020-08 to authorize tourist information centre operations agreement

2020-71 Alkenbrack – Hunt

BE IT RESOLVED that By-Law 2020-08, being a by-law to enter into an agreement with the Corporation of the Town of Northeastern Manitoulin and the Islands *et. al.*, be given first, second, third reading and enacted.

Carried

b) Western Manitoulin Community Network economic development priorities

The EDO presented updated materials (appended to these minutes) which included a synopsis of public input received and his recommendations for priorities to forward to the WMCN. Council reached consensus to defer the matter until the March 16 regular meeting to allow council more time to reflect on the information provided.

c) FONOM conference 2020

2020-72 Hunt – Barker

BE IT RESOLVED that Council authorizes Councillor Alkenbrack to attend the 2020 FONOM conference in Timmins, May 13-15, 2020.

Carried

8. New Business

a) Drinking water system financial plan 2021-2027

2020-73 Alkenbrack – Barker

BE IT RESOLVED that Council approves the Township of Billings Water System Financial Plan 2021-2027 as presented.

Carried

b) Transition of Blue Box to full producer responsibility

2020-74 Jackson – Barker

WHEREAS the amount of single-use plastics leaking into our lakes, rivers and waterways is a growing area of public concern; and,

WHEREAS reducing the waste we generate and reincorporating valuable resources from our waste stream into new goods can reduce GHGs significantly; and,

WHEREAS the transition to full producer responsibility for packaging, paper and paper products is a critical step in reducing waste, improving recycling and driving better economic and environmental outcomes; and,

WHEREAS the move to a circular economy is a global movement, and the transition of Blue Box programs to full producer responsibility would go a long way towards this outcome; and,

WHEREAS the Township of Billings is supportive of a timely, seamless, and successful transition of Blue Box programs to full financial and operational responsibility by producers of packaging, paper and paper products; and,

WHEREAS the Association of Municipalities of Ontario has requested municipal governments with Blue Box programs to provide an indication of the best date to transition our Blue Box program to full producer responsibility;

NOW THEREFORE BE IT RESOLVED:

THAT the Township of Billings would like to transition their Blue Box program to full producer responsibility as of January 1, 2023; and

THAT this decision is based on the following rationale:

- We currently do not have a contract with our Blue Box collection service provider and can therefore transition at any time without financial penalty; and,

THAT the Township of Billings would be interested in providing a collection depot service to Producers should we be able to arrive at mutually agreeable commercial terms.

Carried

c) Manitoulin Streams NOHFC application support

2020-75 Hunt – Jackson

BE IT RESOLVED that:

- Council supports Manitoulin Streams funding application to the NOHFC for various restoration projects throughout Manitoulin; and,
- Should Manitoulin Streams be successful in their application, Council commits to supporting the Kagawong River projects financially in the amount of \$2,500 per year for three years; and,
- Council directs staff to prepare a letter of support for Manitoulin Streams to include with their application.

Carried

d) Blue Sky Net request for support

2020-76 Alkenbrack – Barker

WHEREAS access to affordable and reliable broadband networks is an important part of everyday life and key to economic, education, social and health development; and, WHEREAS communities outside urban centres face challenges in accessing internet service levels comparable to those in cities due to factors such as low population, distance and challenging terrain; and, WHEREAS we believe future ICT infrastructure investment in our community would benefit from a holistic model that takes into account the connectivity needs of regional community partnerships rather than just one community; and, WHEREAS this regional partnership should begin with a comprehensive needs analysis conducted by Blue Sky Net, a publicly-funded non-profit development corporation using their expertise and data-based mapping tool (BAIMAP – Broadband and Associated Infrastructure Mapping Analysis Project); and, WHEREAS, from the analysis and public consultation Blue Sky Net will conduct, it will be determined where internet gaps remain while also acknowledging what may be the best technology to fill these gaps based on access to the closest ICT infrastructure like fibre or other existing network infrastructure; and, WHEREAS, once we determine priority areas, we propose establishing three classes of gaps:

- (1) Gaps in fibre/backbone infrastructure
- (2) Gaps in last mile/local access to businesses and residents; and,
- (3) Gaps in access in remote/very isolated areas; and,

WHEREAS the federal and provincial governments are proposing funding programs that will support the implementation of broadband projects and will require this in-depth information;

NOW THEREFORE BE IT RESOLVED THAT the Township of Billings supports Blue Sky Net leading a steering committee to which a representative from the Township of Billings will be appointed, and that Blue Sky Net work with this committee during the period of analysis, funding application and any subsequent RFP engagement.

Carried

e) By-law 2020-09 to authorize transfer payment agreement

2020-77 Alkenbrack – Hunt

BE IT RESOLVED that By-Law 2020-09, being a by-law to enter into an agreement with Her Majesty the Queen in Right of the Province of Ontario, as represented by the Minister of Agriculture, Food and Rural Affairs, be given first, second, third reading and enacted.

Carried

f) Health and Safety contract

2020-78 Alkenbrack – Barker

BE IT RESOLVED that Council supports in principle the continuation of the joint contract with the municipality of Central Manitoulin for a Health and Safety Coordinator.

Carried

g) Climate Action Committee appointments

Recorded votes as per Procedure By-law to select appointees:

Bob Clifford

<u>Recorded Vote:</u>	For	Against
Alkenbrack, Sharon	X	
Anderson, Ian	X	
Barker, Bryan	X	
Hunt, Michael	X	
Jackson, Sharon	X	

Sandy Cook

<u>Recorded Vote:</u>	For	Against
Alkenbrack, Sharon		X
Anderson, Ian	X	
Barker, Bryan	X	
Hunt, Michael		X
Jackson, Sharon		X

Paul Darlaston

<u>Recorded Vote:</u>	For	Against
Alkenbrack, Sharon	X	
Anderson, Ian	X	
Barker, Bryan	X	
Hunt, Michael		X
Jackson, Sharon	X	

Barb Erskine

<u>Recorded Vote:</u>	For	Against
Alkenbrack, Sharon		X
Anderson, Ian		X
Barker, Bryan		X
Hunt, Michael	X	
Jackson, Sharon		X

John Hoekstra

<u>Recorded Vote:</u>	For	Against
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Alkenbrack, Sharon	X	
Anderson, Ian	X	
Barker, Bryan	X	
Hunt, Michael	X	
Jackson, Sharon	X	

Chris Theijsmeijer

<u>Recorded Vote:</u>	For	Against
Alkenbrack, Sharon		X
Anderson, Ian	X	
Barker, Bryan	X	
Hunt, Michael	X	
Jackson, Sharon	X	

2020-79 Alkenbrack – Jackson

BE IT RESOLVED that Council appoints the following persons to the Climate Action Committee: Bob Clifford, Paul Darlaston, John Hoekstra, and Chris Theijsmeijer.

Carried

h) Newsletter

Council reached consensus to begin a monthly newsletter.

9. Correspondence

a) Chief of Emergency Management re: 2019 *Emergency Management and Civil Protection Act* compliance

No discussion.

b) Haliburton County re: Tourism Oriented Destination Signage fee increase

2020-80 Barker – Jackson

WHEREAS Council for the Township of Billings has received a request from the County of Haliburton to support their resolution calling for a phasing in of fee increases for Tourism Oriented Destination Signage; and,

WHEREAS Manitoulin businesses rely heavily on this signage to direct customers;

BE IT RESOLVED THAT Council hereby joins the County of Haliburton in requesting that the Minister of Tourism, Culture and Sport and Minister of Transportation reconsider or phase in the Tourism Oriented Destination Signage fees increase, allowing an appropriate amount of time for businesses to adjust; and,

BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded the County of Haliburton, MPP Michael Mantha, the Minister of Tourism, Culture and Sport and the Minister of Transportation.

Carried

10. Information

2020-81 Alkenbrack – Hunt

BE IT RESOLVED that Council received and accepts the 2019 Annual and Summary report on the Kagawong Water System.

Carried

Council received the remaining items listed as information.

11. Accounts for Payment

Councillor Hunt declared as follows: “I, Councillor Michael Hunt declare a potential pecuniary interest on Agenda item No. 11(6157) Item Title Accounts for Payment for the following reason: I am the Postmaster where postage was purchased”.

2020-82 Alkenbrack – Barker

BE IT RESOLVED that Council authorizes the following accounts for payment:

General Accounts \$171,665.20

and that cheques number 6155 to 6176 be authorized for signing as described in the attached register.

Carried

12. Closed Session

2020-83 Hunt – Jackson

BE IT RESOLVED THAT in accordance with Section 239(2)(b) of the *Municipal Act, 2001* S.O. Chapter 25, this Council proceed to a Closed Session at 8:55 p.m. in order to discuss an item involving personal matters about identifiable individuals.

Carried

Resolution 2020-84 was passed in closed session to accept the minutes of the previous closed meetings.

2020-85 Alkenbrack – Hunt

BE IT RESOLVED THAT Council move out of Closed Session at 9:36 p.m. and resume their regular, open meeting.

Carried

13. Confirming By-Law

2020-86 Jackson – Barker

BE IT RESOLVED that By-law 2020-10, being a by-law to confirm the proceedings of Council be given first, second, third reading and enacted.

Carried

14. Adjournment

2020-87 Barker – Hunt

BE IT RESOLVED that this regular meeting of council be adjourned at 9:37 p.m. until the next regular meeting on March 16, 2020, or call of the Chair.

Carried

Ian Anderson, Mayor

Kathy McDonald, CAO/Clerk

03/04/2020: mb

Memorandum

To: Council

cc: CAO/Clerk, Deputy Clerk, Treasurer, Administrative Assistant

From: Todd Gordon, EDO

Date: 03.03.2020

RE: Identifying 3 Economic Development Priorities for the Western Manitoulin Network

Purpose:

(This is a follow-up to the memo and direction by council from the February 20th Council Meeting) To engage Council in a process to identify 3 economic development priorities that are of interest to The Township of Billings, within the context of our position as a municipality in Western Manitoulin, and as a member of the Western Manitoulin Community Network (WMCN).

Background:

The Western Manitoulin Community Network (WMCN) is just that: A network of Manitoulin municipalities and First Nations with an interest in mutually beneficial economic development. Crudely speaking, the network was established several years ago, and more recently received FedNor funding to hire an Economic Development Officer. Councillor Alkenbrack represents the Township of Billings on the stakeholder committee that is guiding the Network's work through the EDO.

The WMCN EDO, Brad Hawke, and the LAMBAC Community Development Officer, Dianne Newlands, met with myself and our CAO in January to discuss a refocussing of the WMCN efforts, which include better communication with the communities involved (municipal and First Nation) and also a request from each stakeholder to identify economic development priorities that each entity could identify as being important/relevant locally (within their respective communities) but also usefully engaged at the more regional level (Western Manitoulin).

Process:

Council directed me to attempt to solicit ideas from the community/public. To that end, I created a basic explanation along with a request for ideas submission, and the administrative assistant posted this on the municipal website as well as the municipal Facebook page.

We *have* had feedback so far (as of Wednesday, February 26th). Not extensive, but good, if I may say so. I include below, paraphrased, abbreviated, and combined if/as appropriate (and anonymous), specific ideas that have been submitted. They are numbered, not for ranking, but for reference. Keep in mind that the goal of this activity was to develop economic development ideas that we, as a municipality are interested in supporting, but are not necessarily pursuing in depth ourselves, and/or simply lend themselves to collaborative regional (Western Manitoulin) approach. I also note here that we gave people until Friday, February 28th to submit ideas, so if there are

additional appropriate submissions, I will add them at the council meeting. And it is the case that I did receive additional submissions, and I am including them here.

Paraphrased and Grouped Ideas as Received:

I received submissions from 6 respondents. Although the number of *responders* was relatively low, most included a wide array of suggestions, so the total number of ideas generated is impressive. Of course, for this exercise, where we are trying to pass on economic development ideas that might be incorporated as priorities as the WMCN continues to work regionally, it is not up to us to develop advanced concepts or methodologies. In addition, there is a relatively short time for us to pass these along. Therefore, I've done my best to paraphrase and group information. This means of course, that I am not necessarily doing justice to any individual idea presented. My best effort, in a very limited window, is to present the following as a reasonable capture of what was presented.

- Local, practical, research related to tourism/recreation and other sectors, including alternative agriculture and agri-tourism. The idea is to capture what is happening now, locally, with a mind to the greater tourism context in Northern Ontario, Ontario, Canada, and internationally, and to identify existing trends, and ways/means of harbouring the potential locally going forward.
- Increasing the range and diversity of tourism/visitor "experiences," particularly through various "tours": historic, food/beverage, cultural, outdoor activities.
- Shared waste management solutions that contribute to greater waste diversion. Examples include some sort of wood waste processing that would result in wood pelletizing for efficient energy generation, and shared glass processing to
- Western Manitoulin development of alternative energy, including wind and solar.
- Promoting boating, especially sail boating, and promoting getting boaters landside more, and engaged in environmentally friendly activities, or at least those with less environmental impact.
- Promotion, advocacy and support for electric vehicles, including creating a network of EV charging stations across Western Manitoulin. Include development of electric vehicle rental options for visitors, on various scales.
- Promotion, advertising, activities which reinforce the benefits and appeal of living here, or at least spending more quality time on/in Western Manitoulin.
- Creating an island arts, culture, and lifestyle institute, something along the lines of the North House Folk School (Grand Marais, Minnesota) or the Haliburton School of the Arts. These types of development, when they build on local strengths, create very large regional economic impacts, and if done correctly, do so with relatively low environmental impact.
- Create an information portal, promote existing tourism and recreation activities, signage, branding, etc., - a combination of methods what will get existing island visitors to Western Manitoulin, particularly beyond Bridal Veil Falls. Tapping into some significantly increased portion of existing Manitoulin visitors - those who don't get further West - would have a big economic impact.
- Creating an economic climate that supports a greater range and availability of food and accommodation options across Western Manitoulin.

It is worth noting that there are common themes that reveal themselves across these ideas. These include minimizing environmental/ecological impacts; Taking advantage of

trends in eco and low impact tourism and recreation; maximizing positive economic impact from *existing* island visitors; improving the lifestyle and living conditions of residents and promoting the lifestyle benefits to attract permanent residents, and or encourage visitors to spend more time here. I know there are others, and of course, there is, as there should be, and emphasis in all these ideas, on inter municipal, inter-community collaboration.

Recommendations:

The window for this process – gathering public input, has been very short, and exacerbated by the reality that I have been away from the office Thursday through Monday. I think we also have bought a little more time because of the reality that the WMCN has been in the process of advertising for and hiring a new EDO. Therefore, council may wish to defer deciding on priorities to forward to the network.

However, since the goal of this exercise is to produce a few (3 or 4) relatively simply articulated priorities to recommend to the WMCN, I make the following recommendations to council, at least as a starting point for council discussion. . . . I welcome questions and further direction from council and the CAO.

My recommendations, currently, are that council recommend, to the WMCU, the following

1. Use the WMCN EDO, with some additional resources, to do some on-the-ground, current, local, practical economic development research. What topics? Certainly, around tourism activity, but there is also opportunity to look at other sectors that are important to this region. Agriculture remains important for example, certainly for many residents, with operations large and small. And there are, increasingly, opportunities (at least in theory) to intersect with tourism and recreation trends and activities. Primary research is expensive. However, it can also be extraordinarily useful. It also doesn't have to be *complex* to be useful, *and* if thought is invested in setting up the methodology initially, these activities can be maintained over time, which lowers the cost, and makes the whole process useful over a longer time-frame, because it can be replicated while the depth of the data grows
2. Engage in a Western Manitoulin tourism and recreation marketing campaign. It needs to be collaborative - as in creating benefit for the whole network AND where possible, working effectively with broader partners like Destination Manitoulin (for example). This can include branding (which respects and compliments the branding of local communities), regional signage, etc. Ideas include creating maps, guides, tours. Again, work with individual communities collaboratively, for the common good, and work with other partners like Destination Manitoulin, MICA, Great Spirit Circle Trail, etc., etc. This also could include approaches, materials that explicitly recognize/incorporate historic, cultural and natural sites, something that western Manitoulin and the island generally, has/have not been particularly coherent in presenting/promoting. In general, there is an opportunity to create an array of interconnected Western Manitoulin "experiences," a hot term/concept in tourism these days.

3. Be the advocate/facilitator for better broadband access for all on Western Manitoulin.

Broadband access is no considered an absolute economic and social development necessity, and yet significant areas of all our Western Manitoulin communities have very limited, and/or very poor-quality Internet access.

Respectfully Submitted,
Todd Gordon, EDO

The Corporation of the
Township of Billings
Special Meeting
Minutes

March 9, 2020

Park Centre, Upper

PRESENT: Mayor Ian Anderson, Councillors Sharon Alkenbrack, Bryan Barker, Michael Hunt and Sharon Jackson

Staff: Floyd Becks, Public Works Superintendent; Megan Bonenfant, Deputy Clerk, Todd Gordon, Economic Development Officer; Kathy McDonald, CAO/Clerk; Bruce Mercer, Treasurer.

Regrets: none

1. Opening of Meeting

2020-88 Alkenbrack – Hunt

BE IT RESOLVED that this special meeting of council be opened with a quorum present at 7:30 p.m. with Mayor Anderson presiding.

Carried

2. Approval of Agenda

2020-89 Jackson – Barker

BE IT RESOLVED that the agenda for the March 9, 2020 special meeting of council be accepted as presented.

Carried

3. Disclosure of Pecuniary Interest

None.

4. Adoption of Minutes

None.

5. Delegations

There were no delegations presented.

6. Committee Reports

None.

7. Old Business

None.

8. New Business

a) Draft budget

The CAO/Clerk presented the draft 2020 budget to Council. Council discussed and accepted the presented budget, which represents a 0% increase in the municipal tax rate, and reached consensus on raising the municipal tax rate 3% specifically to put money into reserves for capital assets. Council directed the CAO/Clerk and Treasurer to bring the budget back for final approval at the April 7, 2020, regular council meeting.

9. Correspondence

None.

10. Information

None.

11. Accounts for Payment

None.

12. Closed Session

None.

13. Confirming By-Law

14. Adjournment

2020-90 Barker – Hunt

BE IT RESOLVED that this special meeting of council be adjourned at 9:35 p.m. until the next regular meeting on March 16, 2020, or call of the Chair.

Carried

Ian Anderson, Mayor

Kathy McDonald, CAO/Clerk

03/10/2020:mb

BILLINGS FIRE DEPARTMENT

Current Situation assessment

Roadmap

Recommendation



AGENDA

- **Current Situation Assessment**
- **Risk Evaluation**
- **Recommendations**

CURRENT SITUATION ASSESSMENT

- **Communication**

- 911 “CAC” : Multiple issue reported (Call not dispatched, Wrong information provided, Mutual aid call for no reason, Miscommunication between agency, Understaff)
- No SLA with CAC , best efforts only.
- **Radio**
 - Coverage from Rockville insufficient for billings area
 - Analog and legacy 10+ year old equipment
 - Too many communication malfunction
- Fire hall response board (Manual chalkboard)
- Manual Electronic page to smartphone
 - Multiple hit & miss, No reports available
 - CAC currently has no plan to upgrade their system to support smart phone

CURRENT SITUATION ASSESSMENT

- Incident reports
 - No official post mortem from CAC available
 - Scene notes are not recorded
 - Manual entry forms needs update
- Equipment
 - Fire truck / Tanker : Passed inspection but is showing sign of fatigue / Maintenance will be required.
 - Interface with new SCBA & Radio
- Staff
 - Members are active & reporting / Always looking for new members

RISK EVALUATION

Liability

- Incident report : Exposed to high risk
 - Official audit trail of incident is not available (Time of response & time is evaluated)
- Communication breakdown
 - Can lead to severe incident

RECOMMENDATION

- Immediate change to consider
 - Northern 911 is the primary dispatch & billings township should contract them to be also the secondary fire response
 - Cost increase
 - Quality of service increased
 - Overall improves Fire response improvements
 - Leverage Smartphone platform “Who’s responding”
 - Resolve many communication issue
 - Integrated with Northern911 service
- Roadmap 1-3 year
 - RFP for new communication infrastructure with Central Manitoulin / Digital
 - Replacement for the Fire Truck / Tanker

NORTHERN 911

- Description of service
 - Provide Fire Dispatch Service as the Secondary PSAP for Billings Township.
 - PSAP : Public Safety Answering Point (PSAP) shall be answered within ten (10) seconds during the busy hour (the hour each day with the greatest call volume, as defined in the NENA Master Glossary). Ninety-five (95%) of all 9-1-1 calls should be answered within twenty (20) seconds.”
 - Workload Balancing
 - Northern911 uses third party proprietary scheduling software that uses historical call data to make a predictive model for call volumes per hour to ensure accurate staffing levels
 - APCO Certified
 - Each Emergency Response Specialist is certified by APCO

FIRE DISPATCH CALL FLOW

The following is an overview of a standard call flow. Please note that this call flow and various components may change over time.

As your region has enhanced 9-1-1 service, the call will be transferred to us by the PSAP. (As we are currently your E9-1-1 provider and primary PSAP, this process happens internally)

- Our Call Taker receives and displays the Automatic Number Identification (ANI) and associated Automatic Location Identification (ALI) for each 9-1-1 call delivered on the Bell Canada dedicated voice and data network, including Latitude and Longitude for wireless calls.
- Depending on the caller's answer, we immediately transfer the call to the proper downstream agency (Police, Fire or Ambulance) via Bell's dedicated 9-1-1 network including delivery of the associating ANI/ALI information.
- As the Primary PSAP, Northern911 answers the 911 call. Should the caller require Fire services they will be transferred to our Fire Dispatcher.
- In the event of a Fire
 - we immediately notify the Fire response team using the method(s) of your choosing. If no confirmation is received after 2 minutes, our standard is to dispatch again. If no response is received after another 1 minute, we dispatch again, and we immediately start to call down the list of volunteers to alert the team. All procedures for dispatch are customized to the specific needs of the Fire Department(s).
- While you are on site, if additional support is required, you may communicate with our dispatchers to request services such as calling for a Hydro disconnect, contact Mutual Aid, etc.

SERVICE DESCRIPTION

Dispatch to a single Station via Page and/or SMS.

- An account in our system configured with an IS script (Intelligent Scripting) so that our Emergency Response Specialists can handle your calls efficiently. Note that your account can be customized according to your needs and specifications.
- Confirmation the dispatch has been received (normally must be confirmed within two minutes).
- Additional support from Northern such as taking status reports from the team (i.e. on scene, returning to hall, other), making support calls to the Police or Ambulance and calling Hydro for a disconnect. *** See note in Additional Services and Rates section below.
- Weekly testing. Note that since testing is a low priority item there will often be some variance between the time the test goes out and the scheduled test time.
- Standard changes to personnel information, account instructions etc.
- Individual toll-free line which allows:
 - Non-911 callers to reach our Emergency Response Specialists
 - Fire Personnel to call in
 - Direct access for alarm companies and other outside third parties, etc.

COST

- Set-up Fee

The one-time set up charge is dependent on the scope of work. This one time fee is estimated at \$1,500.00.

- Monthly Fee

- Due to your low population, a minimum charge of \$200.00 per month applies for Fire Dispatch service.
- Telco :Telco (line) fee of \$5.12 per account
- Self-reporting: A secure Web Portal which provides access to a variety of account reports such as call statistics, call data and call audio. Dual authentication including an RSA token is required. Fee is \$4.95 per month per web portal account.

- Call-Outs:

Number of firefighters called Rate per call-out event

10 or less \$0.00

11 to 20 \$50.00

20 or more \$75.00

COMMITTEE REPORT

RE-BRANDING COMMITTEE MEETING 04 MARCH 2020

PARK CENTRE 6:00 PM

OLD BUSINESS – LOGO DEVELOPEMENT

Kendra Edwards presented three logo design concepts to the committee. These concepts were developed through discussion and advice from the committee at our preliminary meeting with Ms. Edwards.

Ms. Edwards presented her ideas through a variety of logo variations and their potential uses. All three of the concepts exceeded expectations and the committee was more than pleased with all three concepts. Through much deliberation the committee unanimously chose concept number one as the logo that would be presented to council for their recommendation and approval.

RECOMMENDATION TO COUNCIL

The Re-Branding committee that design number one be approved by council as the new logo for the Township of Billings. Further explanation to follow as an agenda item for approval.

COMMITTEE REPORT

LAKE KAGAWONG RESOURCE COMMITTEE MEETING 10 MARCH 2020

PARK CENTRE 7:00 PM

OLD BUSINESS

Laurentian University – There is a meeting on the with 12 March 2020 at 10 a.m. in Sudbury with Dr. Patryka and Lionel Rudd from Laurentian University for resource material.

Water Levels – Reported levels were 212.9

OEC Website – Up to date. Graph is below upper level of rule curve.

NEW BUSINESS -

Status of Generating Station - Report on the meeting with Bill Touzel on the 20 February 2020 Discussed was the lack of snowpack and it may be time to start thinking about holding back water. Determined it may be too early at this point. Agreed but, consideration it should be a consideration soon. Determined that the primary gauge for determining lake levels was at the dam and is the only gauge being used at present. Advised Mr. Touzel that the committee's focus this year would be following up on additional gauges on Lake Kagawong. Mr Touzel recognizes the value of additional gauges on the lake. Further discussion of the survey pin in Perivale.

Lake Levels – Discuss the lack of snowpack in relation to the spring thaw. Going to be a different spring with snow melt compared to last year. Should start holding back water soon forecast for the next couple of weeks shows little precipitation. Suggested close monitoring of the lake levels over the next couple of weeks.

Standing Advisory Committee Meeting – CAO will send out a reminder first of April, with minutes of the fall SAC meeting. Information requested includes finding a report on effects of the wind to water levels, information of fish census that occurred a few years ago and a report on the work the MNRF did on the river last September.

RECOMMENDATION TO COUNCIL

None at this time

Assessing and Choosing WMCN EcDev Priorities: Further Information and Decision Ranking Matrix
Prepared for Council by Todd Gordon, EDO

11-Mar-20

Explanation/Instructions:

This matrix consists of the same list of EcDev priority ideas that were presented in Pt. 3 of my memo from the last meeting. There is no priority to the listing. The letters on the left are for reference only. I added some considerations (thoughts) - these are mine. Also mine is the indication of "municipal influence/role" - include "community" here, as some of the WMCN consists of First Nations. This column is just my attempt to articulate how much influence and what role municipalities/FNs could realistically have on the given idea. "Considerations" and "influence/role" are just an attempt, by me, to provide some guidance to your thinking. Use the column on the far left to provide your ranking of each idea, from 1 to 10. You must rank them all, and you cannot give the same rank to more than 1 idea.

#	Idea Grouping From Public Input	Important Considerations	Municipal Influence/Role	Your Rank
A	Local, practical, research related to tourism/recreation and other sectors, including alternative agriculture and agri-tourism. The idea is to capture what is happening now, locally, with a mind to the greater tourism context in Northern Ontario, Ontario, Canada, and internationally, and to identify existing trends, and ways/means of harbouring the potential locally going forward.	To really benefit from results, establishing the parameters of research will take some time/effort. The greatest benefit (results) is likely not going to be realized until at least the mid-term - as in This will likely take some resources in addition to those associated with the WMCN EDO.	Significant, if in-direct. Collaborative, open, and shared info, and also collaborative partnership in terms of assisting with data collection.	
B	Increasing the range and diversity of tourism/visitor "experiences," particularly through various "tours": historic, food/beverage, cultural, outdoor activities.	There are many, many examples, and therefore likely "best practices" (do's and don'ts) out there. Many opportunities, and potential for much cross-over between themes.	Lower direct municipal influence; but a substantial supporting role is possible and expected	
C	Shared waste management solutions that contribute to greater waste diversion. Examples include some sort of wood waste processing that would result in wood pelletizing for efficient energy generation, and shared glass processing to reduce the cost and reduce landfill volumes. On the other hand, it is not clear to me how these 2 examples (there may be others) would actually work, if they would <i>actually</i> reduce cost for anyone, etc. (we can discuss this one further, if desired).	The results of this idea should be viewed as an indirect economic benefit: reducing waste management costs (potentially), and making WM a more appealing place to visit and or live.	High degree of influence and substantial role for municipalities	
D	Western Manitoulin development of alternative energy, including wind and solar.	Presumably some sort of substantial scale would be required to achieve financial viability (if only break-even). Surely this would involve funding, including gov't (potentially) and private financing. Municipal/community role could/would potentially involve landuse planning and zoning consideration and facilitation.	Relatively small degree of influence; Supporting role; considerations with respect to planning/zoning considerations	
E	Promoting boating, especially sail boating, and promoting getting boaters landside more, and engaged in environmentally friendly activities, or at least those with less environmental impact	Certainly some role for municipal/community marinas in this one.	Relatively small degree of influence; Supporting role	
F	Promotion, advocacy and support for electric vehicles, including creating a network of EV charging stations across Western Manitoulin. Include development of electric vehicle rental options for visitors, on various scales.	Promotion and advocacy is surely possible. One challenge with this one is the rapid change in the "environment" (context) of electric vehicles and electric vehicle charging. Surely, as much as possible, the private sector should dominate here, with gov't, including municipal, "stepping up" where appropriate.	Relatively small degree of direct influence	

#	Idea Grouping From Public Input	Important Considerations	Municipal Influence/Role	Your Rank
G	Promotion, advertising, activities which reinforce the benefits and appeal of living here, or at least spending more quality time on/in Western Manitoulin.	This has been done, collaboratively - at least with some of Manitoulin's municipalities - in the past. To what degree of success? I'm not sure. Like all EcDev ideas, concepts, and initiatives, it is very difficult to employ useful, effective performance measures. There is the very real potential here to slide into intercommunity rivalry and lose the value of collaboration.	Modest role/modest influence	
H	Creating an island arts, culture, and lifestyle institute, something along the lines of the North House Folk School (Grand Marais, Minnesota) or the Haliburton School of the Arts. These types of development, when they build on local strengths, create very large regional economic impacts, and if done correctly, do so with relatively low environmental impact.	I think this is a concept that has great long-term potential, however, I think it is beyond the scope of the current effort, and would certainly be at least a mid-term (a few years) to long-term (decades) initiative	Modest role/modest influence. Certainly longer-term	
I	Create an information portal, promote existing tourism and recreation activities, signage, branding, etc., - a combination of methods that will get existing island visitors to Western Manitoulin, particularly beyond Bridal Veil Falls. Tapping into some significantly increased portion of existing Manitoulin visitors - those who don't get further West - would have a big economic impact.	<p>On the information portal side, this may be a worthy endeavor. However, there are various information "portals" out there already. One wonders if it represents duplication of effort, and if effort in this direction might better be spent in working collaboratively with the organizations that host existing portals to highlight Western Manitoulin sites, events, activities, and tourism/recreation businesses. The ongoing challenge with all websites, including "portals" is keeping them fresh, relevant, up-to-date, and consistent, and the time required to do this effectively is almost always underestimated by organizations of all shapes and sizes</p> <p>On the branding/signage side, this perhaps seems a little more direct and useful. Again, however, one has to consider the potential for "brand confusion," and "brand fatigue." Common signage has considerable potential value. Making this effective, and straight-forward would face the challenge of individual municipalities/communities relinquishing "control" over promoting sites as individuals, versus signing and promoting sites in a common theme (brand) for common economic development good.</p> <p>In any case, these challenges would be part of the work employed by the WMCN through their EDO and associated resources.</p>	Moderate influence, strong role. Stating the obvious (as it pretty much applies across all these ideas, and all ongoing work of the WMCN), honest collaboration and keeping "my community" competitiveness and paranoia in check.	
J	Creating an economic climate that supports a greater range and availability of food and accommodation options across Western Manitoulin.	Creating an "economic climate": these simple words belie the complexity and challenge of this. However, municipalities/communities can play a role.	Modest role/influence	

Jan

Director

Northern Rural Recruitment & Retention Initiative

Physician Recruitment Incentive Comparison

Community	Population	Physician Requirement	NRRRI (Based on Rurality Score)	Contract Type
Blind River	3,600	Office (Huron Shores Family Health Team) + ER (North Shore Health Network - Blind River Site)	\$113,200	FHT/FHO/AFA
Mindemoya	2,800	Office (Central Manitoulin Family Health Team) + ER (Manitoulin Health Centre - Mindemoya Site)	\$113,000	FHT/RNPGA
Little Current	3,200	Office (Northeastern Manitoulin Family Health Team) + ER (Manitoulin Health Centre - Little Current Site)	\$109,920	FHT/RNPGA
Gore Bay	867	Office only (Gore Bay Medical Centre)	\$113,200	RNPGA
Manitowaning (Assignack)	1,013	Office only (Assignack Family Health Team)	\$112,600	FHT/RNPGA
Thessalon	2,000	Office (Thessalon Medical Clinic) + ER (North Shore Health Network - Thessalon site)	\$101,040	RNPGA
Bruce Mines	2,000	Office (Bruce Mines Medical Clinic) + ER (North Shore Health Network - Thessalon site)	\$99,560	RNPGA
Richards Landing	2,000	Office (BridgeLink Medical Clinic) + ER (North Shore Health Network - Richards Landing - Manitowaning site)	\$104,000	RNPGA

Additional Incentives
\$100,000 Interest Free Loan
\$15,000 in Relocation Assistance
\$1,000 per month for the first six months of practice in housing incentives
\$10,000 signing bonus paid over two years
Free one-year club membership and one-year magazine subscription of your choice
Building owned by the North Shore Health Network
Overhead cost Monthly: \$2,300 physician
\$5,000 in Relocation Assistance provided by MHC
\$5,000 Incentive provided by the Township of Central Manitoulin
Turn key practice
3 Months of free office rent
Building owned by Manitoulin Health Centre
\$5,000 in Relocation Assistance provided by MHC
\$5,000 Incentive provided by the Town of Little Current
Turn key practice (Includes full rostered patients)
3 Months of free office rent
Building owned by Manitoulin Health Centre
\$6,000 in relocation assistance
\$1,000 per month for the first six months of practice in housing incentives
\$2,000 per year for the first five years of practice, paid on the anniversary of hire
ER Remuneration (24 hour call) M-F \$2,339, S&S \$2,424
Turn key practice (Includes full rostered patients)
No overhead costs with RNPGA2 contract, MOH provides a \$180,000 budget for a 2 physician practice
\$6,000 in relocation assistance
\$1,000 per month for the first six months of practice in housing incentives
\$2,000 per year for the first five years of practice, paid on the anniversary of hire
ER Remuneration (24 hour call) M-F \$2,339, S&S \$2,424
Turn key practice (Includes full rostered patients)
No overhead costs with RNPGA2 contract, MOH provides a \$180,000 budget for a 2 physician practice
\$6,000 in relocation assistance
\$1,000 per month for the first six months of practice in housing incentives
\$2,000 per year for the first five years of practice, paid on the anniversary of hire

RICHARDS LANDING (MATTHEWS SITE)

Port Elgin	8,100	Office (Dr. Earl Health Centre) + ER (Saugeen Memorial Hospital)	\$81,200	FHN & AFA
Espanola	5,900		\$81,200	
Elliot Lake	11,600	Office (Elliot Lake Family Health Team) + ER (St. Joseph's General Hospital)	\$111,800	FHT/FHO/AFA
Terrace Bay	1,800	Office (North Shore Family Health Team) + ER (McCausland Hospital)	\$116,000	RNPGA
Wawa	3,500	Office (Wawa Family Health Team) + ER		
Bobcaygeon	4,000	Office (Kawartha Lakes Family Health Team) or Kawartha North Family Health Team	N/A	
Fenelon Falls	2,500	Office (Kawartha Lakes Family Health Team) or Kawartha North Family Health Team	N/A	
Lindsay	25,000	Office (Kawartha Lakes Family Health Team or Kawartha Lakes Community Health Centre) + ER (Ross Memorial Hospital)	N/A	
Omemee	1,500	Office (Kawartha Lakes Family Health Team)	N/A	
Bancroft	4,000	Office (North Hastings Family Health Team) + ER (QHC North Hastings Hospital)	101,000	FHT/FHO/AFA
Marmor	4,300	Office (Central Hastings Family Health Team)	\$86,240	
Madoc	2,200	Office (Central Hastings Family Health Team)	\$86,240	
Weeneebayko Area Health Authority	12,000 (region)	Includes Office at Moose Factory, Moosonee, Fort Albany, Kashechewan, Attawapiskat, Peawanuck	\$117,000	
Sioux Lookout		Clinic, ER, Hospitalist and Phone Coverage	\$117,000	RNPGA
Geraldton Medical Group		Clinic + ER (Geraldton District Hospital)	\$113,400	RNPGA

Turn key practice (Includes full rostered patients)
No overhead costs with RNPGA2 contract, MOH provides a \$180,000 budget for a 2 physician practice
\$100,000 Interest Free Loan
Free Housing for 1 Year
Turn Key Practice
6 Months free office rent
*Dennis touch base with Jon
Free Housing for 1 Year (Utilities to be paid by physician)
Relocation Assistance TBD by Committee
Free one-year club memberships to any club of their choosing
Reduced office rent until rostered patients meet 600
*Incentives available upon request
No overhead costs
Free recreation membership
KNFHT - Turn Key Practice
6 Months free office rent
KNFHT - Turn Key Practice
6 Months free office rent
KNFHT - Turn Key Practice
6 Months free office rent
KNFHT - Turn Key Practice
6 Months free office rent
5-year Return of Service \$150,000
5-year Return of Service \$150,000
5-year Return of Service \$150,000
\$100,000 paid over 4 years by the Township of Madoc
Housing in Moose Factory provided with all amenities included
Generous compensation package (\$370,550) with yearly travel allowance and remote medicine fu
No overhead costs
*Incentives available upon request
*Incentives available upon request

Nova Scotia · The Search

This Ontario town is home to 8,000 residents – and 18 family doctors

From matchmaking to babysitting, Goderich's physician recruiter pulled out all the stops to woo new doctors

[Carolyn Ray](#) · CBC News ·

Posted: Feb 20, 2018 5:00 AM AT | Last Updated: February 20, 2018



Paul Gill and Katayun Treasurywala, both doctors, had no intention of moving to Goderich, Ont., until they met the area's physician recruiter. (Steve Lawrence/CBC)

[comments](#) 

The first time Dr. Katayun Treasurywala and her husband, Dr. Paul Gill, drove to Goderich, Ont., they talked about how they would tell the area's physician recruiter that they had no intention of moving to the community.

It was their ninth community visit and though the family physicians knew they wanted to live in a rural area, Goderich wasn't even on their short list.

They soon changed their minds.

They found themselves at the centre of a carefully orchestrated weekend aimed to woo doctors that could have been straight out of the movie [*The Grand Seduction*](#).



Physician recruiter Gwen Devereaux says the key to recruiting a doctor is to learn what supports that person needs outside work, even helping a spouse find a job. (Steve Lawrence/CBC)

"You're looking for people who are going to be just as excited about you launching your career as you are," said Treasurywala.

"You're looking for a place you can call home."

Now the doctors are two in a new crop of physicians who have rejuvenated health-care coverage in Goderich and the surrounding region. In all, the town of 8,000 is home to 18 family doctors.

The town's ability to recruit family doctors is one of the success stories CBC Nova Scotia is examining as part of an in-depth look this month at Nova Scotia's doctor shortage. The tactics Goderich has used may hold valuable lessons for other jurisdictions in Canada struggling with the problem.

Desperate for doctors

Eighteen family physicians may seem like an impossible accomplishment. But those in the southwestern Ontario town say it is the result of a tremendous community effort.

Flashback to the early 2000s, when Goderich was down to just five doctors after a number of retirements.

Deb Shewfelt, former mayor of Goderich, was also a real estate agent. He says the first thing people wanted to know when moving to town was if they could get a family doctor. (Steve Lawrence/CBC)

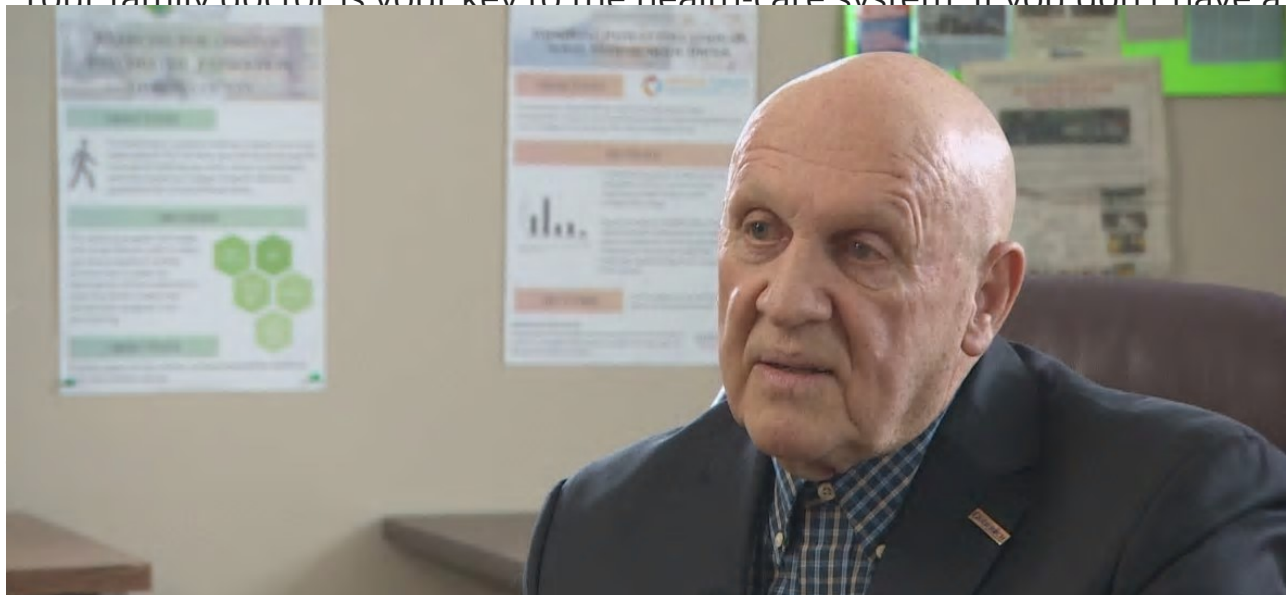
"It was a tragedy," said Deb Shewfelt, the mayor at the time. "We had 5,000 orphan patients, I hate the term, but 5,000 people in the area without a doctor. Nobody seemed to be doing anything about it. It had become a great issue."

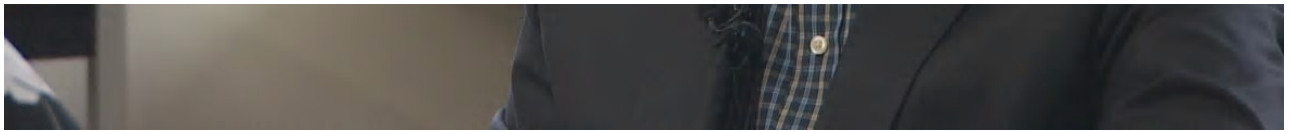
- **THE SEARCH** [The Search: An in-depth look at Nova Scotia's doctor shortage](#)

The town's deputy mayor was John Grace, who assumed that small towns had no business getting into health care. Up until that point, he said he was convinced it was the responsibility of the province.

But when fears grew that the lack of doctors would lead to the closure of Goderich's small hospital, the town council decided it had to do something.

"Your family doctor is your key to the health-care system. If you don't have a





Devereaux pushed the town council to take action.

The first hurdle Goderich had to address was the limited services in the small town.



John Grace says he can't imagine what would have happened to health care in Goderich if the town didn't actively try to recruit doctors. (Steve Lawrence/CBC)

They set a seemingly impossible goal: raising \$6 million to build a YMCA, complete with indoor pool and ice rink, and to renovate the library.

"Young doctors are not going to come to rural Ontario — not unless they're going to be able to have the same amenities as they would in the city for their young families. That was a real turning point," said Grace, who led the campaign.

Local schools, unions and businesses all started small grassroots fundraisers to help out. There were also private donations from residents, many bigger than the town council expected.

"I think there's money in a community; you have to sell the fact that we have to do this together," said Shewfelt of the town's success.

When they hit their goal, the community leveraged money from the provincial and federal governments, and both projects were completed in just a few years.

Now that Goderich had services, the council took aim at a clinic. They raised a couple million more, and built a collaborative care centre.

The mayor's tour

It was then up to Devereaux to find the doctors.

She hosted annual weekend retreats for medical residents, taking them to the clinic and then out on the lake. Some even went on tours from the sky, as one of the physicians in town was also a pilot.

Devereaux planned gala evenings, carefully choosing the seating plans.

"So the psychiatrists are with the psychiatrists and the family docs are with the family docs as residents," she said. "This was our time to showcase our community."

In the early 2000s, Goderich was home to just five doctors after a number of retirements. Today, it has 18. (Steve Lawrence/CBC)

The mayor often spent the better part of a day with candidates as part of a "mayor's tour," introducing them to people in the community, and in one case granting a foreign doctor's request to see the local Walmart and liquor store.

"One doctor had looked at 16 communities — he could have went anywhere," said Shewfelt. "He said, 'When I came, everything that was promised was delivered. There was nothing missed.' That tells me that the team, the community, everyone was pulling to make this happen."

Real estate agent, babysitter, matchmaker

Devereaux had her eye on more than just recruitment — it was also about retention.





Devereaux has done everything from babysitting for physicians to setting them up on dates to convince them to move to the area and stay. (Steve Lawrence/CBC)

One doctor who was single agreed to work in the area for two months. Devereaux took on the role of matchmaker, introducing him to the woman he would eventually marry.

Her role was so significant, the pair said they would have named the baby Gwen — if their first child hadn't been a boy.

- **THE SEARCH** ['Why would you come?' Nova Scotia family doctors the worst paid in the country](#)
- **THE SEARCH** [From the U.K. to rural Nova Scotia: why one doctor says the low pay is worth it](#)

The weekend that Treasurywala and Gill arrived with plans to turn Devereaux down, she insisted on babysitting their son. It was the first time they had a babysitter, and their first night out after his birth.

They were charmed by her efforts.

When the couple were graduating, 21 communities were interested in hiring them. They moved to Goderich five years ago and bought a house. Gill now coaches hockey in the community.

"I don't think I would have known where Goderich is on a map had it not been for Gwen pulling us in here," said Gill.

Doctors able to teach, research

With its wave of new doctors, Goderich now has a healthy staff level, which is allowing the community's family doctors to diversify.

They can work in the hospital, teach or do research at Gateway, a rural health research facility created to make the area even more appealing to physicians.

The Town of Goderich raised money to build the Maitland Valley Medical Centre as a way to attract doctors. Fifteen of the town's physicians now work in the building, which also offers blood testing and other medical services. (Steve Lawrence/CBC)

"It feels wonderful," said Devereaux. "I sometimes have to be careful with other people who are recruiting when I say we have a population of 8,000 and we have 18 family docs. But trust me, I have been at the other side of that as well."

Grace said he feels pride when he drives by the YMCA and library, knowing how the town's effort changed everything.

He advises other communities to take control — and not wait for the province to fill the void.

"Nothing would have happened," he said. "It would have been a disaster. I can't imagine where we would be today."

- **THE SEARCH** [Nova Scotia moves to resurrect foreign-doctor program](#)







<https://www.ontario.ca/page/government-ontario>

Ministry of Health
Ministry of Long-Term Care

Northern Health Programs

HealthForceOntario Northern and Rural Recruitment and Retention Initiative Guidelines

General Description

The Northern and Rural Recruitment and Retention (NRRR) Initiative offers taxable financial incentives to each eligible physician who establishes a full-time practice in an [eligible community](#)

http://www.health.gov.on.ca/en/pro/programs/northernhealth/rio_score.aspx

of the province. The grants range between \$80,000 and \$117,600 paid over a four-year period. The grants will be awarded based on eligibility criteria and considerations related to total NRRR Initiative budget allocations

Objective

Attract physicians to establish a new full-time practice in eligible communities.

Eligibility

Community eligibility for the NRRR Initiative is based on a Rurality Index for Ontario (RIO) score, a measure of rurality that ensures funding is specifically targeted to northern and very rural communities. The RIO2008_Basic score is derived from three factors: population (count and density), travel time to a basic referral centre, and travel time to an advanced referral centre. RIO scores are assigned to Statistics Canada census subdivisions (CSDs).

In order for an applicant to be eligible for the NRRR Initiative grant the applicant must be approved by the Northern Health Programs (NHP) office, Primary Health Care Branch **before** the applicant establishes his/her practice in the eligible community. **Failure to do so may result in the application being denied.** In addition, the applicant must be establishing a full-time practice in an eligible community in which they have never previously practiced full-time. The applicant may apply once he/she has completed residency training, or before establishing their full-time practice and must meet all of the following requirements:

1. Has committed to establishing a full-time practice (full-time is defined as a minimum of 40 hours per week spent in patient care exclusive of on-call services) in a community whose RIO score is 40 or greater, or in the five Northern Ontario Urban Referral Centre census metropolitan

- areas (North Bay, Sault Ste. Marie, Sudbury, Thunder Bay and Timmins) and in which they have never previously practiced full-time.
2. Holds a valid certificate of registration for practice from the College of Physicians and Surgeons of Ontario (CPSO), authorizing the holder to engage in medical practice.
 3.
 - a. If a family physician, holds a valid certificate from the College of Family Physicians of Canada (CFPC) OR if the applicant does not hold a valid CFPC certificate, proof that the applicant is fully recognized by the College of Physicians and Surgeons of Ontario (CPSO) in family or general practice.
 - b. If a specialist,
holds a valid specialist certificate issued by the Royal College of Physicians and Surgeons of Canada (RCPSC)
OR
holds a specialist certificate of registration issued by the College of Physicians and Surgeons of Ontario (CPSO) based on having an advanced position/assessment position through Centre for the Evaluation of Health Professionals Educated Abroad (CEHPEA) in a recognized medical or surgical specialty other than family or general practice
OR
holds a specialist certificate of registration issued on the order of the Registration Committee of the CPSO allowing the physician to practise in a recognized medical or surgical specialty other than family or general practice, where the requirements of registration are otherwise not met, and to which certificate terms, conditions or limitations may be attached.
 4. Holds a valid Canadian Medical Protective Association membership number.
 5. Holds Canadian citizenship or permanent resident status.
 6. Holds active or associate hospital privileges in the community, or if there is no hospital in the community, in an adjacent community (as required by the community and approved by the NHP).
 7. Agrees to provide ER coverage, unless an exemption is provided by the community or hospital and approved by the NHP.
 8. If a family physician, has joined a primary care model and is committed to participating fully in comprehensive physician services. Refer to Appendix B for a description of comprehensive physician services.
 9. Has not previously received the NRRR Initiative grant through this program, or Free Tuition Program funding and/or an incentive grant through the Northern Health Programs for a full four-year duration.

Grants are paid out quarterly over a period of four years - 40% in year-one, 15% in year-two, 15% in year-three and 30% in year-four.

How to Apply for the NRRR Initiative Funding

In order to receive the NRRR Initiative grant, the applicant must have received approval of his or her Application from the NHP before the applicant

establishes his/her practice in the eligible community. To apply for the Northern and Rural Recruitment and Retention Initiative grant, the applicant must submit the following documents and information:

1. A completed [Application for the NRRR Initiative grant](http://www.forms.ssb.gov.on.ca/mbs/ssb/forms/ssbforms.nsf/FormDetail?OpenForm&ACT=RDR&TAB=PROFILE&SRCH=&ENV=WWE&TIT=4727&NO=014-4727-88E) [\(<http://www.forms.ssb.gov.on.ca/mbs/ssb/forms/ssbforms.nsf/FormDetail?OpenForm&ACT=RDR&TAB=PROFILE&SRCH=&ENV=WWE&TIT=4727&NO=014-4727-88E>](http://www.forms.ssb.gov.on.ca/mbs/ssb/forms/ssbforms.nsf/FormDetail?OpenForm&ACT=RDR&TAB=PROFILE&SRCH=&ENV=WWE&TIT=4727&NO=014-4727-88E)), available from the Ministry website.
2. A valid certificate of registration for practice from the CPSO to engage in medical practice.
3.
 - a. If a family physician, a valid certificate of registration from the College of Family Physicians of Canada (CFPC), OR if the applicant does not hold a CFPC certificate, proof that he/she has a certificate of registration issued by the College of Physicians and Surgeons of Ontario (CPSO) based on successful completion of the Assessment Program for International Medical Graduates (APIMG) in family or general practice.
 - b. If a specialist, a valid specialist certificate issued by the RCPSC, OR, if the applicant does not have a valid RCPSC specialist certificate, proof that the applicant is fully recognized by the CPSO in his/her area of medical specialty. See Eligibility Criterion, Item # 3b above.
4. Proof of medical coverage from the Canadian Medical Protective Association.
5. A letter of acceptance for full-time practice from the community contact.
6. Proof of hospital privileges at a hospital located in the eligible community, or in an adjacent area (as required by the community), and confirmation of participation in a primary care model, if a family physician (unless there is a waiver from the community representative – refer to Eligibility Criterion, item # 6 above).

Approval Process

1. The physician submits the following to Northern Health Programs (NHP):
 - a. An Application indicating intent to establish a full-time practice in an eligible community, and specifying his/her starting date.
 - b. The documents listed on the Application form.
 - c. A letter from the community representative supporting the physician's Application.
 - d. A letter from a hospital official confirming proof of hospital privileges at a hospital located in the eligible community where the applicant intends to join a primary care model if a family physician and practise full-time, or if there is no hospital in the eligible community, in an adjacent area if required by the community.
2. If NHP approves the Application, NHP will send a letter of approval to the physician, along with two copies of the NRRR Initiative Agreement form for the physician's signature.

3. The physician signs and returns both Agreement forms to NHP, along with an imprinted blank voided cheque from the bank where deposits will be made.
4. NHP arranges for the Agreement forms to be signed on behalf of the NRRR Initiative; and for one copy to be returned to the physician for his/her records.
5. NHP will pay the NRRR Initiative grant quarterly. NHP will deposit the first payment into the physician's bank account approximately six to eight weeks after NHP has received and approved all required documentation. NHP will make subsequent deposits at three-month intervals, at the beginning of each quarter.
6. NHP pays the NRRR Initiative grant over a period of four years - 40% in year-one, 15% in year-two, 15% in year-three and 30% in year-four.
7. Towards the end of each of the first three years of participation in the NRRR Initiative, NHP will send a Confirmation of Practice Form to the physician to determine whether the physician is maintaining the ongoing eligibility criteria for the subsequent year.

Maximum Number of Grants per Career

Physicians are entitled to receive only one NRRR Initiative grant per career. Physicians who have previously received Free Tuition Program funding and/or NHP Incentive Grant for the full four-year duration are not eligible to receive a NRRR Initiative grant.

NRRR Initiative Grant Values and Payments

The value of NRRR Initiative grants is based on a progressive or sliding scale. The higher the RIO score (i.e. the more northern and/or rural the area), the higher the value of the available grant.

Grant values begin at \$80,000 in CSDs with a RIO score of 40 and increase to \$117,600 in CSDs with a RIO score of 100 (please see Appendix C). To encourage both recruitment and retention, the proportion of the grant paid out will be highest in Years 1 and 4. The payment schedule is as follows: Year 1: 40%; Year 2: 15%; Year 3: 15%; Year 4: 30%.

General Information

NRRR Initiative grant is a four-year grant, subject to the physician continuing to meet eligibility criteria, and subject to the consent of all parties concerned.

It takes approximately six to eight weeks to process an application, once an applicant has provided the required information. Physicians who are interested in the program are encouraged to provide as much lead-time as possible to ensure everything is in order before they commence their full-time practice in the eligible community.

For more information, please call (705) 564-7280, 1-866-727-9959, fax (705) 564-7493 or write to :

Ministry of Health and Long-Term Care
Primary Health Care Branch
Northern Health Programs
159 Cedar Street, Suite 402
Sudbury ON P3E 6A5

For information regarding eligibility for a certificate of registration to practice medicine in Ontario, please contact the CPSO at :

The Registrar
The College of Physicians and Surgeons of Ontario
80 College Street
Toronto ON M7A 1R3
Telephone: (416) 967-2617
Fax number: (416) 961-3330

Appendix A - Northern and Rural Recruitment and Retention (NRRR) Initiative Questions and Answers

Am I eligible to apply for the NRRR Initiative grant if I have received free tuition funding and/or a full four-year incentive grant from the NHP?

No. If you received free tuition funding and/or an incentive grant through the NHP for the full four-year duration, you are not eligible for the NRRR Initiative grant.

If I have only received free tuition funding from the NHP, am I eligible to apply for the NRRR Initiative grant?

If you have only previously received funding under the Free Tuition Program, and establish practice in an eligible community, you may be entitled to the difference between the free tuition funding you received and the amount of funding available under the NRRR Initiative.

Is the grant available to a physician who works part-time? What is the definition of full-time?

The NRRR Initiative grant is available only to a physician who works full time within the eligible community. A physician is considered full-time if he/she provides at least 40 hours per week of patient care exclusive of on-call services and, if a family physician, participates fully in comprehensive physician services in an eligible community.

How can the NRRR Initiative help me locate a practice opportunity?

Physicians interested in the NRRR Initiative are encouraged to contact the NHP at the address listed above, or visit the [Northern Health Program](http://www.health.gov.on.ca/en/pro/programs/northernhealth/) <<http://www.health.gov.on.ca/en/pro/programs/northernhealth/>> .

The NHP administers a Community Assessment Visit Program that will assist you (and your spouse, if applicable) to travel to eligible communities to assess practice opportunities. Please contact NHP at the above address for more information.

In addition, you may wish to contact the [Regional Advisor Services office at HealthForceOntario, Marketing and Recruitment Agency](http://www.healthforceontario.ca/en/M4/Regional_Advisors) <http://www.healthforceontario.ca/en/M4/Regional_Advisors> .

What can I expect in the way of relocation expenses and assistance to help my spouse find employment?

There are no provisions in the NRRR Initiative to provide funds for relocation expenses, or to assist in obtaining spousal employment. However, some communities may assist in securing employment for the physician's spouse.

Do I have to join an existing practice/clinic or can I set up a solo practice?

You have to join a primary care model, if you are a family physician. This requirement may be waived in writing by the community representative based on input from physicians practising in the community.

Do I need to have hospital privileges?

Yes, in a community that has a hospital, you are required to have hospital privileges and associated on-call obligations for the duration of the grant. If you choose to cancel your hospital privileges, your NRRR Initiative grant will be discontinued. If the community does not require hospital privileges or associated on-call obligations, this arrangement must be made and agreed upon by the community/hospital, physician and the NHP, before the NHP will approve your application.

If there is no hospital in the community, but there is one located in an adjacent community, you will be required to obtain hospital privileges there, if the community wishes you to do so and has the approval of NHP for that requirement.

If I decide the eligible community I chose does not meet my needs, can I relocate to another community and continue receiving the NRRR Initiative grant?

Yes, if the new community is not only eligible, but is also located at least 100 kilometres from the community that does not meet your needs, and has a RIO score at least nine (9) points higher than the current community, and subject to prior written approval from the NHP. All eligibility criteria continue to apply.

If I am currently receiving an incentive grant from the NHP Incentive Grant Program, can I transfer to the new NRRR Initiative?

No. However, if you are currently receiving funding under the NHP Incentive Grant Program, your incentive grant will be continued for the balance of the 4 years.

When do I sign my NRRR Initiative Agreement?

The NHP will send you a letter when it has received the completed Application and required documentation and approved it. Along with this letter, the NHP will enclose two NRRR Initiative Agreement forms for your signature. You must sign and return both copies of the Agreement to the NHP, along with an imprinted blank voided cheque from the bank for the account to which you wish deposits to be made. The NHP will sign the Agreement forms, return one original to you for your records and retain the second original in your file. The Ministry finance unit will then set up your deposits in accordance with the Agreement.

When can I expect to receive my NRRR Initiative payments?

NRRR Initiative payments are made quarterly. The first payment will be deposited into your account within six to eight weeks of the NHP receiving all the required documentation. Subsequent payments will be made at three month intervals at the beginning of each quarter. Towards the end of each of the first three years of grant participation, the NHP will send you a Confirmation of Practice Form for you to complete and submit to NHP.

Do I have to pay income tax on the NRRR Initiative grant?

You may be required to pay income tax on the grant. You may contact Canada Revenue Agency for further information regarding income tax.

Do I have to let you know if I move?

Yes, it is the responsibility of the physician to keep the Ministry informed of any change of address while they are participating in the NRRR Initiative.

What happens to my grant if I take pregnancy/parental leave?

During pregnancy/parental leave, payments on your grant are temporarily withheld. When you return to full-time practice, the grant is re-instated. You will need to notify the Ministry in writing when you start your pregnancy/parental leave and when you resume practising. You will be eligible for the remaining portion of your four-year NRRR Initiative grant upon returning to work full-time.

Do I need to remain in the community for the full four years?

The grant is for a four-year term. In accordance with Section 5 of the NRRR Initiative Agreement, the physician may terminate his/her participation in the Initiative by giving 15 business days written notice to the NHP.

If I leave before the end of my agreement, do I need to return the NRRR Initiative grant I received?

A physician could terminate his/her association with the program by giving 15 business days written notice to the NHP. Physicians who do not remain in the sponsoring community for the full four years would be required to repay the grant on a prorated basis. In such cases, payments would be stopped and the physician would be required to repay any money advanced for any part of the payment period not worked in the eligible community.

The NHP staff will advise you of the amount owing, if any, and will require you to forward a cheque in that amount within 30 days, made payable to the "Ontario Minister of Finance".

If I left before receiving the full four years of NRRR Initiative support, can I pick up where I left off?

Yes, you may apply for the balance of the grant that you did not previously receive, if you return to practise full-time either in the community you left, if it is still an eligible community, or in another eligible community located at least 100 kilometres from the eligible community you left and where the RIO score of the new community is at least nine (9) points higher than the previous community.

Appendix B - Description of Comprehensive Care / Services

Health Assessments

1. When necessary take a full history, including presenting complaint if any, past illnesses, social history, family history, review of systems and perform a complete physical examination.
2. Periodically take a specific history and perform a physical examination as required to screen patients for disease.

3. Regularly take a specific history and perform physical examination as required to respond to patient complaints and/or to manage chronic problems.

Diagnosis and Treatment

Assess and plan for patients' care based on the outcome of a history and physical examination aided by investigations and consultations as determined to be appropriate according to the results of complete, periodic or regular health assessments. Care for and monitor episodic and chronic illness or injury. In the case of acute illness or injury, offer early access to assessment, diagnostic, primary medical treatment and advice on self-care and prevention.

Primary Reproductive Care

Provide primary reproductive care, including counselling patients on birth control and family planning, and educating about, screening for, and treating sexually transmitted diseases.

Primary Mental Health Care

Offer treatment of emotional and psychiatric problems, to the extent that the physicians are comfortably able to provide such treatment. Where appropriate, refer patients to and collaborate with psychiatrists and appropriate mental health care providers.

Primary Palliative Care

Provide palliative care, or offer to provide support to the team responsible for providing palliative care, to terminally ill patients. Palliative care shall include offering office-based services, referrals to Community Care Access Centres or to such other support services as are required, and making home visits, where appropriate.

Support for Hospital, Home and, Where Applicable, Long-Term Care Facilities

Where applicable and where possible, assist with discharge planning, rehabilitation services, out-patient follow-up and home care services.

In northern and rural areas, physicians must have active or associate in-patient hospital privileges and involvement, with discharge planning, rehabilitation services, out-patient follow-up and home care services, unless otherwise agreed to by the community, hospital and the ministry.

Service Co-ordination and Referral

Co-ordinate referrals to other health care providers and agencies, including specialists, rehabilitation and physiotherapy services, home care and hospice programs, and diagnostic services, as appropriate. Co-ordinate referrals for secondary and tertiary care, where and when required. Monitor the status of patients who have been referred for additional care and collaborate on the medical treatment of such patients.

Patient Education and Preventive Care

Use evidence-based guidelines to screen patients at risk for disease, to attempt early detection and institute early intervention and counselling to reduce risk or development of harm from disease, including appropriate immunizations and periodic health assessments. Where disease is detected, institute early intervention and counselling, including appropriate

immunizations and periodic health assessments, to reduce risk or development of harm.

Access to Pre-Natal, Obstetrical, Post-Natal, and In-Hospital Newborn Care

Provide maternal services, including antenatal care to term, labour and delivery, and immediate maternal and newborn care. If the physicians do not offer full maternal care, they shall make best efforts to arrange for patients to receive these services.

Arrangements for 24/7 Response

Provide service to patients through a combination of regular office hours, extended office hours, and the THAS which allows twenty four hours a day, seven days a week response to patient health concerns.

Appendix C - Grant Level By RIO Point

RIO Score	Four Year Grant Level	RIO Score	Four Year Grant Level
40	\$80,000	71	\$111,800
41	\$80,200	72	\$112,000
42	\$80,400	73	\$112,200
43	\$80,600	74	\$112,400
44	\$80,800	75	\$112,600
45	\$81,000	76	\$112,800
46	\$81,200	77	\$113,000
47	\$81,400	78	\$113,200
48	\$81,600	79	\$113,400
49	\$81,800	80	\$113,600
50	\$83,280	81	\$113,800
51	\$84,760	82	\$114,000
52	\$86,240	83	\$114,200
53	\$87,720	84	\$114,400
54	\$89,200	85	\$114,600
55	\$90,680	86	\$114,800
56	\$92,160	87	\$115,000
57	\$93,640	88	\$115,200
58	\$95,120	89	\$115,400
59	\$96,600	90	\$115,600
60	\$98,080	91	\$115,800
61	\$99,560	92	\$116,000
62	\$101,040	93	\$116,200

63	\$102,520	94	\$116,400
64	\$104,000	95	\$116,600
65	\$105,480	96	\$116,800
66	\$106,960	97	\$117,000
67	\$108,440	98	\$117,200
68	\$109,920	99	\$117,400
69	\$111,400	100	\$117,600
70	\$111,600		

For More Information

Ministry of Health
Primary Health Care Team
Northern Health Programs
402 - 159 Cedar Street
Sudbury ON P3E 6A5
705-564-7280
Toll free: 1-866-727-9959
Fax: 705-564-7493

March 9th 2020

Billings Council: Climate Action Update #4

I will provide Council with a brief update on where we are at with moving through the five milestones of the Partners for Climate Protection program:

Milestone 1: Establishing a Baseline Greenhouse Gas Inventory

Milestone 2: Setting Greenhouse Gas Reduction Targets

Milestone 3: Developing a Local Action Plan

- committee, community discussion groups
- assessment of our buildings, energy use

Milestone 4: Implementing the Plan

- near-term: possibly streetlights, workshops, etc.

Milestone 5: Monitoring Progress

Thanks!

Kristin Koetsier

centralcc@eastlink.ca, 705-377-5726

Memo

Date: March 5, 2020

To: Township of Billings Council

From: Arthur Moran, By-law Enforcement Officer

Re: Turkeys on Maple Ridge Road

I feel there is a need to provide Council with an update regarding an ongoing by-law issue of persons feeding turkeys on the roadway on Maple Ridge Road in the Hamlet of Kagawong.

It was on January 14, 2020 when I was given the first complaint regarding persons putting feed on the roadway on Maple Ridge Road and since then there have been multiple complaints submitted to the office.

Since that time, I have performed the following actions:

- 1) I have made weekly inspections of the roadway to gather information on where the feed is being distributed.
- 2) During my inspections I have made personal contact with some residents of the neighbourhood to solicit for more information.
- 3) I have sent a letter to a resident who was putting out feed for deer in their driveway.
- 4) I have sent a letter to a resident who has been identified by others as one of the persons who is distributing feed.
- 5) I have had a personal interview with the person who has been identified as putting feed on the roadway as well as another person who also came to the interview.
- 6) I have contacted the M.N.R.F. requesting their presence in the area for awareness and enforcement support. I was told that there wasn't anything that they were able to offer in either area.
- 7) I also contacted the O.P.P. with the same request and received a response similar to the response I received from the M.N.R.F.
- 8) I have submitted a letter to the district office of the M.N.R.F. requesting that they perform a relocation of the flock of turkeys to another area. I am currently waiting for their response.

I am of the understanding that there will be residents contact Council regarding this matter.

Regards

Arthur Moran

By-law Enforcement Officer

Billings Township



Township of
BILLINGS

PRIMARY LOGO

HORIZONTAL LOGO



LOGO WITH SLOGAN



Township of
BILLINGS

Come experience Billings... Exceptional

COLOUR PALETTE



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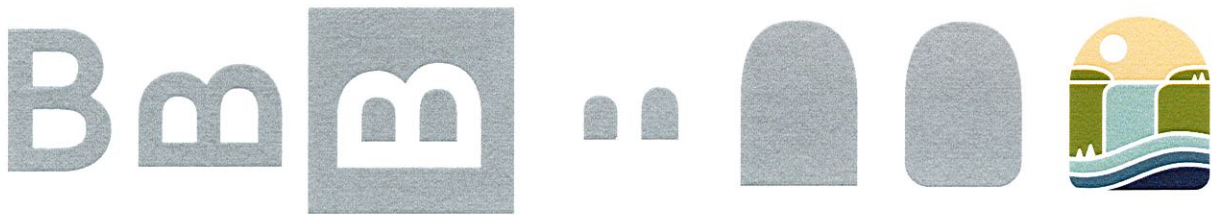
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LOGO PROCESS



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Township of
BILLINGS

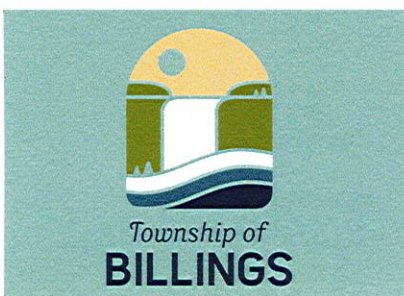
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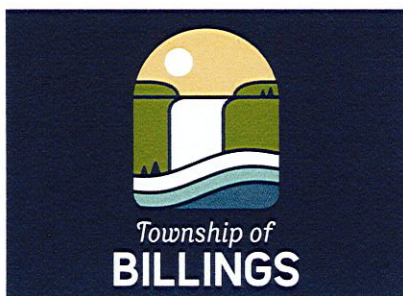
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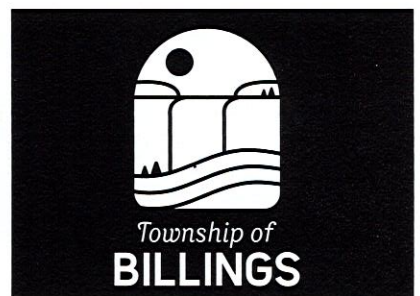
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Township of
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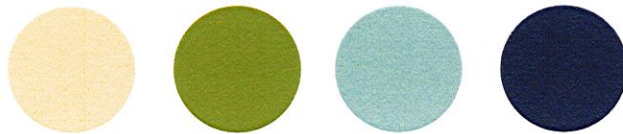
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Township of
BILLINGS

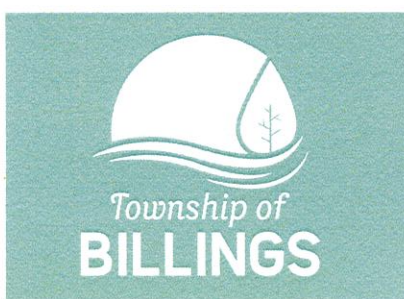
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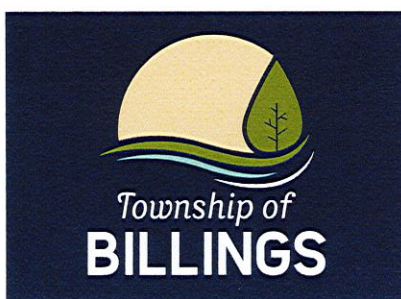
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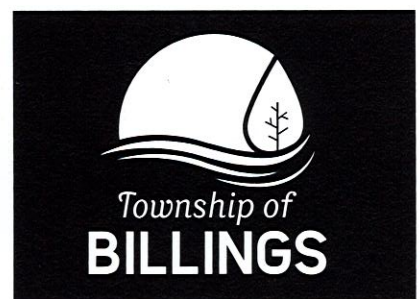
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Township of BILLINGS



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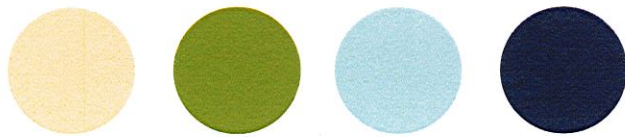
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Township of
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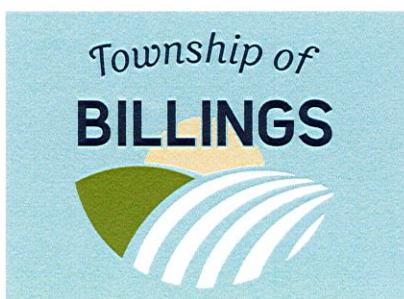
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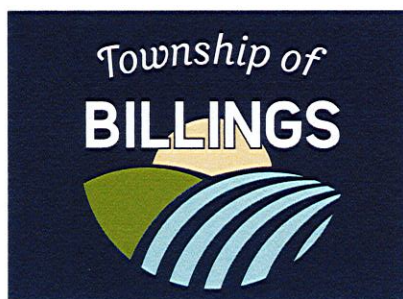
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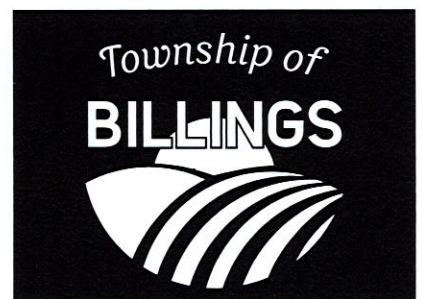
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Memorandum

To: Council, Staff, and Members of the Public

From: Kathy McDonald, CAO/Clerk

Date: March 12, 2020

RE: Asset Management

Recommendation:

That Council enter into a contract with PSD to apply for grant funding and complete an Asset Management Plan for Billings Township that is compliant with O. Reg 588 2021-2023 requirements.

O. Reg 588 states that every municipality shall prepare an asset management plan in respect of its core municipal infrastructure assets by July 1, 2021, and in respect of all of its other municipal infrastructure assets by July 1, 2023.

It is anticipated that in the near future the Federation of Canadian Municipalities will be providing funding for Asset Management Plans. It is expected that the funding will cover up to 80% of an Asset Management Plan to a maximum of \$50,000.

Over the last couple of months I have been in contact with a number of companies, reviewing their proposals and the software that they provide. Munisight and PSD Research Consulting Software were the two that I found would provide the best dollar value for the township.

Munisight is located in Alberta and will provide the software to the township at a discount if we are the first Ontario municipality and “marketing partner”. For two reasons, one being the cost of the software on renewal and the fact that this company may not be familiar with Ontario legislation, I do not feel that we should consider MuniSight.

PSD is a large company that has worked with over 50% of Ontario Municipalities and have a software product that would be suitable for a small municipality. The PSD fee to complete the grant application is no charge, the cost of completing an Asset Management Plan (AMP) is \$34,500, the software has a license fee of \$7990, an estimated implementation cost of \$10,000 and an annual Maintenance and Support fee of \$2500.



Municipality of Billings

**Ontario Regulation 588 Compliant Asset Management Plan and CityWide
Asset Manager**

Project Proposal

February 11, 2020

The Public Sector Digest Inc.

148 FULLARTON STREET, 9TH FLOOR, LONDON, ONTARIO N6A 5P3
PHONE: (519) 690-2565 • FAX: (519) 519-649-2010

CONTACT LIST**MUNICIPALITY OF BILLINGS (“CLIENT”)**

NAME	TITLE	TELEPHONE	E-MAIL
Kathy McDonald	Clerk-Treasurer	(705) 282-2611 x223	clerktreasurer@billingstwp.ca

PUBLIC SECTOR DIGEST (“PSD”)

NAME	TITLE	TELEPHONE	E-MAIL
Jeff Muir	Account Manager	519-690-2565 ex 2502	jmuir@psdracs.com
Matt Vandommelen	General Manager, Business Development and Implementation	519-690-2565 ex 2410	mvandommelen@psdracs.com

STATEMENT OF CONFIDENTIALITY

This document has been prepared specifically for the Client.

PSD shall treat as confidential all information obtained by PSD for and from the Client as well as all information compiled by PSD under this Agreement for the Client, including without limitation: business and marketing information, technical data, programs, source codes and other software, plans and projections.

This proposal and all of its associated pricing shall remain valid for 90 calendar days from the date of issue indicated below.

Date of issue: February 11, 2020

PROJECT DESCRIPTION

The purpose of this project is to develop an Asset Management Plan that is Ontario Regulation 588 compliant for the Municipality of Billings. The Asset Management Plan (AMP) will be composed with the following components at a minimum:

- Executive Summary
- Introduction
- State of Local Infrastructure
- Levels of Service
- Asset Management Strategy
 - ✓ Risk framework
- Financial Strategy
 - ✓ Sustainable sources of funding for tax funded and rate funded assets
 - ✓ Analysis on debt use

The resulting comprehensive asset management plan will become a document that officials, staff, and residents can use to guide their decision-making and develop an educated perspective on managing the Municipalities' assets.

While developing the AMP, PSD will utilize CityWide Asset Manager. CityWide Asset Manager is a web-based industry-leading Enterprise Asset Management tool that provides municipalities with a complete asset registry for all asset types. All TCA financial reporting is easily handled through its default reporting engines.

By implementing Asset Manager, the Municipality can prioritize projects based on lifecycle planning, condition assessments, risk analysis and levels of service.

ASSET MANAGEMENT PLAN - PROJECT DELIVERABLES

Ontario Regulation. 588/17 asks for updated Asset Management Plans, delivered in three stages: Stage 1 of the AMP is due by July 1, 2021 and requires an Asset Management Plan which addresses core infrastructure assets.

Stage 2 of the AMP is due by July 1, 2023 and requires an Asset Management Plan which expands on Phase 1 by including all infrastructure assets.

PSD will provide an AMP that satisfies the requirements for Stage 1 and Stage 2. These stages include providing current levels of service for each asset category, establishing the lifecycle activities needed to maintain the current levels of service, and growth considerations.

Stage 3 of the AMP is due by July 1, 2024 and requires an AMP which expands on Phase 2 by requiring more details for all infrastructure assets. Some of the requirements for Phase 3 include providing proposed levels of service, lifecycle management and financial strategies, identifying lifecycle activities, and growth considerations. PSD’s work for the Municipality will complete preparation for stage 1, in order to comply with the 2021 requirements of AMP development and will include considerations for stages 2 and 3 of the regulation.

Benefits of Asset Management	
	Good governance and increased accountability
	Data-driven decision-making
	Enhanced sustainability of infrastructure
	Improved level of service and quality of life
	Accurate forecasting of infrastructure replacement and enhancement needs
	Compliance with federal and provincial regulations

Asset Management Plan Development

PSD consultants and implementation staff will work alongside Municipality staff and department heads in finance, public works, and other members of the senior management team to develop a tailored and manageable AMP. The Municipality of Billings’ plan will align the current AMP and accompanying plans, documents, and broader asset management strategies and objectives to its strategic plan and establish asset management roles and responsibilities to be endorsed by council. This process will provide a framework for decision making, reduce uncertainties and enable corporate goals and objectives to be met now and into the future. The AMP will ensure that the community continues to meet legislated requirements and provides a guide to establishing future asset management protocols and making infrastructure investment decisions. The AMP will further serve as a strategic planning document that outlines key asset data and information about the Municipality’s infrastructure portfolio, asset inventory and replacement costs, and identifies the resources and funding required to meet the organization’s objectives. The AMP will also include a detailed analysis of this data to determine optimized asset management strategies, the current state of infrastructure, the Municipality’s capital investment framework, and financial strategies to achieve fiscal sustainability while reducing (and eventually eliminating) funding gaps.

High quality data is the foundation of an effective asset management program and the cornerstone of intelligent capital investment decisions, both of which have direct financial implications on the community. Ultimately, data determines deficits, and a practical Final Report, or AMP begins with robust, credible datasets that instill high confidence among the team. From our experience in advising hundreds of municipalities, there are generally two primary causes of poor decisions: inaccurate or incomplete data, and the misinterpretation of data. Each individual

capital asset can have anywhere from several to dozens of attributes—from material type and replacement costs, to useful life and condition information. With tens of thousands of assets across the portfolio, there are many opportunities for errors to be introduced.

The process of data collection and analysis used by PSD is designed to ensure maximum confidence in the raw data itself, and the final project components that rely on this data. As data has such widespread implications across the asset management program, PSD will work with the Municipality to determine gaps and obtain all relevant infrastructure and general capital inventory data at the highest level of detail available, thereby eliminating those gaps. PSD will collaborate with staff to gather the relevant static (e.g., material type) and dynamic datasets (e.g., condition) for each asset class via templates tailored specifically for the Municipality.

We will then calculate, identify, and/or forecast other information necessary to complete the AMP. Examples include estimated replacement dates, estimated replacement costs, and condition (age-based if no assessed condition is known). Sources may include existing data from the Municipality's accounting fixed asset registers, insurance asset registers, PSAB asset registry, GIS information, Access or Excel files, schematics, engineering drawings, and plans. A summary of the assets in each category will be developed. Any new data pertaining to replacement costs, average age, and condition will be updated within the Municipality's database.

All information will be loaded and calculated using CityWide Asset Manager, the software PSD will use to analyze the Municipality's data. Following this, an export of information from the software will be provided back to the Municipality in Excel format. PSD's data analysts will carry out an initial assessment through a systematic and exhaustive gap analysis to determine where the Municipality should focus its efforts to develop a strong asset management program. The results of this analysis will allow our team to identify any missing data on assets and ensure that all attributes required for asset management are appended to each asset.

PHASE 1: STATE OF LOCAL INFRASTRUCTURE

Kickoff Meeting and Establishment of Roles and Responsibilities

To be able to ensure the proper tailoring of asset management practices throughout the AMP development process, PSD will review the Municipality's asset management plan and infrastructure documents. PSD will then host a kickoff meeting to establish an asset management working group made up of designated Municipality staff with assigned roles and responsibilities, and then work with staff to fully understand the project goals and history of the Municipality. We then collaborate further to develop strategies, workshops and training groups to ensure that our recommendations are tailored to the unique needs of the Municipality. Our approach and methodologies implemented in developing the AMP will enable strategic asset management decision-making, and we will ensure that all training material and the content of the workshops are specifically designed for the Municipality.

State of the Infrastructure (SOTI) Report

In order to address and complete the objectives set by the Municipality, PSD will further review documentation that details infrastructure assets and conduct an infrastructure lifecycle analysis, status of the asset inventory and an assessment of the Municipality's current data collection activities. PSD will use this information to complete a State of the Infrastructure (SOTI) report and data maturity assessment summarizing the usability, availability, and robustness of the Municipality's current asset data. The SOTI will provide the Municipality with a summary of the collected assets in each category, the replacement cost of the assets, the average age of the assets, and current condition assessment data.

The SOTI will also provide the Municipality with the needed information to ensure that the useful life within the PSAB 3150 policy is comparable with industry standards as the data collection process will highlight the gaps that exist within the current asset inventory. As the Municipality is also considering using CityWide Asset Manager software to manage its activities, conducting the comparison between the current practices of the Municipality and the industry best practices and requirements set by the Public Sector Accounting Board will be much easier as gaps within the data can be determined more efficiently and with better levels of confidence.

The report will be based on the seven key questions of asset management as outlined within the National Guide for Sustainable Municipal Infrastructure:

- What do you own and where is it? (Inventory)
- What is it worth? (valuation / replacement cost)
- What is its condition / remaining service life? (function & performance)
- What needs to be done? (maintenance, rehab, replace / capital & operating Plans)
- When do you need to do it? (risk analysis / capital and operating Plans)
- How much will it cost? (short/long-term financial plan)
- How do you ensure sustainability? (short- and long-term financial plan)

As a result of the information gathered in the SOTI, PSD will provide Municipality staff training on how to further develop processes for maintaining consistent and detailed data for future asset management planning, and help this AMP comply with Ontario Regulation. 588/17 and the Building Together Guide as well as other applicable regulations for Gas Tax funding. In addition to The National Guide for Sustainable Municipal Infrastructure (Canada), the SOTI is based on principles within such key industry best practices as; The International Infrastructure Management Manual (Australia / New Zealand); and American Society of Civil Engineering Manuals (U.S.A). The SOTI will cover what data needs to be collected for different asset types and how to incorporate that data into systems management.

In order to gain a sense of the current state of the Municipality's infrastructure, service levels and data completeness per asset category, as well as determine proposed lifecycle recommendations based on current funding levels and management practices and fully utilize the inventory databases, PSD will review the data currently available in the CityWide Asset Manager database alongside any other available sources to ensure completeness of data for each asset category. This step is to ensure the right information is being collected, and to manage the data collection processes. Along with these templates, a summary of the assets in each category will be developed and data pertaining to replacement costs, average age, and condition will be updated with the Municipality.

Inventory Data

Infrastructure and general capital inventory data sources will be obtained from the Municipality to the highest level of detail available. Sources could include existing data from the Municipality's CityWide Asset Manager module, PSAB asset registry, GIS, access or excel files, schematics, engineering drawings and plans. A summary of the assets in each category will be developed. Any new data pertaining to replacement costs, average age, and condition will be updated within the Municipality's CityWide database.

Data Maturity Rating

Once data has been compiled by the Municipality, PSD will perform a gap analysis on the state of the asset data inventory. This data analysis provides a detailed look at the available data and allows PSD to make recommendations concerning the data that should be collected to enable advanced analysis and stronger asset management decision making. The compilation of data and subsequent analysis results in a data maturity rating that is based on the average of three major factors in the data collection process.

1. Assessed Condition – the percentage of assets with assessed condition data available within the infrastructure database.
2. Attributes – the percentage of recommended asset attribute data available within the database
3. Replacement Cost – The weighted average percentage score of the replacement cost source.

The final Data Maturity Rating is then available for use within the Asset Management Plan to illustrate the overall Data Maturity of the Municipality. Below is a sample table of the Data Maturity Rating:

Asset Category	Assessed Condition	Attributes	Replacement Cost	Overall Rating
Road Network	83%	97%	100%	93%
Bridges & Culverts	99%	-	100%	100%
Water Network	50%	95%	95%	80%
Sanitary Sewer Network	50%	100%	91%	80%
Storm Sewer Network	50%	99%	99%	83%
Buildings	50%	-	96%	73%
Machinery & Equipment	59%	-	51%	55%
Land Improvements	58%	-	50%	54%
Fleet	50%	-	50%	50%
Overall Data Maturity Rating				74%
Overall Data Maturity Rating – Core Assets Only				87%

Assessed Condition

As a factor of the Data Maturity Rating, assessed condition provides an overview of the source of condition data for major components within each Asset Category. The Data Maturity percentage:

- Segments with only age-based condition receive a baseline rating of 50%
- Segments with a mixture of age-based and assessed condition are calculated using a formula to assign additional weight to data sourced from condition assessments.

The resulting table provides an example of how data maturity is established from assessed condition:

Asset Category	Segment	Source of Condition Data	Data Maturity Percentage
Road Network	Paved	65% Assessed	83%
Bridges & Culverts	Bridges	97% Assessed	99%
Water Network	All	Age-based	50%
Sanitary Sewer Network	All	Age-based	50%
Storm Sewer Network	All	Age-based	50%
Buildings	All	Age-based	50%
Machinery & Equipment	All	18% Assessed	59%
Land Improvements	All	16% Assessed	58%
Fleet	All	Age-based	50%

Asset Attributes

While asset condition data is perhaps the most important piece of data to collect, asset attribute data is also helpful to collect in order to support asset management strategy development and decision-making. Asset attribute data provides greater context and clarity to the state of an asset and allows for the development of robust risk and lifecycle management strategies to prioritize projects and ultimately extend the life of assets. Asset attribute data is then collected, and gaps are recognized in this stage of the data maturity rating analysis. Data maturity established from Asset Attribute data is exemplified:

Asset Category	Asset Attribute	Percentage Completion in Asset Inventory
Road Network (Paved Roads)	Surface Width (m)	100%
	Length (m)	100%
	Road Class	84%
	Surface Material	100%
	Design Class	100%
Water Network (Water Mains)	Length (m)	100%
	Pipe Diameter (mm)	87%
	Material	99%
Sanitary Sewer Network (Sanitary Mains)	Length (m)	100%
	Material	100%
	Pipe Diameter (mm)	100%
Storm Sewer Network (Storm Mains)	Length (m)	100%
	Pipe Diameter (mm)	97%
	Material	100%
	Data Maturity Rating	93%

Replacement Cost

A factor of the Data Maturity rating is based on a ranking of each replacement cost source based on accuracy and reliability. Where there are multiple replacement cost sources for an Asset Category, the resulting Data Maturity Percentage is a weighted average based on the following data sources.

1. Cost/Unit
2. User-Defined Cost
3. CPI/NRBCPI
4. Flat Rate Inflation

Asset Category	Asset Segment	Replacement Cost Source	Data Maturity Percentage
Road Network	Tar/Chip & Hot Mix	100% Cost/Unit	100%
Bridges & Culverts	Bridges	100% User-Defined Cost	100%
	Culverts	90% User-Defined Cost 10% CPI	95%
Water Network	Watermains	81% Cost/Unit 19% CPI	91%
Sanitary Sewer Network	Sanitary Sewer Mains	98% Cost/Unit 2% CPI	99%
Storm Sewer Network	Storm Sewer Mains	91% Cost/Unit 9% CPI	96%
Buildings	All	98% CPI 2% User-Defined Cost	51%
Machinery & Equipment	All	100% CPI	50%
Land Improvements	All	100% CPI	50%
Fleet	All	100% CPI	50%
Overall Data Maturity Percentage			78%

Infrastructure Report Card (Establish Current Performance)

Once physical condition information is known for assets within the Municipality, PSD will incorporate this data once it has been identified to which asset each belongs. Key information will include asset condition data and indexes, growth projections, transportation master plans, water/wastewater master plans, and staff surveys and interviews.

Each asset category will be rated using three primary categories:

- ☑ **Condition and Performance:** This category is used to determine the condition of an asset as it exists today and how well it performs its function.
- ☑ **Capacity versus Need:** This category’s function is to determine how the designed capacity of an asset compares to the needed capacity of an asset in order to meet current demand.
- ☑ **Funding versus Need:** This category determines the actual investment requirements needed to properly maintain, rehabilitate and replace assets at the right time versus current spending levels for each asset group.

Once the State of the Infrastructure Report has been completed and provided to the Municipality, PSD will look to use the determined results from the SOTI to guide the implementation of proposed service levels and a financial strategy for the AMP. All outputs for all municipal assets will be consolidated to produce one overall Infrastructure Report Card showing current condition and future projections for all municipal infrastructure and assign a grade to each asset category on an A – F scale in asset health (condition) and financial capacity. The next page depicts a suggested guideline for the Infrastructure Report Card, although this can be tailored to suit individual needs as required.

By the end of this phase the Municipality will have a more robust asset registry within their existing CityWide Asset Manager software system, further taking into consideration replacement costs, average age of assets, and condition information. Ultimately, the Municipality will have established current performance for each category, determined lifecycle activities and maintenance costs, as well as determined the impact of future growth on current levels of service.

Sample Infrastructure Report Card

Overall Grade		Infrastructure Report Card			
C		The Town			
Asset Class	Asset Health (Condition)	Financial Capacity	Overall Grade	Comments	
Road Network	C	C	C	While more than 48% of the municipality's road network is in good to very good condition, 21% are in poor to very poor condition. The average annual revenue required to sustain the Town's road network - including lifecycle activities - totals approximately \$657,000 . Based on the Town's current annual funding of \$440,000 , there is an annual deficit of \$217,000 .	
Water System	C	A	B	With nearly 64% of the municipality's water system is in good to very good condition The Town received an Asset Health grade of 'C'. The average annual revenue required to sustain the Town's water system - replacement only - totals approximately \$559,000 . Based on the Town's current annual funding of \$524,000 , there is an annual deficit of \$35,000 .	
Sanitary System	C	A	B	Nearly 44% of the municipality's sanitary system is in good to very good condition. The average annual revenue required to sustain the Town's sanitary system - including lifecycle activities - totals approximately \$509,000 . Based on the Town's current annual funding of \$565,000 , there is an annual surplus of \$56,000 .	
Storm System	B	F	D	With 87% of all storm system assets in very good condition the municipality received an asset health rating of 'B'. The average annual revenue required to sustain the Town's storm system totals approximately \$264,000 . Based on the Town's current annual funding of \$0 , there is an annual deficit of \$264,000 .	
Buildings	C	F	F	With 76% of all <u>buildings</u> assets in good to very good condition the municipality received an asset health rating of 'C'. The average annual revenue required to sustain the Town's buildings totals approximately \$851,000 . Based on the Town's current annual funding of \$204,000 , there is an annual deficit of \$647,000 .	
Machinery & Equipment	D	A	C	While 42% of all machinery and equipment is in good to very good condition, 41% is in poor to very poor condition. The average annual revenue required to sustain the Town's machinery and equipment totals approximately \$387,000 . Based on the Town's current annual funding of \$358,000 , there is an annual deficit of \$29,000 .	

PHASE 2: ASSET MANAGEMENT STRATEGY

The asset management strategy is a developed process of planned actions that will enable the Municipality's assets to provide the desired level of service in a sustainable way, while managing risk and benefit, at the lowest lifecycle cost. At a tactical level, it will develop an implementation plan to be applied to the needs identification and prioritization of renewal, rehabilitation and maintenance activities, including growth projections, to produce a 10-year plan to ensure the best overall health and performance of the Municipality's infrastructure and general capital.

Current levels of service, as they are determined throughout the AMP and broader asset management programming, provide the basis for the lifecycle management strategies and tactical implementation processes identified within the Asset Management Plan. They support the Municipality's strategic goals and are based on customer expectations, statutory requirements, standards and the financial capacity of the Municipality to deliver those levels of service. PSD will consult with Municipality staff, council, and other stakeholders in determining current levels of service. This tactical process will influence and direct the short term, 1-to-3-year, infrastructure and general capital program and budget of the Municipality. The Asset Management Strategy will allow the Municipality to develop a long-term view of its program, and it will develop the strategies of how asset management objectives will be achieved to be fully compliant with the provincial requirements. The details within asset management strategies are tied to sustainable lifecycle projections from the State of the Infrastructure and established service levels from the Desired Levels of Service sections of this plan.

Priorities for the Asset Management Strategy:

- Ensure sustainability of existing assets
- Focus on options for each asset class to obtain the total lowest cost
- Focus on growth and demand projections
- Prioritize projects based on risk and benefit analysis

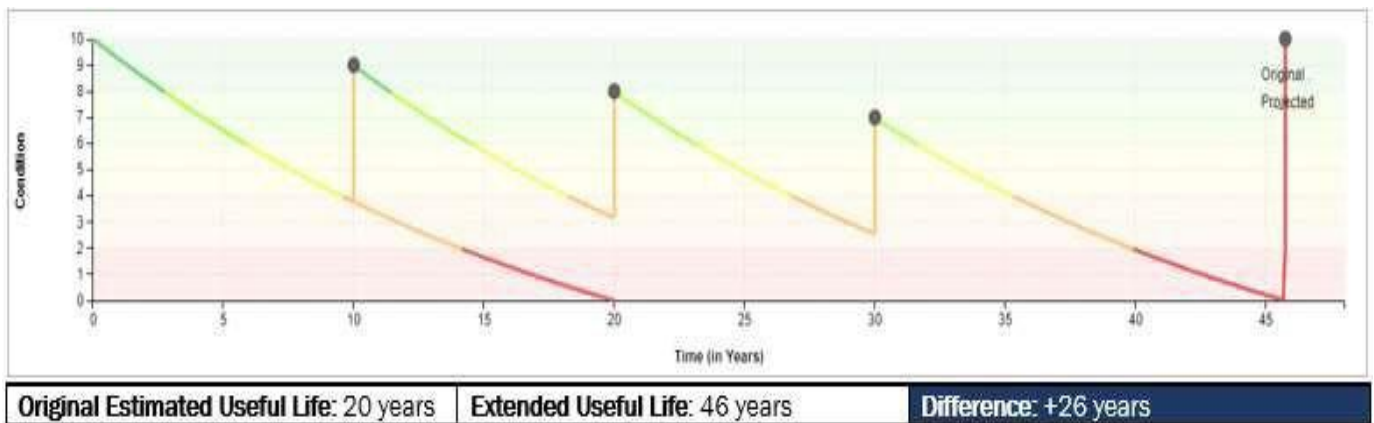
PSD will develop a long-term strategic plan for managing the Municipality's assets. The strategic plan will bring together all the needs and expectations of the stakeholders. The objectives of this Asset Management Plan and how these can be delivered in a sustainable manner will be delineated by the activities needed to maintain assets. An Asset Management Strategy is a key component of a Municipality's planning process linking multiple other corporate plans and documents. For example:

- The Strategic Plan:** The AM strategy/plan should link to key objectives outlined within the strategic plan.
- The Official Plan:** The AM strategy/plan should utilize and influence the land use policy directions for long-term growth and development as provided through the Official Plan.
- Long-Term Financial Plan:** The AM strategy/plan should utilize the financial forecasts within the long-term financial plan
- Capital Budget:** The decision framework and works identified in the asset management plan form the basis on which future capital budgets are prepared
- Infrastructure Master Plans:** The AM strategy/plan will utilize goals and projections from infrastructure master plans and in turn will influence future master plan recommendations
- By-Laws, standards and Policies:** The AM strategy/plan will influence and utilize policies and bylaws related to infrastructure management practices and standards
- Regulations:** The AM strategy/plan must recognize and abide by industry regulations
- Business Plans:** The service levels, policies, processes, and budgets defined in asset management plans are incorporated into business plans as activity budgets, management strategies, and performance measures

Lifecycle Analysis

For PSD to establish an approach for maintaining and reporting on asset replacement processes, the consulting team will conduct a lifecycle assessment with Municipality staff where a best practice industry review will be undertaken for each asset category to determine the optimal lifecycle activities, costs and options available to maintain current levels of service. The assessments will also go over lifecycle planning, condition assessment, risk analysis, levels of service, and project prioritization moving forward. This step will ensure the long-term viability of the Municipality’s infrastructure and general capital while achieving the lowest total cost.

Once the asset inventory data has been compiled and verified, the detailed information gathered will allow for lifecycle planning and modelling by asset type, and asset deterioration curves (pictured below) to be developed for each asset category. PSD will compile these results in a Lifecycle Analysis and Activity Report to help the Municipality understand the cost of lifecycle activities, and analyze which activities best contribute to the sustainability of their asset management program. Pictured below is a Deterioration Curve – LCB/Surface Treated Roads:



Lifecycle Management Strategy

For each asset category a best practice industry review will be undertaken to determine the optimal lifecycle activities and options available, to ensure the long-term viability of the Municipality’s infrastructure and general capital while achieving the lowest total cost.

To further solidify an asset management strategy, the following will be reviewed:

- Ongoing Maintenance activities and costs
- Renewal/Replacement activities, service thresholds and costs
- Rehabilitation activities, service thresholds and costs
- Disposal activities and costs.

Lifecycle Activity Types

Activity Type	Description	Example	Cost
Preventative Maintenance	Any activities that prevent defects or deteriorations from occurring	(Roads) Crack Seal	\$
Rehabilitation	Any activities that rectify defects or deficiencies that are already present and may be affecting asset performance	(Roads) Mill & Resurface	\$\$
Reconstruction	Asset end-of-life activities that often involve the complete replacement of assets	(Roads) Surface Reconstruction	\$\$\$

For each asset category of the AMP, the lifecycle events will be developed in CityWide Asset Manager, which will produce a listing of what assets will require work in which timeframe, the type of activity that should be undertaken, and the cost for the work. This analysis will also have the options to discount costs and/or add inflation and will provide an overall asset need projection for each category.

Risk Analysis

Assignment of risk scores is essential to the development of the AMP, as it identifies a ranking system for vulnerable infrastructure assets. The accuracy of the risk ranking will rely on the assessment of the probability of failure and the consequence of failure of each asset in order to establish baseline risk. The reliability of both Probability of Failure and Consequence of Failure will depend on the level of assessment, data, or expert knowledge applied to support the analysis.

The Probability of Failure (PoF) relates to the likelihood that an asset will fail at a given time. Possible parameters include current physical condition, service life remaining, known operational issues, asset attributes, and other parameters contributing to asset deterioration (e.g. traffic counts, soil types). The Consequence of Failure (CoF) describes the overall effect that an asset’s failure will have on an organization’s asset management goals. Consequences of failure can range from noneventful to impactful: a small diameter water main break in a subdivision may cause several rate payers to be without water service for a short time. In this report, the CoF parameters will aim to align with the triple bottom line (economic, social, environmental) approach to risk management as well as other fields including operational, health and safety, and strategic.

Risk Labels can be generated to further qualify the PoF and the CoF, pictured on the next page.

Level	Probability of Failure	Consequence of Failure
1	Rare	Insignificant
2	Unlikely	Minor
3	Possible	Moderate
4	Likely	Major
5	Almost Certain	Severe

Triple Bottom Line impacts are summarized below:

Risk Impact	Description	Common Parameters
Economic	The impact of the asset's failure on financial resources	<ul style="list-style-type: none"> • Cost of rehabilitation or replacement • Asset type (e.g. road or pipe material) • Asset size (e.g. number of road lanes or pipe diameter) • Overall replacement cost
Social	The impact of the asset's failure on the general population and society	<ul style="list-style-type: none"> • Number of people or critical services affected • Land Use (e.g. industrial, commercial, residential) • Bus / truck / emergency route • Asset carrying capacity (e.g. traffic counts, pipe diameter)
Environmental	The impact of the asset's failure on the environment	<ul style="list-style-type: none"> • Overall area affected • Proximity to water bodies • Proximity to environmentally sensitive areas • Asset carrying capacity (e.g. traffic counts, pipe diameter)




Risk Scoring

PSD will take the existing asset inventory and use a risk matrix (pictured below) to group the assets in their respective risk groups. The overall risk shown through the risk ranking speaks to the priority of a particular asset over others, allowing infrastructure maintenance to be accurately prioritized. All risk scoring will be entered into CityWide.



Future Trends

For any single asset category there may be specific items that negatively or positively affect the future asset grade projection within the State of the Infrastructure report card. Such items could be lack of maintenance resources, extent of back log, effects of climate change, significant funding from grants no longer available, etc. These items must also be accounted for and brought forward as recommended adjustments to the short and long-term budget. One such example of a future trend is climate change. The International Institute for Sustainable Development identified the following impacts of climate change on municipal infrastructure in Canada:

	Greater frequency of freeze-thaw cycles leading to thermal cracking, rutting, frost heave and thaw weakening
	Soil instability, ground movement and slope instability
	Triggered instability of embankments and pavement structures
	Shortened life expectancy of highways, roads and rail
	Drier conditions affecting the lifecycle of bridges and culverts
	Reduced structural integrity of building components through mechanical, chemical and biological degradation
	Increased corrosion and mold growth
	Damaged or flooded structures
	Reduced service life and functionality of components and systems
	Increased repair, maintenance, reserve fund contingencies and energy costs
	Increased water demand and pressure on infrastructure
	Loss of potable water
	Increased risk of flooding; stormwater infrastructure more frequently exceeded
	Rupture of drinking water lines, sewage lines and sewage storage tanks
	Saltwater intrusion in groundwater aquifers

Project Prioritization

The above techniques and processes will supply a significant listing of potential projects. Typically, infrastructure needs exceed available resources and therefore project prioritization parameters must be developed to ensure the right projects come forward into the budget through a combination of risk and benefit analysis.

Benefit Factors

Another important factor in project prioritization is the project’s overall benefit to the Municipality. Typically, within the strategic plan, a Municipality will allocate resources, ensuring alignment to strategic priorities and objectives. For instance, downtown revitalization, waterfront development, or addressing storm flooding issues may be strategic priorities. These projects should therefore be prioritized within the asset management strategy and plan. Other types of project benefits may be simple. For instance, with all else being equal, the road with a higher traffic volume will be reconstructed before the road with a lower traffic volume.

Levels of Service Analysis

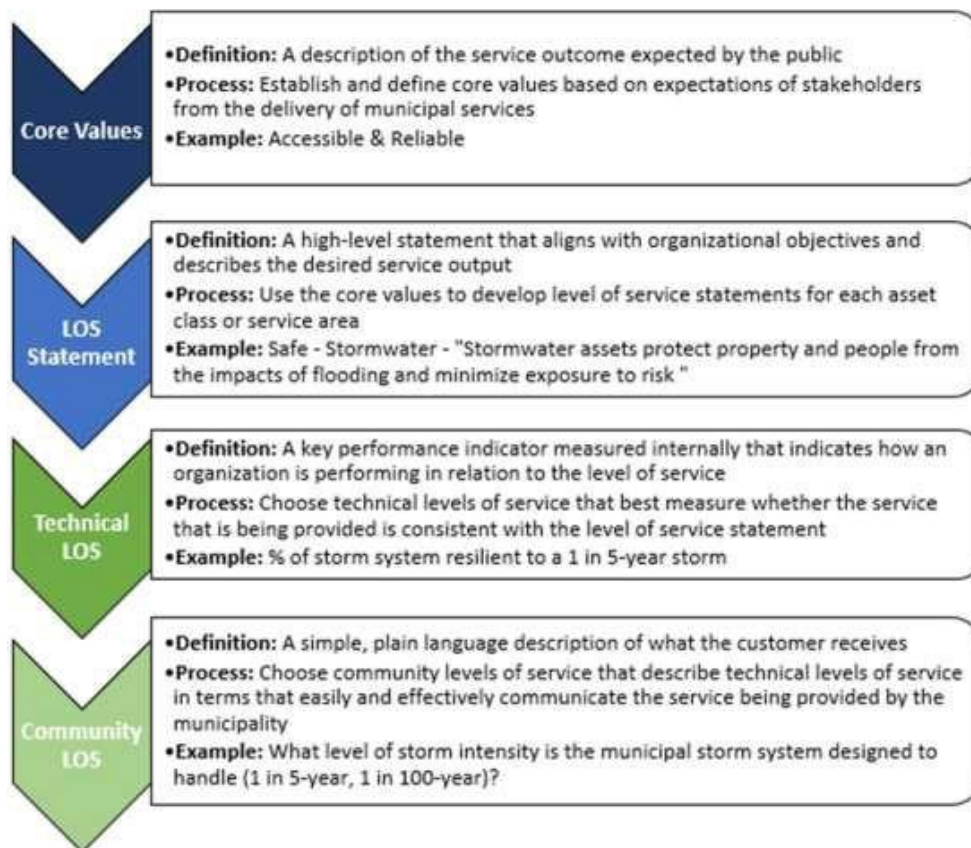
Current levels of service can be defined as a description of the service output for an activity or service area against which performance may be measured. To put it simply, a level of service is a measure of what a Municipality is providing to its community. PSD will work with Municipality staff to establish current levels of service being provided for each asset class. This will be conducted through workshops and/or teleconferencing. Depending on the Municipality’s needs, service levels can be based on community expectations, strategic and corporate goals, legislative requirements, design standards and codes of practice. PSD will also incorporate the impact of future growth within the Municipality on the current level of service.

A defined level of service is tracked through performance measures which supply targets and timeframes to establish progress. PSD will assist the Municipality in establishing current levels of service through the

incorporation of three key factors: cost, performance and risk. Any decision to increase or decrease the provided levels of service will have an impact on each factor.



The process of establishing the current level of service is:



Levels of Service are used:

- To inform customers of the proposed type and level of service to be offered
- To identify the costs and benefits of the services offered
- To assess suitability, affordability and equity of the services offered
- As a measure of the effectiveness of the asset management plan
- As a focus for the AM strategies developed to deliver the required level of service

Sample Road Network Levels of Service Framework

Road Network			
Core Value	Level of Service Statement	Community Level of Service	Technical Level of Service
Accessible & Reliable	The road network is convenient and accessible to the whole community with minimal service disruptions; service requests are responded to promptly	Description, which may include maps, of the road network in the municipality and its level of connectivity	Lane-km of arterial roads (MMS classes 1 and 2) per land area in the municipality (km/km ²)
			Lane-km of collector roads (MMS classes 3 and 4) per land area in the municipality (km/km ²)
			Lane-km of local roads (MMS classes 5 and 6) per land area in the municipality (km/km ²)
Safe & Regulatory	The network feels safe to use; traffic signs and markings are easy to see and understand	Description of minimum maintenance standards for road network (road surface and sidewalks).	% of sidewalks inspected annually
			# of reported incidents related to the road and sidewalk network
			# of winter events that required snow clearing as per MMS
			# of winter events that response time was met or exceeded
Affordable	The road network is managed at the lowest possible cost for the expected level of service	What is the O&M cost to maintain the road network per household?	O&M costs for roads / lane-km (excluding winter control)
Sustainable	There are long-term plans in place for the sustainability of the road network	When was the last time the Road Network AMP was reviewed?	Road Network AMP reviewed annually
		Description or images that illustrate the different levels of road class pavement condition	Average pavement condition index for paved roads in the municipality Average surface condition for unpaved roads in the municipality

Key Performance Indicators

Depending on the Municipality’s needs, service levels can be based on community expectations, strategic and corporate goals, legislative requirements, design standards and codes of practice. A suggested method in establishing an effective level of service framework, is the incorporation and usage of well- defined key performance indicators (KPIs).

The KPIs incorporate specific, measurable, achievable, relevant, and time-bound (SMART) criteria. The Municipality will be equipped with the necessary tools to collect data on their performance using the KPIs listed and establish targets that reflect its current fiscal capacity, corporate and strategic goals, and feasible changes in demographics that may place additional demand on their various asset categories. Recommendations will be given to the Municipality so that infrastructure classes follow respective KPIs. Guidelines will also be given to the Municipality so that staff can track their progress on an annual basis.

The level of service objectives are typically supported by many performance indicators that help quantify the services to be delivered such as how much, how frequently, and of what nature. Below are some examples of KPIs that PSD has developed for municipalities in the past.

Performance Measures	Description
Strategic Indicators	<ul style="list-style-type: none"> ▪ Percentage of reinvestment vs. value of asset category ▪ Completion of strategic plan objectives (related to infrastructure)
Financial Indicators	<ul style="list-style-type: none"> ▪ Annual revenues vs. annual expenditures ▪ Total cost of borrowing vs. Total cost of service ▪ Annualized depreciation (replacement value) vs. annualized expenditures ▪ Lost revenue from system outages
Asset Health Indicators	<ul style="list-style-type: none"> ▪ Percent of network rehabbed/reconstructed annually ▪ Annual overall condition index vs. desired condition index ▪ Annual adjustment in condition index (up or down) ▪ Annual number of large system outages ▪ Percent of asset value spent on ops and maintenance annually
Operational Indicators	<ul style="list-style-type: none"> ▪ Number of water main breaks per Km of pipe network ▪ Percent of network inspected ▪ Percent of pipes flushed and cleaned annually ▪ Percent of hydrants flow tested annually ▪ Cost of material for pothole patching annually ▪ Water main breaks will be repaired within x hours ▪ Legislated requirements will be met

PHASE 3: FINANCIAL STRATEGY AND REPORTING

The last element of the proposed strategy section of the AMP ‘Financial Strategies’. For the community, effective financial planning ensures that the infrastructure investments and programs of today do not place a disproportionate burden on future generations. This means that in order for asset management planning to be effective and meaningful, integration with financial planning and long-term budgeting is required.

The development of a comprehensive financial plan will allow the Municipality to identify the financial resources required for sustainable asset management based on existing asset inventories, desired levels of service and projected growth requirements. PSD will develop a financial strategy that fully integrates to the AMP, and which includes expenditures and revenue forecasts for the delivery of the minimum 25-year infrastructure and general capital budget.

To develop and optimize a long-term budget, PSD will analyze recommended lifecycle activities, asset management strategies, and level of service considerations; this can be accomplished in incremental phases, to reflect a maturing state of knowledge. Information will include current spending on capital and maintenance for each asset program, capital and operations budgets, and the cost of high-level field activities and works (maintenance, rehabilitation, replacement). Additionally, as the Municipality develops capital and operating budgets through a collaborative process between staff and the senior management team, they will be able to utilize a greater understanding of short-term capital and operating/maintenance infrastructure requirements, premised on an understanding of overall asset condition outlined in this strategy, to make well-informed decisions.

This work will occur as part of a later stage of the asset management programming project undertaken by the Municipality, of which this AMP is the first step. Collection of accurate, up-to-date condition assessment and other needs data will help optimize capital investment decisions such that they are based on detailed and strategic analysis of present and future needs instead of simply staff knowledge.

Yearly expenditures forecasts will be broken down as per the asset management strategy:

- Non-infrastructure projects
- Maintenance activities
- Renewal/Rehabilitation projects
- Replacement projects
- Disposal projects
- Growth related projects

The financial strategy and plan will include:

- A breakdown of yearly revenues by confirmed source
- Key assumptions and alternate scenarios where appropriate
- Identifies any funding shortfall (infrastructure deficit) relative to financial requirements (long term replacement needs) that cannot be eliminated by revising service levels, asset management and/or financial strategies.
- Discusses the impact of shortfalls and how the impact will be managed

Financial Data

To develop a robust financial strategy for the Municipality, existing financial information will be obtained from the Municipality. Key information will include current spending on capital and maintenance for each asset program, capital and operations budgets, and the cost of high-level field activities and works (maintenance, rehabilitation, replacement). All information will be analyzed, and a gap analysis will be produced showing actual investment requirements versus current spending levels for each asset group.

Funding Objective

The funding objective section identifies the goal of the Municipality as it relates to the percentage of assets that will be fully funded at the end of the financial plan. If the goal of the Municipality is to have all asset classes fully funded, the timeline for this goal would be identified as well as an explanation of the scenarios available to the Municipality to reach their funding objective. Generally, the scenarios introduced are:

- End of life scenario: based on the assumption that assets deteriorate and -without regularly scheduled maintenance and rehabilitation – are replaced at the end of their service life.
- Lifecycles activities scenario: based on the assumption that lifecycle activities are performed at the optimal time to extend the estimated useful life of assets at the lowest cost; assets are replaced at the end of the extended estimated useful life.

Each scenario will include strategies, where applicable, regarding the use of cost containment and funding opportunities. PSD will establish a 10-year annual cash flow analysis which determines the long-term investment requirement and develop and compare the 10-year cash flow models at end-of-life replacement and lifecycle strategies. This will be completed by integrating assumptions about asset condition, risk assessment, replacement cost, and funding sources.

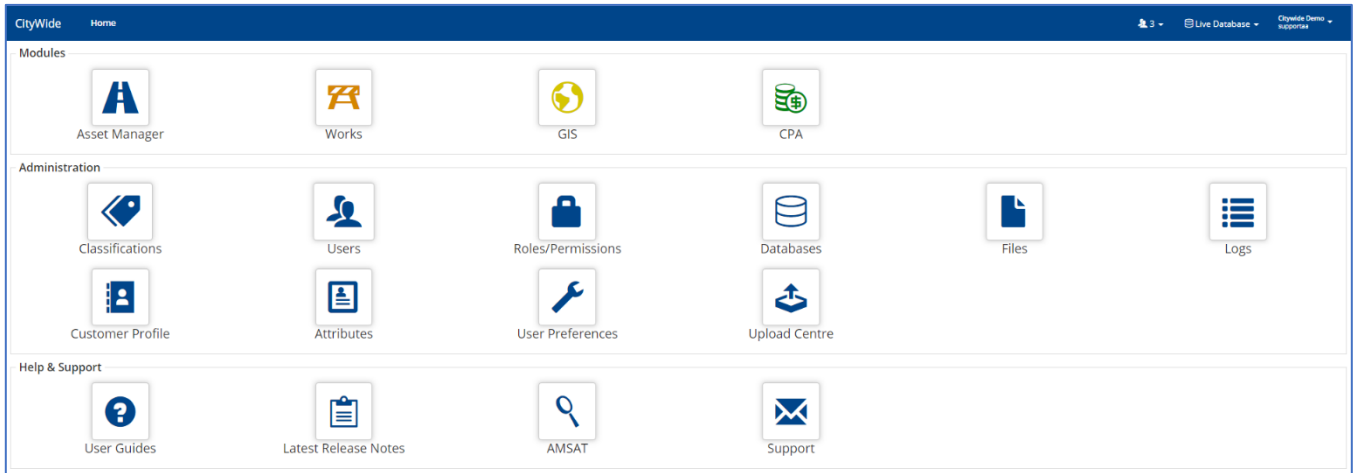
As O. Reg. specifies, the Municipality must outline the process for using the asset management plan in developing its budget or any long-term financial plans that outline municipal infrastructure assets. To address these requirements, PSD will also review and incorporate documentation that aligns the Municipality's financial plans with its asset management practices producing lifecycle management and financial strategies that will set out key

information with respect to the assets in each asset category. As this AMP would consider the full lifecycle of all assets, our projections provide a forecast of at least 25 years so as to exceed the requirement set out by the Ontario regulations. However, using these projections, the Municipality will of course also be in possession of a capital plan forecast of 10 years. Therefore, the final deliverable of this process will be an AMP containing a minimum 10-year lifecycle and financial strategy that incorporates all elements listed above, which is compliant with Ontario Regulation. 588/17 requirements.

CityWide Screenshots and Functionality

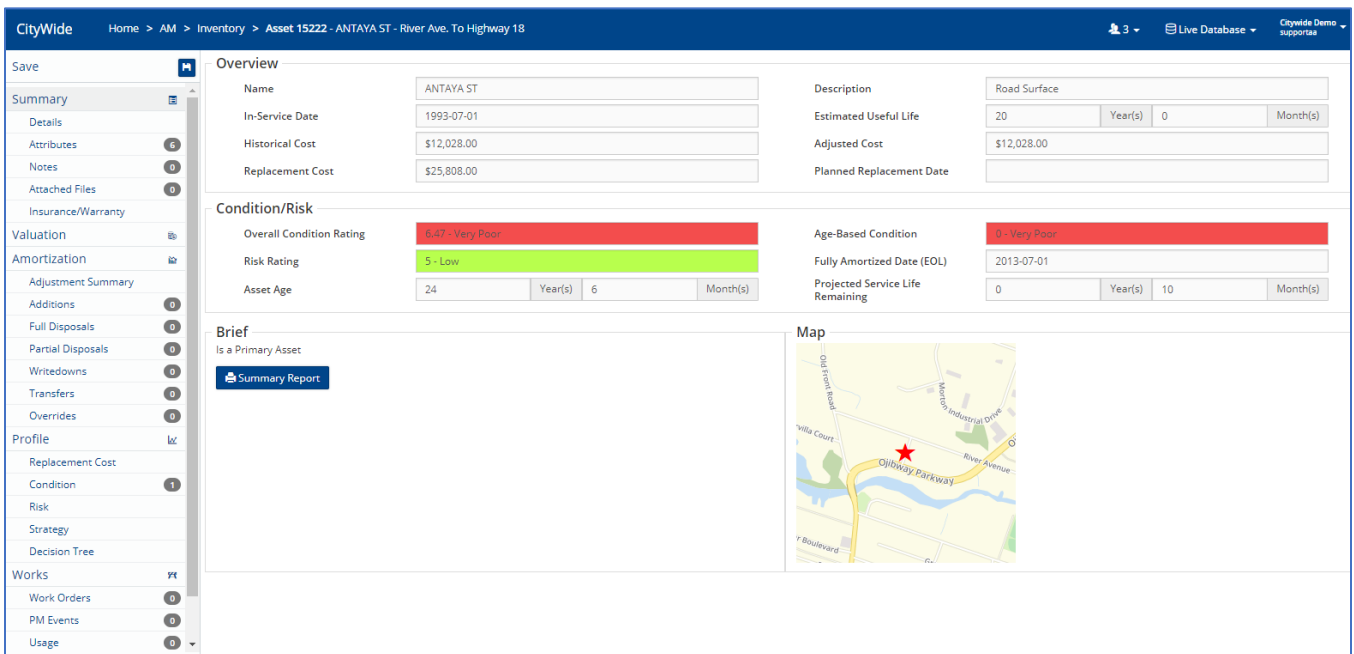
CityWide Asset Manager

Users have access to each module available through this page. New classifications can be created as well as, upload databases, global files, create roles and manage permissions. Access to system support, release notes on updates and user guides is also available from this screen.



Asset Information Page

Each individual asset record has a summary page highlighting items such as historical cost, in-service date, useful life and replacement cost. Other information on condition, risk, lifecycle events, work orders, or any attached documents is also available from this page. A geolocation of the asset is also provided within this page.



Customized Search and Filters

The key word search searches all fields in the entire database. Users have the ability to filter their search by specific fields such as category, segment, department, functional class, key words, etc.

The screenshot shows the CityWide software interface with a search and filter interface. Callouts highlight search and filter controls:

- Search | Clear**: A callout pointing to the search input field in the filter bar.
- Search using Column Filters**: A callout pointing to the search input field in the table header.
- Clear Filters**: A callout pointing to the clear filter button in the table header.

Asset ID	Department	Category	Function	Name	In-Ser
307	30 Highways	Bridges	Bridge Guiderails	Score Boundary Bridge	2007-01-01
309	30 Highways	Bridges	Footings	Score Boundary Bridge	2007-01-01
310	30 Highways	Bridges	Super Structure	Score Boundary Bridge	2007-01-01
311	30 Highways	Bridges	Bridge Guiderails	Lot 35, Conc 7, Elderslie	2007-01-01
312	30 Highways	Bridges	Deck	Lot 35, Conc 7, Elderslie	2007-01-01
313	30 Highways	Bridges	Footings	Lot 35, Conc 7, Elderslie	2007-01-01
314	30 Highways	Bridges	Super Structure	Lot 35, Conc 7, Elderslie	2007-01-01
315	30 Highways	Bridges	Bridge Guiderails	Lot 36, Conc 14, Elderslie	2007-01-01
316	30 Highways	Bridges	Deck	Lot 36, Conc 14, Elderslie	2007-01-01
317	30 Highways	Bridges	Footings	Lot 36, Conc 14, Elderslie	2007-01-01
318	30 Highways	Bridges	Super Structure	Lot 36, Conc 14, Elderslie	2007-01-01
319	30 Highways	Bridges	Deck	Sauble River - Lot 36,Con...	2007-01-01
320	30 Highways	Bridges	Footings	Sauble River - Lot 36,Con...	2007-01-01
321	30 Highways	Bridges	Super Structure	Sauble River - Lot 36,Con...	2007-01-01
322	30 Highways	Bridges	Deck	Sauble River - Lot 36,Con...	2007-01-01
323	30 Highways	Bridges	Footings	Sauble River - Lot 36,Con...	2007-01-01
324	30 Highways	Bridges	Super Structure	Sauble River - Lot 36,Con...	2007-01-01
325	30 Highways	Bridges	Deck	Sauble River - Lot 36,Con...	2007-01-01
326	30 Highways	Bridges	Footings	Sauble River - Lot 36,Con...	2007-01-01

Life Cycle Events

Deterioration curves are available for each individual asset. When a lifecycle event has been added to an asset, CityWide will automatically calculate a new curve based on the activity completed. This allows users to build strategies to extend the useful life of assets.

The screenshot shows the CityWide software interface with the Life Cycle Events (2017+) table and a corresponding deterioration curve graph.

Event Date	Event Description	Work Type	Cost	Condition	Impact	Duration	Cost
<Skipped>	Crack Seal	Blow & Go	\$0.00, \$2.00/m2	Operating	80 to 85 Condition	No Impact	0 Months
<Skipped>	Overlay	50mm Overlay	\$0.00, \$20.00/m2	Capital	40 to 60 Condition	90	0 Months
2017-07-01	CIR and Pave	Rehabilitation	\$18,849.15, \$25.00/m2	Capital	10 to 20 Condition	100	18 Years 8 Months \$1,009.78
2037-07-01	<Asset Replacement>	End of life replacement	\$25,808.00 (Fixed)	Capital	0 to 0 Condition	100	20 Years \$1,290.40

The graph shows the deterioration curve for the asset, with a callout for the event: "CIR and Pave 2017-07-01: Cost of \$18,849.15". The graph shows the condition of the asset over time, with a sharp increase in condition following the event.

Risk Assessment

Risk within the infrastructure industry is often defined as the probability (likelihood) of failure multiplied by the consequence of that failure.

Risk = Likelihood of Failure x Consequence of Failure.

The likelihood of failure relates to the current condition state of each asset, whether they are in very good, good, fair, poor or very poor condition, as this is a good indicator regarding their future risk of failure. This condition can be generated based on age and where the asset is at its estimated useful life or can use an assessed condition rating provided by the condition inspection. The consequence of failure relates to the magnitude, or overall effect, that an asset’s failure will cause. For instance, a small diameter water main break in a sub division may cause a few customers to have no water service for a few hours, whereby a large trunk water main break outside a hospital could have disastrous effects and would be a front-page news item.

By default, the system will use these two factors to assign each asset a Risk Rating, but you may also override these values using the drop-downs beneath each section. Additional metrics can be incorporated at the Asset Profile level as municipalities refine their data.

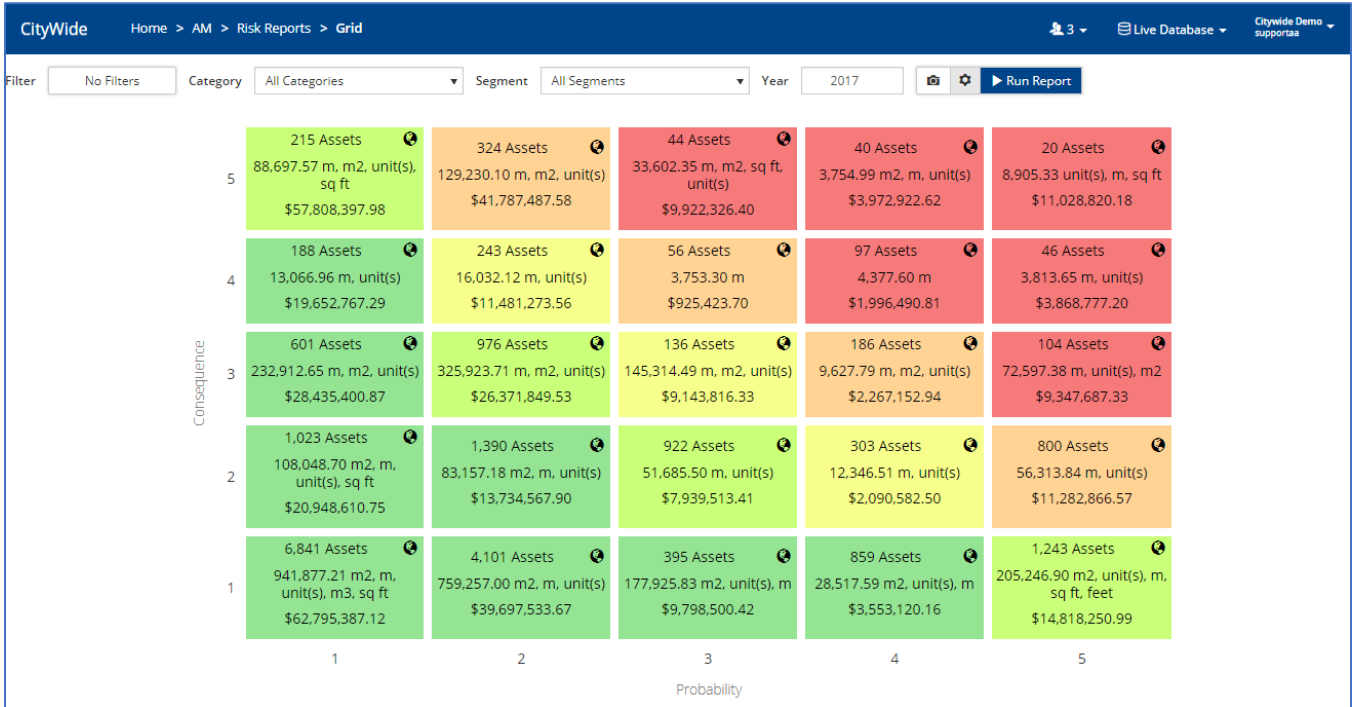
The screenshot displays the CityWide software interface for an asset profile. The top navigation bar shows the path: Home > TA > Inventory > Asset 30529 - Vollmer Complex - 2121 Laurier Pky. The main content area is divided into a table for risk factors and a heatmap for risk rating.

Field	Value	Weight (%)	Risk Rating	Actions
COF - Health and Safety	Medium - Potential for serious injuries or affects to health. May affect many individuals and/or result in short-term disabilities.	24%	3 - Moderate	[Icon]
COF - Environmental	Low - Material damage of local importance. Minor, short-term (within 6 months) very isolated damage to the environment.	19%	2 - Low	[Icon]
COF - Financial	Medium - Cost of Reactive response and replacement is over 110% to 125% of proactive replacement or increase in cost to providing service is over %10	19%	3 - Moderate	[Icon]
COF - Legal & Regulatory	Low - Prosecution by an individual possible.	19%	2 - Low	[Icon]
COF - Reputation & Image	Medium - Some negative opinion of Senior government staff and ethics.	9.5%	3 - Moderate	[Icon]
COF - Service Interruption	Low - Service disruption at a localized level: 10 - 200 people affected, service interrupted 1 day	9.5%	2 - Low	[Icon]

Below the table is a **Risk Rating** heatmap. The vertical axis is labeled **Consequence** with values 2, 3, 4, and 5. The horizontal axis represents Likelihood (implied by the equation above). The heatmap shows a color gradient from green (low risk) to red (high risk). The cell for Consequence 2 and Likelihood 3 is highlighted in green and labeled **3 - Very Low**.

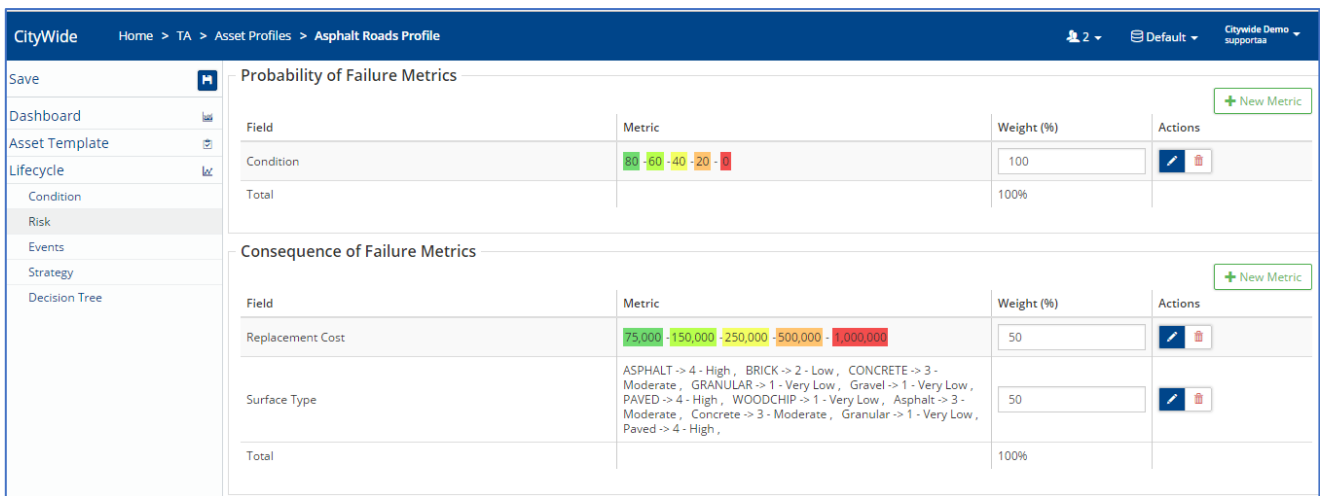
Risk Matrix Report

Users have the ability to generate risk matrices to identify assets that have a higher risk of failure. These reports show the overall risk score for each of the assets. Each grid square is enabled with a link that will direct the user to the assets that fall within that risk category. In addition, users can also view assets within each grid square in the GIS map.

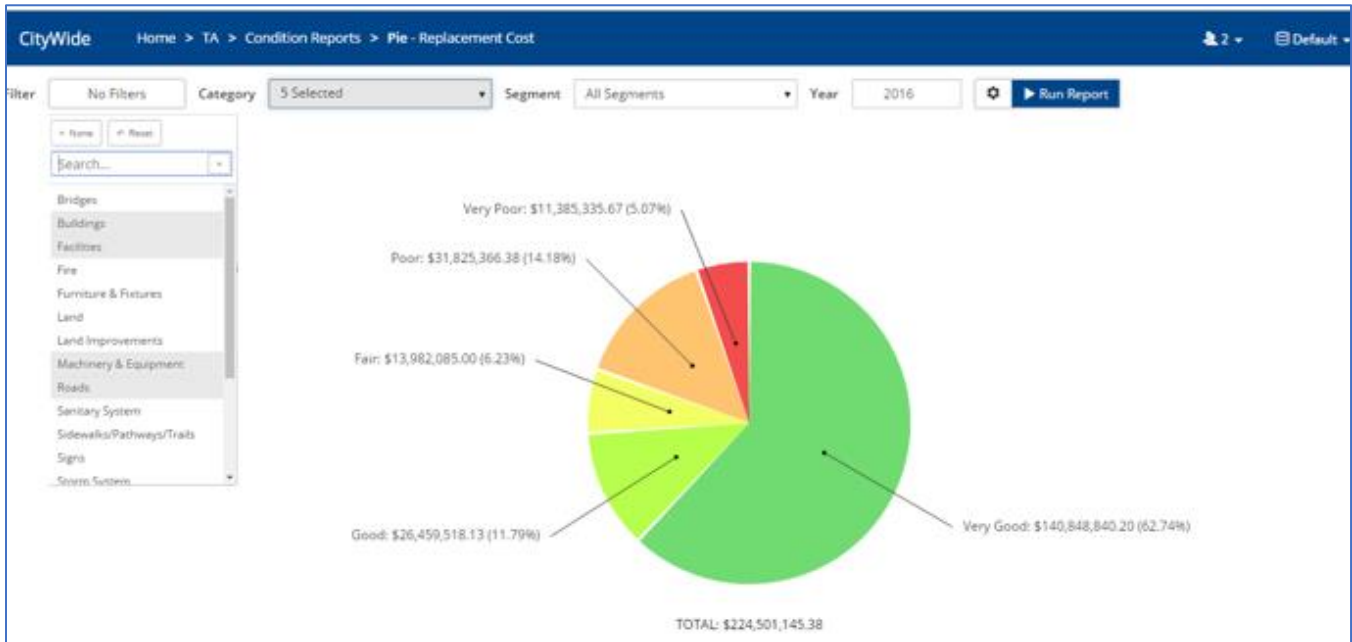


Risk Setup

Users have the ability to set asset profiles that have specific risk metrics. This enables users to setup, create, or edit current risk rating systems.



Condition Report



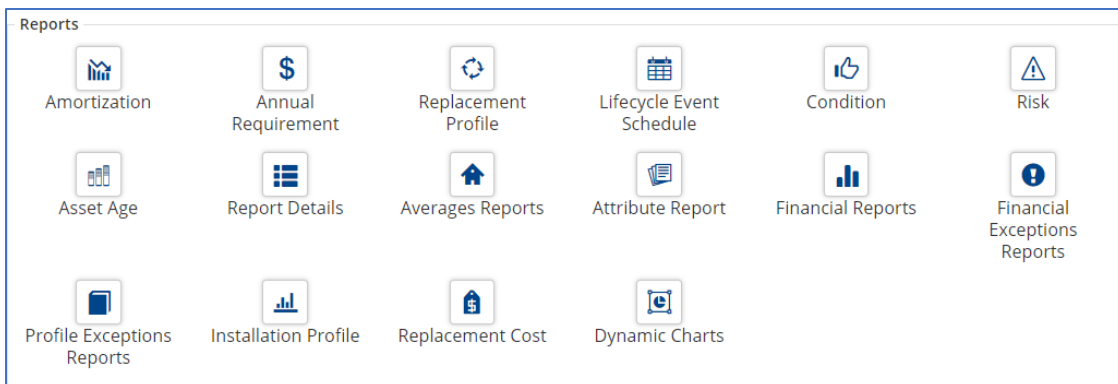
Lifecycle/Capital Modeling Reports

Classification	Event Cost	Event Date	Condition	Assessment Date	Age / Condition Before E...	Condition After Event	Added Condition
Road Right of Way							
Bridges & Culverts	\$63,344.19	28 Events	10%				
Roads Base	\$2,113,624.41	7 Events	11.71%				
Roads Surfaces - HCB-1	\$7,628,879.32	75 Events	64.09%				
Rossland Rd W	\$134,897.20	2 Events	81 - Good	2015-07-01			
Crack Sealing 2	\$1,393.07	2016-10-01			74 - Good	74 - Good	-0.03
R1 Resurfacing	\$133,504.13	2021-08-01			0 - Very Poor	100 - Very Good	100
Rossland Rd W	\$292,669.74	2 Events	81 - Good	2015-07-01			
Rossland Rd W	\$213,739.78	1 Event	60 - Good	2015-07-01			
R1 Resurfacing	\$213,739.78	2018-07-01			0 - Very Poor	100 - Very Good	100
Rossland Rd W	\$330,264.58	1 Event	56 - Good	2015-07-01			
R1 Resurfacing	\$330,264.58	2018-01-01			0 - Very Poor	100 - Very Good	100
Rossland Rd W	\$168,461.57	1 Event	56 - Good	2015-07-01			
R1 Resurfacing	\$168,461.57	2018-01-01			0 - Very Poor	100 - Very Good	100
Dundas St W	\$173,122.56	1 Event	60 - Good	2015-07-01			
R1 Resurfacing	\$173,122.56	2018-07-01			0 - Very Poor	100 - Very Good	100
Dundas St W	\$54,665.33	2 Events	32 - Poor	2015-07-01			
R1 Resurfacing	\$54,100.80	2016-04-01			0 - Very Poor	100 - Very Good	100
Crack Sealing 1	\$564.53	2021-05-01			94 - Very Good	94 - Very Good	-0.08
Dundas St W	\$344,812.05	2 Events	38 - Poor	2015-07-01			
R1 Resurfacing	\$341,251.20	2016-08-01			0 - Very Poor	100 - Very Good	100
Crack Sealing 1	\$3,560.85	2021-09-01			94 - Very Good	94 - Very Good	-0.08

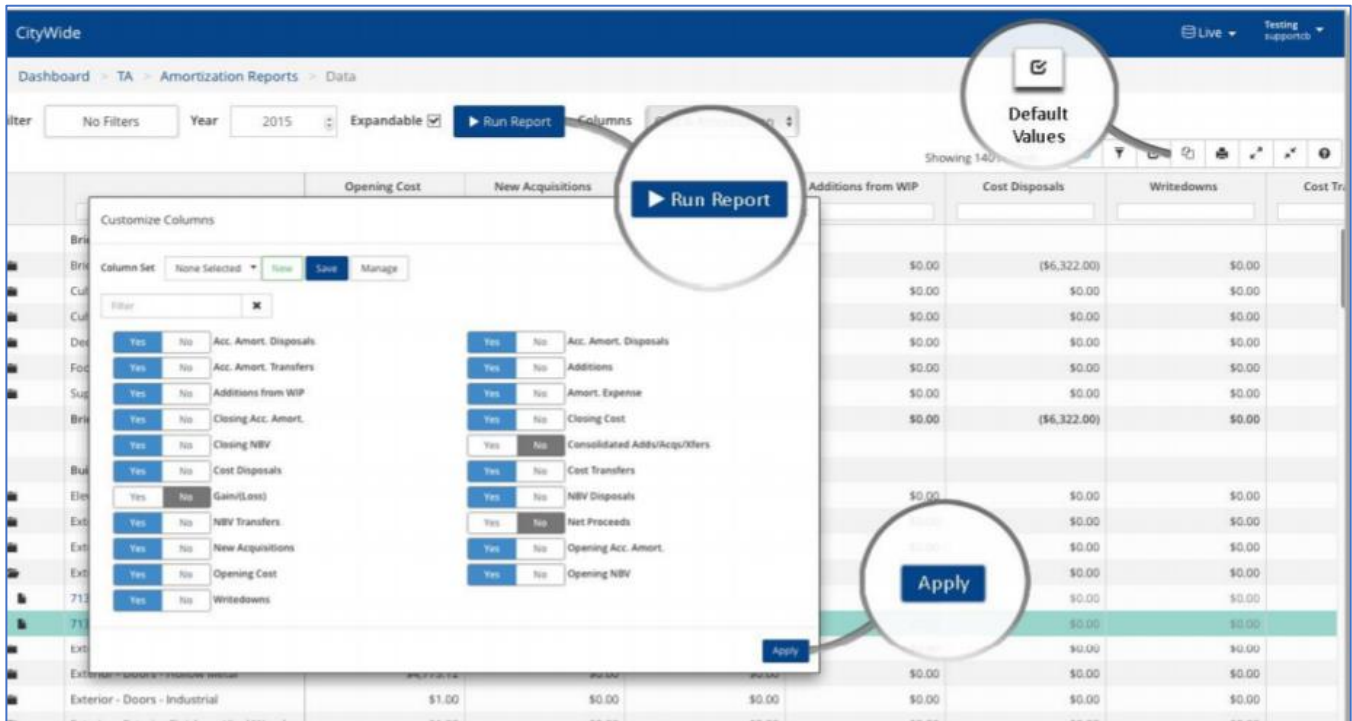
Asset Management and Financial Reporting

Users can create customizable reports and can save the customized options. Some of the Default reports include:

- Financial Information Reporting (FIR)
- Financial reports including Schedule 51A, Schedule 51B and Schedule 51C Reports
- TCA Reporting inclusive of betterments, disposals, etc.
- Base Capital Expenditure Report (Asset Backlog)
- Ability to report assets by class, category, department, function, and fund
- State of Recommended Practices Reporting (SORP)
- Asset Condition Reporting
- Asset Replacement Needs
- Risk Assessment Matrix
- Customizable lifecycle reporting to show annual requirement(s) and upcoming capital expenditures required in single or multi-year blocks
- Work In Progress (WIP) reports
- Ability to generate cumulative and continuity reports
- Customized reports can be created and saved by the end user without needing additional support.

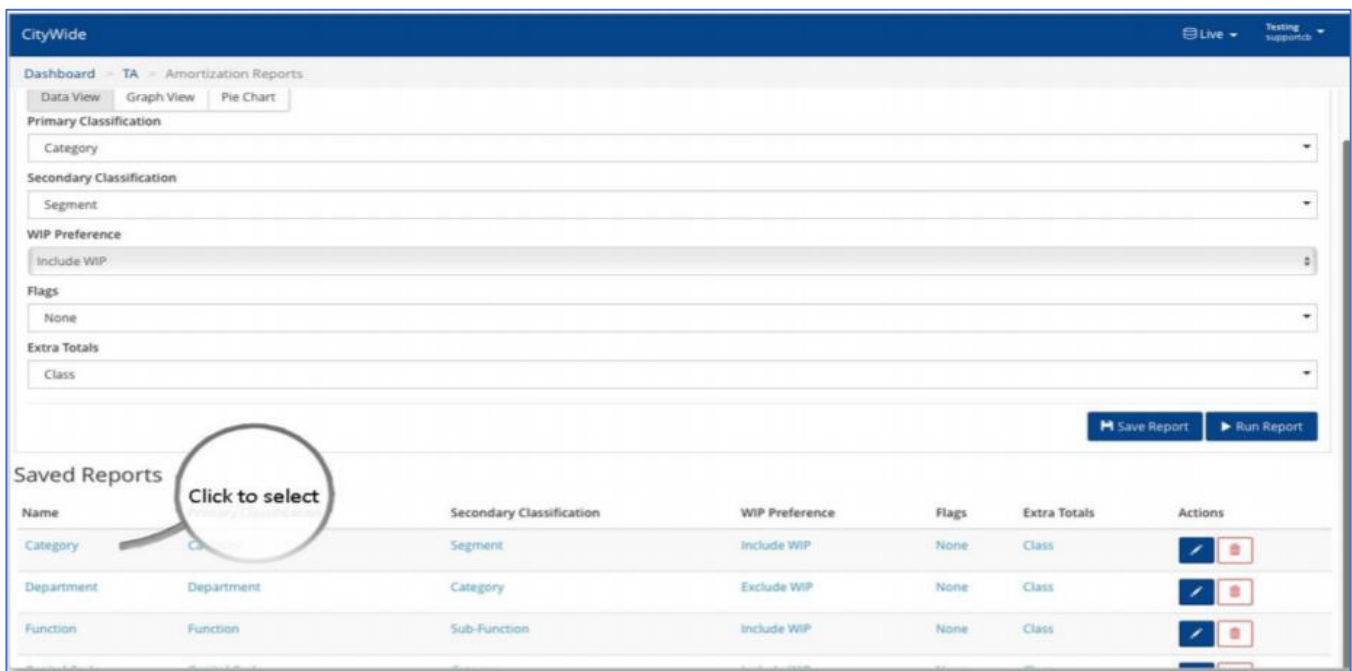


Users with the appropriate permissions can run several options in the Reports section. All reports customizable and can be saved for future use by each user and can also be accessed by other users.



Saved Views and Reports

If there are any custom options or filters that the user has selected, they can be saved so that the options do not have to be selected every time the reports needs to be ran.



Replacement Costs

Users can choose between a number of different methods to calculate their replacement costs. CityWide has the option to use inflation indices, such as CPI or NRBCPI tables, which are updated quarterly. If the Town chooses to use a cost per unit, the system will use the quantity information against the asset to calculate the overall replacement cost based on the number of units associated. For the CPI tables, the adjusted cost of the asset is used for the calculation, which is based on the most up to date inflation index.

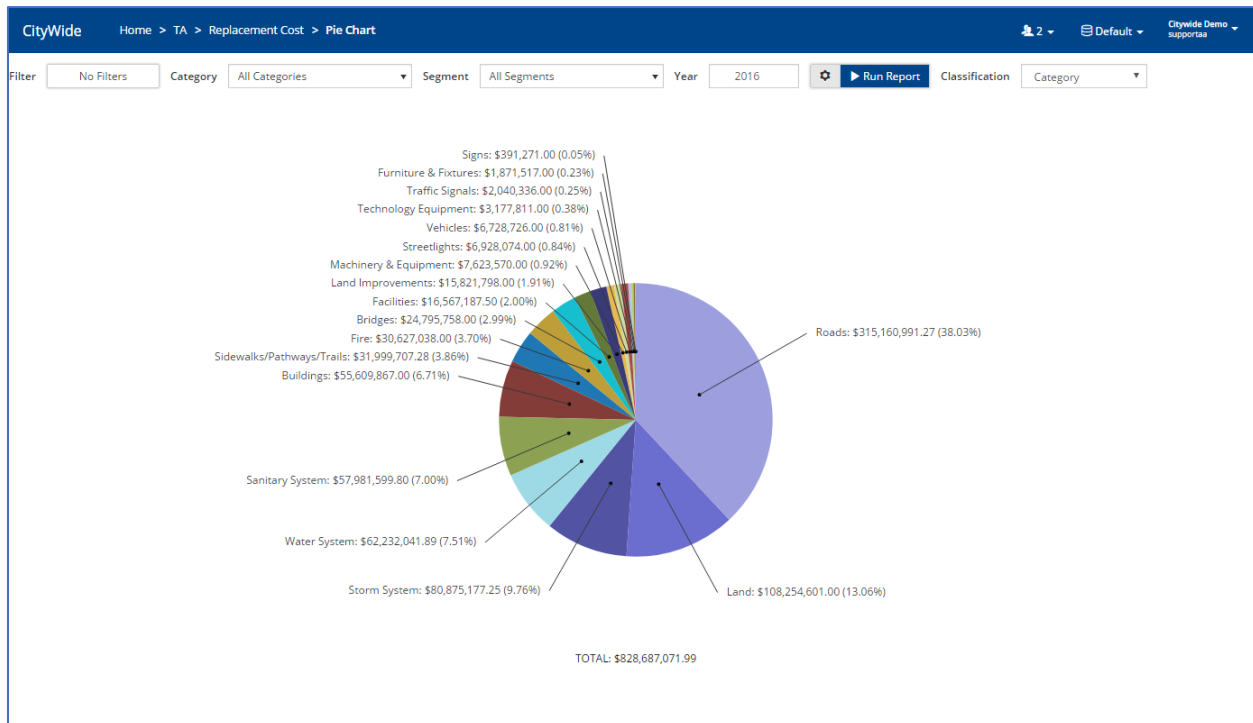
Replacement Cost

- Replacement Cost Method: CPI Tables
- Replacement Cost: CPI Tables
- Most Recent Indexes: Cost/Unit
- Valuation Basis: Flat-Rate Inflation
- In-Service Date: 1988-07-01
- Adjusted Cost: \$634.00
- Inflation Source: CPI Monthly (ON)
- Inflation Source Used: CPI Monthly (ON)
- Inflation Measure: 1.685
- CPI In-Service Date: 1988-07-01: 71.4
- CPI Valuation Date: 2011-12-01: 120.3

Planned Replacement

- Fully Amortized Date (EOL): 2038-07-01
- Planned Replacement Date: [Empty field]

Replacement Cost Report



Amortization Report by Asset Type

CityWide Home > TA > Amortization Reports > Data

Filter: No Filters Category: All Categories Segment: All Segments Year: 2016 Run Report

Showing 179 records

	Opening NBV	NBV Transfers	Opening Acc. Amort.	Amort. Expense	Acc. Amort. Disposals	Acc. Amort. Transfers	Closing Acc. Amort.	NBV Disposals	Closing NBV
Roads									
Arterial - Base	\$8,764,062.81	\$0.00	\$1,657,929.83	\$213,572.49	\$0.00	\$0.00	\$1,871,502.32	\$0.00	\$8,550,490.32
Collector - Base	\$6,617,140.86	\$0.00	\$4,100,648.20	\$214,450.09	\$0.00	\$0.00	\$4,315,098.29	\$0.00	\$6,402,690.77
Local - Base	\$15,299,414.49	\$0.00	\$7,207,976.82	\$452,602.82	\$0.00	\$0.00	\$7,660,579.64	\$0.00	\$14,846,811.67
Surface	\$12,415,564.86	\$0.00	\$17,791,947.42	\$1,029,561.84	\$0.00	\$0.00	\$18,821,509.26	\$0.00	\$11,386,003.02
Roads Total	\$43,096,183.01	\$0.00	\$30,758,502.27	\$1,910,187.24	\$0.00	\$0.00	\$32,668,689.51	\$0.00	\$41,185,995.77
Sanitary System									
Manholes	\$3,235,795.77	\$0.00	\$1,827,070.27	\$101,167.77	\$0.00	\$0.00	\$1,928,238.04	\$0.00	\$3,134,628.00
Pump Stations	\$2,231,339.28	\$0.00	\$2,239,698.65	\$164,332.80	\$0.00	\$0.00	\$2,404,031.46	\$0.00	\$2,067,006.47
Sewer Lines	\$9,638,123.38	\$0.00	\$7,346,287.19	\$332,989.12	\$0.00	\$0.00	\$7,679,276.30	\$0.00	\$9,305,134.27
Sanitary System Total	\$15,105,258.43	\$0.00	\$11,413,056.11	\$598,489.69	\$0.00	\$0.00	\$12,011,545.80	\$0.00	\$14,506,768.74
Sidewalks/Pathways/Trails									
Pathways	\$706,507.41	\$0.00	\$183,019.98	\$35,034.00	\$0.00	\$0.00	\$218,053.98	\$0.00	\$671,473.41
Sidewalks	\$3,923,878.75	\$0.00	\$1,257,252.40	\$115,318.39	\$0.00	\$0.00	\$1,372,570.80	\$0.00	\$3,808,558.35
Trails	\$910,250.71	\$0.00	\$440,927.67	\$61,623.71	\$0.00	\$0.00	\$502,551.38	\$0.00	\$848,627.00
Sidewalks/Pathways/Trails Total	\$5,540,634.87	\$0.00	\$1,881,200.06	\$211,976.10	\$0.00	\$0.00	\$2,093,176.16	\$0.00	\$5,328,658.76
Signs									
Information	\$345,465.94	\$0.00	\$31,646.86	\$18,862.93	\$0.00	\$0.00	\$50,509.79	\$0.00	\$326,603.01
Signs Total	\$345,465.94	\$0.00	\$31,646.86	\$18,862.93	\$0.00	\$0.00	\$50,509.79	\$0.00	\$326,603.01
Storm System									

TCA Adjustments - Additions/Betterments

CityWide Home > TA > Inventory > Asset 24434 - Right of Way - LAURIER PKWY

Save Additions

Summary: Addition Date: 2010-07-01

Addition

Addition Date:

Description:

Added Value:

Added Estimated Useful Life: Year(s) Month(s)

Added Quantity: Quantity

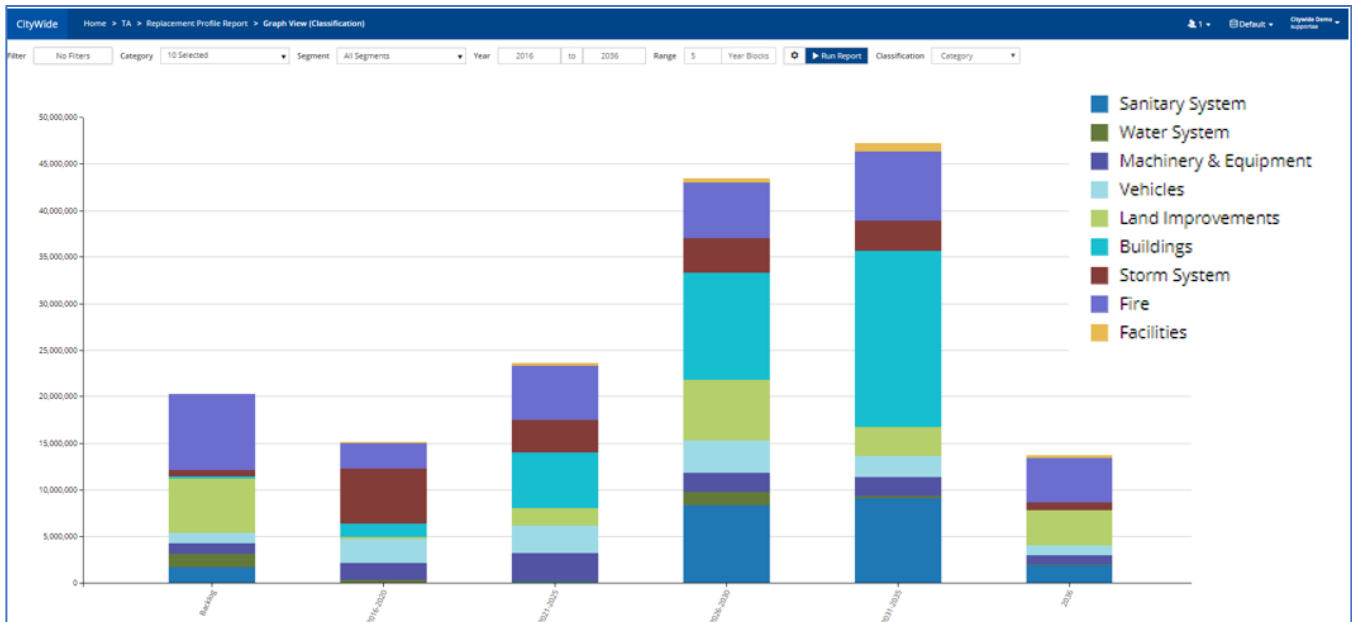
Contributed/Donated:

Government Transfer:

Asset Details: Added/Donated: No, Gov't Transfer: No, Added By: LaSalle

Replacement Profile Report

Shown is the replacement profile for the categories listed. This has been done in a 5-year block from the year 2016 to 2036. This data can also be displayed in pie chart, or data format.



Financial Reports

CityWide Home > TA > Financial Reports

Report Search... Run Report

Showing 71 records

	Opening Net Book Value	Opening Cost Balance	Additions and Betterme...	Disposals	Writedowns	Closing Cost Balance	Op
Protection services	\$12,042,842.19	\$13,217,602.28	\$0.00	\$0.00	\$0.00	\$13,217,602.28	
No Sub-Function	\$11,367.22	\$12,333.33	\$0.00	\$0.00	\$0.00	\$12,333.33	
Protection services							
0410 - Fire	\$4,613,635.12	\$13,671,405.45	\$1,678,708.75	\$0.00	\$0.00	\$15,350,114.20	
0450 - Emergency measures	\$0.00	\$47,426.28	\$0.00	\$0.00	\$0.00	\$47,426.28	
Protection services Total	\$4,613,635.12	\$13,718,831.73	\$1,678,708.75	\$0.00	\$0.00	\$15,397,540.48	
Transportation Services							
No Sub-Function	\$61,830,602.10	\$95,144,610.07	\$0.00	\$0.00	\$0.00	\$95,144,610.07	
Roads - Bridges and Culverts	\$4,430,288.80	\$10,976,936.43	\$0.00	\$0.00	\$0.00	\$10,976,936.43	
Roadways - Traffic Operations & Roadsi...	\$6,569,307.32	\$9,227,645.90	\$0.00	\$0.00	\$0.00	\$9,227,645.90	
Street Lighting	\$2,532,683.89	\$4,710,021.71	\$0.00	\$0.00	\$0.00	\$4,710,021.71	
Transportation Services Total	\$75,362,882.11	\$120,059,214.12	\$0.00	\$0.00	\$0.00	\$120,059,214.12	
Environmental Services							
No Sub-Function	\$62,530,034.47	\$93,851,924.56	\$0.00	\$0.00	\$0.00	\$93,851,924.56	
Water Distribution/Transmission	\$21,517,809.23	\$32,030,919.14	\$0.00	\$0.00	\$0.00	\$32,030,919.14	

HIGH LEVEL PROJECT BUDGET

Asset Management Plan

Consulting Activities	Price (\$)
O. Reg 588 Compliant Asset Management Plan (2021-2023)	\$ 34,500.00
Project Cost	\$ 34,500.00

CityWide Asset Manager

Module	Enterprise Software License	Implementation Estimate	Annual Maintenance and support
CityWide Asset Manager	\$ 7,990.00	\$ 10,000.00 ¹	\$ 2,500.00

Grant Services

Research Activities	Price (\$)
FCM – MAMCF – Grant Application <ul style="list-style-type: none"> Expected grant to provide up to 80% of qualifying asset management activities to a maximum of \$50,000.00 	No Charge
Project Cost	No Charge

¹ CityWide Asset Manager Implementation includes Project Management, loading of Asset Registry, Balancing of TCA data. Additional implementation services are available

THE CORPORATION OF THE TOWNSHIP OF BILLINGS

BY-LAW 2020-11

Being a by-law to set tax ratios for the 2020 taxation year

WHEREAS the Municipal Act S.O. 2001 Chapter 25 Section 308 provides the necessary authority; and,

WHEREAS it is deemed expedient to establish the following taxation ratios to confirm the relative share of municipal taxation to be borne by the various property classes;

NOW THEREFORE the Council of the Corporation of the Township of Billings ENACTS AS FOLLOWS:

That for the 2020 taxation year the following tax ratios shall apply:

<u>Property Classification</u>	<u>Tax Ratio</u>
Residential/Farm	1.000
Designated Farm	0.250
Managed Forests	0.250
Commercial	1.000
New Construction Commercial	1.000
Commercial Vacant	0.700
Industrial	1.000
New Construction Industrial	1.000
Industrial Vacant	0.650

That this By-Law shall come into force and take effect on the date of the passing thereof.

Read a first, second, third time and enacted this 16th day of March, 2020.

Ian Anderson, Mayor

Kathy McDonald, CAO/Clerk



The Corporation of the Township of Billings

Multi-Year Accessibility Plan 2020-2025

Background

The Township of Billings is formed from Billings Township and the Eastern half of adjacent Allan Township, and occupies the north central portion of Manitoulin Island. It contains part of Lake Kagawong, Lake Manitou, Otter Lake and Lake Mindemoya, and its northern boundary is Lake Huron. The extensive lake frontage explains the residence distribution, and the large portion of seasonal residences. The Kagawong River drains Lake Kagawong, flows over Bridal Veil Falls, and reaches Lake Huron in the Hamlet of Kagawong. The Harbour at Kagawong is directly south of the Benjamin Islands cruising grounds on the North Channel, and between the harbour towns of Little Current to the east, and Gore Bay to the west. The M'Chigeeng First Nation reserve is within the boundaries of Billings, with Mindemoya directly to the south.

The economy of Billings is driven more by tourism and service industries than by agriculture or logging as in the past. There are souvenir and collectibles shops, eateries, a kayak rental facility, small chocolate and furniture businesses, an engine and machine shop, a boating supply and repair facility, High School, two gas stations and several tourist resorts.

2020-2025 Priorities and Commitments

- Customer Service
- Communication
- Employment
- Transportation
- Public Spaces

Customer Service

The Accessible Customer Service Standard under the Integrated Accessibility Standard Regulation requires the municipality to provide accessible public services for people with disabilities and to ensure that policies and procedures are in place to support this requirement.

Outcomes

- An accessible environment that includes ensuring people with disabilities receive quality goods and services in a timely manner, supported by effective policies, procedures, tools and resources that promote accessibility in customer service.

Commitments

Policies and Practices

- Examine and address potential barriers at public spaces.

- Ensure that in the case of planned or unplanned service disruptions, notice is provided, via municipal website, social media and hand delivered notices, explaining the reason for the disruption, estimated duration, and any alternative facilities or services available.
- The municipality's website, social media, email and phone services will be available during all business hours. Payments can be made in a variety of methods including: online bill payments, mailed in cheques, credit card payment over the phone and credit/debit services in person at the municipal office. Digital services will be accessible and result in an improved customer experience.
- Comments and concerns related to accessibility are accepted by email, phone or in person via complaint/suggestion forms (which will be provided by municipal staff). All submitted forms will be reviewed by Staff and Council. Any decision or discussion will be relayed to the complainant/suggestor as per our Municipal Complaint Handling Policy.

Training

- Ensure that all employees continue to complete mandatory accessibility training and other foundational training in-class with the Health and Safety Officer at time of hire.
- Continue to promote training to support the municipality towards achieving excellence in accessible customer service.

Communication

The accessibility standard is to communicate and provide information in ways that are accessible to people with disabilities.

Outcomes

- Provide enhanced accessibility as it relates to communication supports, formats, and websites and web content.
- Municipal staff have the tools and resources to effectively develop information and communications in accessible formats.

By delivering information and communications in accessible formats to all municipal employees, clients and customers, we can guarantee an effective delivery of services.

As well, the municipality will regularly review compliance and accept suggestions and focus on ways to improve accessibility in information and communications.

Commitments

Standards and Resources

- Develop and update standards and guides for accessible digital, marketing and media content in the municipality.

- Develop, provide and promote resources, using a variety of communications and training formats, including in-person sessions, guides, tutorials and testing methodology and tools (e.g., PowerPoint, Excel, Word, use of PDFs, etc.).
- Develop and update yearly status reports of all progress made with the multi-year Accessibility Plan.

Web Platforms

- Continue to implement the <https://billingstwp.ca/> platform to ensure it is accessible.

Digital Services

- Ensure that digital services are designed with accessibility at its core, striving for all users to have equal access to information and functionality.

Forms

- Ensure all forms on the municipal website are accessible by 2020.
- Add additional forms as requested or as fit.

Notices

- Provide consistent notices on the municipal website, social media, mailed hard copies or via email as requested.

Employment

The Employment Standard under the Integrated Accessibility Standard Regulation sets out accessibility requirements that the municipality must follow to support the recruitment and accommodation of employees. This includes preparing individualized emergency response information for persons with disabilities and making employment practices and workplaces more accessible for new and existing employees with disabilities.

Outcomes

- Efforts will align with the province's employment strategy for people with disabilities as the government works to ensure that more people with disabilities are employed, engaged and advancing.
- Accommodation practices will be reviewed to ensure people with disabilities are able to participate fully and meaningfully as municipal employees.

Commitments

- Continue to regularly review our human resources policies to prevent or remove systemic employment barriers, ensure they are compliant with legislation and reflect best practices.

Recruitment

- The municipality will focus on expanding job descriptions and advertisements in a variety of formats and distribute them in a variety of forums (social media, municipal website, and newspaper advertisements).
- Availability of accommodations will be communicated in all job descriptions/notices of employment.
- Availability of accommodations will be communicated in all offers of employment.

Learning and Development

- Continue to build accessibility awareness through training to respond to the needs of employees with an illness, injury, and/or disability.
- Employees will have access to training that helps them understand how hidden biases impact workplace interactions and how to prevent biases from negatively impacting others, including people with disabilities.
- Promote principles and practices of respectful workplaces through training and resources that help:
 - Improve managers' ability to intervene in workplace conflict, including potential harassment and discrimination
 - Promote employee responsibilities for contributing to respect in the workplace
 - Support employees to address low intensity rude or disrespectful behaviours that erode productivity, engagement, teamwork, diversity and service.
- Ensure all materials, activities and learning methods for developed programs are in accessible formats, or will be made accessible upon request, to support the professional development and advancement of all employees.

Employee Support

- Embed a centralized disability support services model to provide better manager support and dedicated employee accommodation planning.
- Continue to collaborate with service delivery partners to secure employee feedback that will help improve services.

Transportation

The Transportation Standard under the Integrated Accessibility Standard Regulation sets out the requirements to prevent and remove barriers to public transportation so that everyone can more easily travel in Ontario.

Much of the responsibility for removing barriers to transportation in Ontario resides with municipalities and public agencies. However, over the next five years, the OPS will provide support to help make transportation and related services more accessible to the people of Ontario.

Commitments

Aus Hunt and Small Craft Marina

- Add new, accessible docks and ramps while completing the Marina renovations in 2020.

Transit

- Public transit provides an opportunity to break down isolation barriers for seniors who have no means of moving about through their community and can generate a sense of independence and fulfillment for the mobility-challenged and people with disabilities.
- Work with other municipalities to improve public transit on an island-wide approach.

Programs

- The United Manitoulin Islands Transit (UMIT) committee will have a small bus that will provide two round trips per weekday, five days a week, on a fixed route schedule around Manitoulin Island. The small community bus will be able to accommodate up to 15 people and up to two wheelchairs and would be used in a fixed-route scheduled service Manitoulin Island Wide (Note: this program is not facilitated or organized by the Township of Billings).

Public Spaces

The Design of Public Spaces Standard under the Integrated Accessibility Standard Regulation requires the municipality to ensure that newly-constructed or significantly renovated public spaces (e.g., beach access routes and accessible parking) are accessible.

The municipality also complies with the Ontario Building Code's requirements for accessibility in the built environment.

Outcomes

- Greater accessibility to facilities and public spaces. This includes incorporating accessibility retrofits where possible during renovations.

Standards

- When constructing or renovating municipal facilities, all features, such as doors, washrooms, parking, and furnishings, will be fully accessible.

Infrastructure Planning and Projects

- Included in developing our Asset Management Plan, there will be a description of the state of township-owned infrastructure assets, a description of anticipated infrastructure requirements and a strategy to meet these requirements.
- Continue to prioritize accessibility in every element of the infrastructure projects at municipal owned facilities and properties.
- Township staff, mayor and council will be engaged during infrastructure project planning, design and implementation stages.
- The renovations of the Municipal Office in the Old Mill Heritage Building will include accessibility in the completed builders design and specifications (2020).

Tourist Attractions

- Accessible Parking Spots and washroom facilities are available at the Main Beach and at the top of the Bridal Veil Falls Look-Out.

Municipal Office

- Accessible Parking, a wheelchair ramp and wide door frames are in place to help make the Municipal Office accessible. The renovations to the Municipal Office in 2020 will take accessibility standards into mind during the design.

Governance, Policies and Legislation

In addition to the Standards under the Integrated Accessibility Standard Regulation, the municipality is committed to going beyond to ensure that barriers to accessibility are identified and addressed.

Outcomes

- Clear roles and accountability at all levels of the organization.
- Employees are supported to identify barriers to accessibility and actively seek solutions to prevent and remove them.

Conclusion

As the Township of Billings continues to prevent, identify and remove accessibility barriers, it is important for us to monitor and report on the progress and results in meeting the commitments in the five-year accessibility plan.

The municipality is open to suggestions from the public regarding how to make any area more accessible.

All required compliance reports will be submitted to the Accessibility Directorate of Ontario on the specified dates.


Moving forward together, the municipality will become a more accessible employer, service provider and destination.

SERVICE LEVEL AGREEMENT

REPORTS AVAILABLE FOR DOWNLOAD

- **New Assessment Report – Year-End (*Sightline – SLA_NAR*)**
Consolidates each quarterly new assessment forecast against what was processed in 2019, to provide an overall snapshot of new assessment activity in your municipality.
- **Processing of Supplementary and Omitted Assessments (*Sightline – SLA_SO*)**
Measures whether we met our commitment to process at least 85% of total supplementary and omitted assessed changes within one year of occupancy.
MPAC missed this SL due to reasons beyond our control - A conservative restated figure would be 96% picked up within one year of occupancy. Of the four S/O transactions, three did not have permit/status and one had a municipal occ/final.
- **Updated 2020 New Assessment Forecast Report (*Sightline – SLANAF*)**
Update to the *preliminary new assessment forecast* report that was shared with you in October of 2019. As new information is now available, we've updated the forecast and re-run the analysis in order to provide you with the most up-to-date information.

OTHER MEASURES

- **ENQUIRIES**
All Enquiries sent to individuals or to central mailboxes that are more appropriately logged into Worksite will be returned to the sender for proper submission in Worksite. Resources are available under the help menu 

PERMITS

- Importance of Final/Occupancy Permits.
- Provision of Outstanding Active Permit File in December.
- Check Building Permits in SLA Dashboard to ensure your files are being sent/received.

VACANCY REBATE

- Will be sent from no-reply email.

MUNICIPAL CONNECT

- Increased security – Required to reset your password every 60 days.
- Email sent February 4, 2020 reminding Administrator to review Municipal Connect users/access.

2020 ASSESSMENT UPDATE

Property Type	Notice Mail Date	RfR Deadline
Residential	June 8, 2020	October 6, 2020
Business	October 13, 2020	February 10, 2020
Conservation, Farmland, Managed Forest	October 19, 2020	February 16, 2020
Amended & Any Previously Excluded	November 23, 2020	March 23, 2020

- Buck slips available (email January 24, 2020).
- Municipal Toolkits expected six weeks before Notice mailing date.
- Council Presentations to support Assessment Update.

Memorandum

To: Council

cc: CAO/Clerk, Deputy Clerk, Treasurer, Administrative Assistant

From: Todd Gordon, EDO

Date: 03.12.2020

RE: Recommendation to Council by EDC, to engage Kendra Edwards Design for Business Map Creation

Recommendation:

I recommend, on behalf of the Economic Development Committee (EDC), that Council engage Kendra Edwards Design to work with EDC and the EDO, in the creation of a Kagawong Business Map. Further, I recommend that Council direct the EDO, in communication with the Treasurer and CAO, to request a quote for said work from Kendra Edwards Design, as well as determine approximate printing cost for a reasonable number of maps for 2020.

Background:

This initiative follows from an existing brochure/business map, created by Kendra Edwards Design, which is now out-of-date and due for a refresh. Engaging Kendra for this work will take advantage of her history with the concept and benefit from the synergy inherent in her recent successful logo development design work with the rebranding committee.

As always, I am happy to discuss this item with council and answer related questions to the best of my ability.

Respectfully Submitted,
Todd Gordon, EDO



March 3, 2020

DSB Member Municipalities

SENT VIA EMAIL

Dear Member Municipalities:

The purpose of this letter is to bring to your attention that, at its regular monthly meeting of February 27, 2020, the Manitoulin-Sudbury District Services Board [Child Care Funding - Issue Report](#) and [Resolution #20-22](#).

A duly authorized copy of the Manitoulin-Sudbury DSB Resolution # 20-22 is attached as well as the issue report calling upon the Ministry of Education to address the funding inequities that have been created by the current funding model for Northern Ontario.

The use of LICO-AT disproportionately and inappropriately favours communities in Southern Ontario compared to communities in Northern Ontario.

The Board is asking that your municipality will pass a similar resolution.

Sincerely,

Les Gamble
Chair of Manitoulin-Sudbury DSB



RESOLUTION 20-22

DATE: February 27, 2020

MOVED BY: Bruce Killah

SECONDED BY: Ned Whynott

WHEREAS the Ministry of Education provides funding for Consolidated Municipal Service Managers and District Social Services Administration Boards (CMSMs/DSSABs) that is founded on a proportionate allocation of specific types of funding based on identified data elements; and

WHEREAS the Ministry of Education is currently undertaking a full review of the formula and funding model for the Child Care programs under the Service Management of the forty-seven (47) CMSMs/DSSABs; and

WHEREAS the Manitoulin-Sudbury DSB and the Municipalities that are part of the Manitoulin-Sudbury DSB recognize the importance of quality and affordable child care programs and the positive impacts that such programs have on community well-being and creating inclusive communities; and

WHEREAS the Manitoulin-Sudbury DSB vast geographic land area makes up approximately 45,000 square kilometers and encompasses some eleven (11) First Nation communities, eighteen (18) municipalities and unincorporated territories; and

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee reviewed the Child Care Funding Formula – Issue Report and is recommending approval to the Board.

THEREFORE BE IT RESOLVED THAT the Board accepts the Program Planning Committees recommendations and approves the [Child Care Funding Formula – Issue Report](#) and directs staff to action the recommendations contained within the report; and

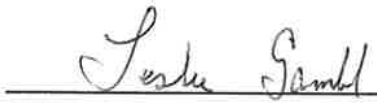
FURTHER BE IT RESOLVED THAT Manitoulin-Sudbury DSB and member Municipalities demand that the Minister of Education address the funding inequities that have been created by the current funding model for Northern Ontario; and

FURTHER BE IT RESOVED THAT the Ministry of Education adopt the use of the [Low-Income Measure After Tax \(LIM-AT\)](#) instead of the current [Low-Income Cut-Off After Tax \(LICO-AT\)](#) in order to better and more accurately reflect level of poverty faced by families in Northern Ontario; and

FURTHER BE IT RESOVED THAT this resolution be forwarded to all 18 member municipalities and that they are asked to pass similar resolutions supporting this resolution which would be shared with the Honorable Doug Ford, Premier of Ontario and the Honourable Stephen Lecce, Minister of Education; and

FURTHER BE IT RESOVED THAT this resolution be shared with FONOM, NOMA, AMO and OMSSA.

Carried



CHAIR

MEMBER	YEAS	NAYS	MEMBER	YEAS	NAYS
BEER, JILL			LEVESQUE, MICHAEL		
GAMBLE, LESLIE			SCHOPPMANN, PAUL		
GORHAM, VERN			ROOK, JIM		
HAM, DAVID			SANTI, DAVID		
HAYDEN, ARTHUR			STEPHENS, RICHARD		
KILLAH, BRUCE			VAN ALSTINE, MAUREEN		
LEONARD, DAVID			WHYNOTT, NED		



March 3, 2020

DSB Member Municipalities

SENT VIA EMAIL

Dear Member Municipalities:

The purpose of this letter is to bring to your attention that, at its regular monthly meeting of February 27, 2020, the Manitoulin-Sudbury District Services Board adopted the [Canada-Ontario Housing Benefit - Issue Report](#) and [Resolution #20-17](#).

A duly authorized copy of the Manitoulin-Sudbury DSB Resolution # 20-17 is attached as well as the Issue Report calling upon the Federal and Provincial governments to reconsider the [Canada-Ontario Housing Benefit Guidelines](#) and create flexibility as one size does not work well for Northern Ontario, particularly for small rural and remote communities whose existing resources are stretched to the maximum.

The Manitoulin-Sudbury DSB is extremely concerned that the Canada-Ontario Housing Benefit does not consider the actual rent paid or utilities costs in the calculation. This is of particular concern in Northern Ontario where natural gas is not available in many communities and Hydro One rates are exorbitant.

The Board is asking that your municipality will pass a similar resolution.

Sincerely,

Les Gamble
Chair of Manitoulin-Sudbury DSB



RESOLUTION 20-17

DATE: February 27, 2020

MOVED BY: Bruce Killah

SECONDED BY: Ned Whynott

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee has reviewed the Canada-Ontario Housing Benefit – Issue Report and is recommending approval to the Board and;

WHEREAS the Manitoulin-Sudbury DSB is extremely concerned that the Canada-Ontario Housing Benefit does not consider the actual rent paid or utilities costs in the calculation; and

WHEREAS this is of particular concern in Northern Ontario where natural gas is not available in many communities and Hydro One rates are exorbitant and creating a Provincial Portable Housing Benefit that **does not** include the actual costs of heat and utilities paid by the tenant is a real concern for Northerners.

THEREFORE BE IT RESOLVED THAT the Board accepts the Program Planning Committees recommendation and approves the [Canada-Ontario Housing Benefit – Issue Report](#) and directs staff to action the recommendations contained within the report and;

FURTHER THAT the Manitoulin-Sudbury DSB encourage the Federal and Provincial governments to reconsider the Canada-Ontario Housing Benefit guidelines and create flexibility as one size fits all does not work well for Northern Ontario, particularly for small rural and remote communities whose existing resources are stretched to the maximum; and

FURTHER THAT both levels of government ensure the that the actual cost of rent, heat and utilities paid by tenants is included in the calculation of the Housing Benefit; and

FURTHER THAT this resolution and Issue Report be forwarded to the Hon. Jean-Yves Duclos, Federal Minister of Families, Children and Social Development and Minister Steve Clark Provincial Minister responsible for Housing in Ontario; and

FURTHER THAT the Manitoulin-Sudbury DSB share this motion and supporting materials with DSB member municipalities, AMO, FONOM, NOMA, OMSSA, HSC, ONPHA, MP Carol Hughes, MP Mark Serre, MP Paul Lefebvre, MPP John Vanthof and MPP Mike Mantha.

Carried



 CHAIR

MEMBER	YEAS	NAYS	MEMBER	YEAS	NAYS
BEER, JILL			LEVESQUE, MICHAEL		
GAMBLE, LESLIE			SCHOPPMANN, PAUL		
GORHAM, VERN			ROOK, JIM		
HAM, DAVID			SANTI, DAVID		
HAYDEN, ARTHUR			STEPHENS, RICHARD		
KILLAH, BRUCE			VAN ALSTINE, MAUREEN		
LEONARD, DAVID			WHYNOTT, NED		



March 3, 2020

DSB Member Municipalities

SENT VIA EMAIL

Dear Member Municipalities:

The purpose of this letter is to bring to your attention that, at its regular monthly meeting of February 27, 2020, the Manitoulin-Sudbury District Services Board adopted [Resolution #20-19](#) in support of [Resolution CC2019-371](#) passed by the City of Greater Sudbury. A duly authorized copy of the Manitoulin-Sudbury DSB Resolution #20-19 is attached.

The Manitoulin-Sudbury District Services Board is supportive of engagement with the Ontario Government intended to result in an Integrated Emergency Dispatch Service model for the City of Greater Sudbury that would also include a larger geographic area in Northern Ontario. Such a model would benefit Land Ambulance Services beyond the City of Greater Sudbury through seamless dispatching of emergency services, including Manitoulin-Sudbury DSB Paramedic Services.

As the Chief of Fire and Paramedic Services working with the Chief Administrative Officer and Chief of Police, and Manitoulin-Sudbury DSB Paramedic Services engage the Ontario Ministry of Health in discussions to transfer operational governance for EMS dispatch to Greater Sudbury contingent on 100% provincial funding, and that funding be provided to support the development of a Business Plan for Integrated Emergency Communications Services Framework for submission to the Ontario Government.

The Board is asking that your municipality will pass a similar resolution.

Sincerely,

Les Gamble
Chair of Manitoulin-Sudbury DSB



RESOLUTION 20-19

DATE: February 27, 2020

MOVED BY: Bruce Killah

SECONDED BY: Paul Schoppmann

WHEREAS Greater Sudbury was selected by the Ministry of Health as a pilot municipality for assumption of operational control of the Central Ambulance Communications Centre as one of three pilot sites following the 2001 download of Land Ambulance Services; and

WHEREAS in [2014 a feasibility study](#) was completed by the City of Greater Sudbury, and concluded that a fully integrated Emergency Communications Services system that included EMS Communications, the existing 9-1-1 system, and both Police and Fire communications centre for Greater Sudbury was desirable; and

WHEREAS Greater Sudbury City Council [endorsed](#) the proposed solution; and

WHEREAS such a model could benefit Land Ambulance Services beyond the City of Greater Sudbury through seamless dispatching of emergency services, including Manitoulin-Sudbury DSB Paramedic Services; and

WHEREAS during the Provincial 2019-2020 budget, the Province indicated they would be modernizing the Provincial Land Ambulance Dispatch System; and

WHEREAS the Manitoulin-Sudbury DSB Paramedic Services are currently dispatched by three (3) separate Ambulance Communication Centres located in Sault Ste. Marie, Timmins and Sudbury; and

WHEREAS the Program Planning Committee has reviewed the proposed consolidation of Land Ambulance dispatch with the City's dispatch for 911, Police and Fire and recommends endorsement from the Board.

THEREFORE BE IT RESOLVED THAT Manitoulin-Sudbury DSB accept the Program Planning recommendation and endorses the proposed consolidation of Land Ambulance dispatch with the City's dispatch for 9-1-1, Police and Fire to achieve a fully integrated Emergency Communications Services system; and

FURTHER BE IT RESOVED THAT staff engage the Ontario Ministry of Health in discussions to transfer operational governance for Paramedic dispatch to Greater Sudbury (contingent on 100% provincial funding); and

FURTHER BE IT RESOLVED THAT the Ministry of Health consolidate the Manitoulin-Sudbury DSB Paramedic Services dispatch from the current three (3) Ambulance Communications Centres to (1) one Ambulance Communication Centre; and

FURTHER BE IT RESOVED THAT that the Manitoulin-Sudbury DSB Board write to the Honourable Christine Elliot, Deputy Premier and Minister of Health, indicating that Manitoulin-Sudbury DSB is supportive of an Integrated Emergency Dispatch Service model; and

FURTHER BE IT RESOVED THAT that a copy of the letter be sent to Alison Blair, Assistant Deputy Minister, Emergency Health Services Division, Jim Pine, Advisor to the Minister of Health, to all 18 member municipalities, to the Northern Ontario Service Delivery Agencies (NOSDA) and to the Association of Municipalities of Ontario (AMO), and to the MPP's for the ridings of Sudbury, Nickel Belt, Timiskaming-Cochrane and Algoma Manitoulin.

Carried



 CHAIR

MEMBER	YEAS	NAYS	MEMBER	YEAS	NAYS
BEER, JILL			LEVESQUE, MICHAEL		
GAMBLE, LESLIE			SCHOPPMANN, PAUL		
GORHAM, VERN			ROOK, JIM		
HAM, DAVID			SANTI, DAVID		
HAYDEN, ARTHUR			STEPHENS, RICHARD		
KILLAH, BRUCE			VAN ALSTINE, MAUREEN		
LEONARD, DAVID			WHYNOTT, NED		

March 3, 2020

Re: New Business- Motion of Support for a peaceful conclusion to the ongoing rail disruptions and encouragement for ongoing discussions for a solution to the Costal GasLink Project.

At its meeting of March 2, 2020, the Council of the Corporation of the Township of Tyendinaga ratified a motion, regarding the support for a peaceful conclusion to the ongoing rail disruptions and encouragement to find a path a peaceful solution regarding the Costal GasLink Project.

“WHEREAS the dispute regarding the Coastal Gas Link Project in British Columbia is continuing;

AND WHEREAS the dispute has directly affected both the Township of Tyendinaga and the Mohawks of the Bay of Quinte;

AND WHEREAS a resolution of the situation lies in discussion and negotiations with the appropriate parties;

NOWTHEREFORE the Corporation of the Township of Tyendinaga calls on those parties to work together to find a successful and peaceful resolution of the pipeline matter as quickly as possible;

AND FINALLY that the Township urges all municipalities and municipal organizations across the Country to support the parties involved in their search for a resolution of this critically important matter.”

Best Regards,



Brad Roach

CAO (Chief Administrative Officer)

Clerk-Treasurer

The Corporation of the Township of Tyendinaga

859 Melrose Road, Shannonville, ON, K0K 3A0

(613) 396-1944 | clerk@tyendinagatownship.com

www.tyendinagatownship.com

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



February 28, 2020

Dear Head of Council:

RE: Provincial Policy Statement, 2020

Earlier today, the government of Ontario released the Provincial Policy Statement (PPS), 2020. The PPS is an important part of Ontario's land use planning system, setting out the provincial land use policy direction that guides municipal decision-making.

Municipalities play a key role in implementing provincial land use policies through local official plans, zoning by-laws and other planning decisions. The Planning Act requires that decisions on land use planning matters be "consistent with" PPS policies.

The PPS, 2020 supports implementation of **More Homes, More Choice**: Ontario's Housing Supply Action Plan and includes key changes to:

- Encourage an increase in the mix and supply of housing
- Protect the environment and public safety
- Reduce barriers and costs for development and provide greater certainty
- Support rural, northern and Indigenous communities
- Support the economy and job creation

The PPS, 2020 works together with other recent changes to the land use planning system – including changes to the Planning Act through Bill 108, More Homes, More Choice Act, 2019 and **A Place to Grow**: Growth Plan for the Greater Golden Horseshoe. Collectively, these changes support key government priorities of increasing housing supply, supporting job creation and reducing red tape – while continuing to protect Ontarians' health and safety and the environment, including the Greenbelt.

The PPS, 2020 policies will take effect on May 1, 2020. It will replace the Provincial Policy Statement, 2014. In accordance with section 3 of the Planning Act, all decisions affecting land use planning matters made after this date shall be consistent with the PPS, 2020. My ministry will be in touch to provide education and training for municipal staff to support implementation of the new policies.

For more information about the PPS, 2020, please visit ontario.ca/PPS where you will find:

- A digital version of the PPS, 2020
- A link to the decision notice on the Environment Registry of Ontario (ERO #019-0279)

If you have any questions about the Provincial Policy Statement, 2020, please contact the ministry at provincialplanning@ontario.ca or by calling 1-877-711-8208.

Sincerely,



Steve Clark
Minister

c: Planning Head, Planning Board Secretary-Treasurer, and/or Clerks

Provincial Policy Statement, 2020

Under the *Planning Act*

PROVINCIAL POLICY STATEMENT, 2020

Approved by the Lieutenant Governor in Council, Order in Council No. 229/2020

This Provincial Policy Statement was issued under section 3 of the *Planning Act* and came into effect May 1, 2020. It replaces the Provincial Policy Statement issued April 30, 2014.

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Part I: Preamble

The Provincial Policy Statement provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the Provincial Policy Statement sets the policy foundation for regulating the development and use of land. It also supports the provincial goal to enhance the quality of life for all Ontarians.

The Provincial Policy Statement provides for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural and built environment. The Provincial Policy Statement supports improved land use planning and management, which contributes to a more effective and efficient land use planning system.

The policies of the Provincial Policy Statement may be complemented by provincial plans or by locally-generated policies regarding matters of municipal interest. Provincial plans and municipal official plans provide a framework for comprehensive, integrated, place-based and long-term planning that supports and integrates the principles of strong communities, a clean and healthy environment and economic growth, for the long term.

Municipal official plans are the most important vehicle for implementation of this Provincial Policy Statement and for achieving comprehensive, integrated and long-term planning. Official plans shall identify provincial interests and set out appropriate land use designations and policies.

Official plans should also coordinate cross-boundary matters to complement the actions of other planning authorities and promote mutually beneficial solutions. Official plans shall provide clear, reasonable and attainable policies to protect provincial interests and direct development to suitable areas. In order to protect provincial interests, planning authorities shall keep their official plans up-to-date with this Provincial Policy Statement.

Zoning and development permit by-laws are also important for implementation of this Provincial Policy Statement. Planning authorities shall keep their zoning and development permit by-laws up-to-date with their official plans and this Provincial Policy Statement.

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

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

Part II: Legislative Authority

The Provincial Policy Statement is issued under the authority of section 3 of the *Planning Act* and came into effect on May 1, 2020.

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

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

Part III: How to Read the Provincial Policy Statement

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

Read the Entire Provincial Policy Statement

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

While specific policies sometimes refer to other policies for ease of use, these cross-references do not take away from the need to read the Provincial Policy Statement as a whole.

There is no implied priority in the order in which the policies appear.

Consider Specific Policy Language

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

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

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

Geographic Scale of Policies

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

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

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

Policies Represent Minimum Standards

The policies of the Provincial Policy Statement represent minimum standards.

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

Defined Terms and Meanings

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

Guidance Material

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

Relationship with Provincial Plans

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

Provincial plans, such as the Greenbelt Plan, A Place to Grow: Growth Plan for the Greater Golden Horseshoe and the Growth Plan for Northern Ontario, build upon the policy foundation provided by the Provincial Policy Statement. They provide additional land use planning policies to address issues facing specific geographic areas in Ontario.

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

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

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

Part IV: Vision for Ontario's Land Use Planning System

The long-term prosperity and social well-being of Ontario depends upon planning for strong, sustainable and resilient communities for people of all ages, a clean and healthy environment, and a strong and competitive economy.

Ontario is a vast province with diverse urban, rural and northern communities which may face different challenges related to diversity in population, economic activity, pace of growth and physical and natural conditions. Some areas face challenges related to maintaining population and diversifying their economy, while other areas face challenges related to accommodating and managing the development and population growth which is occurring, while protecting important resources and the quality of the natural environment.

The Province's rich cultural diversity is one of its distinctive and defining features. Indigenous communities have a unique relationship with the land and its resources, which continues to shape the history and economy of the Province today. Ontario recognizes the unique role Indigenous communities have in land use planning and development, and the contribution of Indigenous communities' perspectives and traditional knowledge to land use planning decisions. The Province recognizes the importance of consulting with Aboriginal communities on planning matters that may affect their section 35 Aboriginal or treaty rights. Planning authorities are encouraged to build constructive, cooperative relationships through meaningful engagement with Indigenous communities to facilitate knowledge-sharing in land use planning processes and inform decision-making.

The Provincial Policy Statement focuses growth and development within urban and rural settlement areas while supporting the viability of rural areas. It recognizes that the wise management of land use change may involve directing, promoting or sustaining development. Land use must be carefully managed to accommodate appropriate development to meet the full range of current and future needs, while achieving efficient development patterns and avoiding significant or sensitive resources and areas which may pose a risk to public health and safety. Planning authorities are encouraged to permit and facilitate a range of housing options, including new development as well as residential intensification, to respond to current and future needs.

Efficient development patterns optimize the use of land, resources and public investment in infrastructure and public service facilities. These land use patterns promote a mix of housing, including affordable housing, employment, recreation, parks and open spaces, and transportation choices that increase the use of active transportation and transit before other modes of travel. They support the financial well-being of the Province and municipalities over the long term, and minimize the undesirable effects of development, including impacts on air, water and other resources. They also permit better adaptation and response to the impacts of a changing climate, which will vary from region to region.

Strong, liveable and healthy communities promote and enhance human health and social well-being, are economically and environmentally sound, and are resilient to climate change.

The Province's natural heritage resources, water resources, including the Great Lakes, agricultural resources, mineral resources, and cultural heritage and archaeological resources provide important environmental, economic and social benefits. The wise use and management of these resources over the long term is a key provincial interest. The Province must ensure that its resources are managed in a sustainable way to conserve biodiversity, protect essential ecological processes and public health and safety, provide for the production of food and fibre, minimize environmental and social impacts, provide for recreational opportunities (e.g. fishing, hunting and hiking) and meet its long-term needs.

It is equally important to protect the overall health and safety of the population, including preparing for the impacts of a changing climate. The Provincial Policy Statement directs development away from areas of natural and human-made hazards. This preventative approach supports provincial and municipal financial well-being over the long term, protects public health and safety, and minimizes cost, risk and social disruption.

Taking action to conserve land and resources avoids the need for costly remedial measures to correct problems and supports economic and environmental principles.

Strong communities, a clean and healthy environment and a strong economy are inextricably linked. Long-term prosperity, human and environmental health and social well-being should take precedence over short-term considerations.

The fundamental principles set out in the Provincial Policy Statement apply throughout Ontario. To support our collective well-being, now and in the future, all land use must be well managed.

Part V: Policies

1.0 Building Strong Healthy Communities

Ontario is a vast province with urban, rural, and northern communities with diversity in population, economic activities, pace of growth, service levels and physical and natural conditions. Ontario's long-term prosperity, environmental health and social well-being depend on wisely managing change and promoting efficient land use and development patterns. Efficient land use and development patterns support sustainability by promoting strong, liveable, healthy and resilient communities, protecting the environment and public health and safety, and facilitating economic growth.

Accordingly:

1.1 Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns

1.1.1 Healthy, liveable and safe communities are sustained by:

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

1.1.2 Sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 25 years, informed by provincial guidelines. However, where an alternate time period has been established for specific areas of the Province as a result of a provincial planning exercise or a *provincial plan*, that time frame may be used for municipalities within the area.

Within *settlement areas*, sufficient land shall be made available through *intensification* and *redevelopment* and, if necessary, *designated growth areas*.

Nothing in policy 1.1.2 limits the planning for *infrastructure*, *public service facilities* and *employment areas* beyond a 25-year time horizon.

1.1.3 Settlement Areas

Settlement areas are urban areas and rural settlement areas, and include cities, towns, villages and hamlets. Ontario's settlement areas vary significantly in terms of size, density, population, economic activity, diversity and intensity of land uses, service levels, and types of infrastructure available.

The vitality and regeneration of settlement areas is critical to the long-term economic prosperity of our communities. Development pressures and land use change will vary across Ontario. It is in the interest of all communities to use land and resources wisely, to promote efficient development patterns, protect resources, promote green spaces, ensure effective use of infrastructure and public service facilities and minimize unnecessary public expenditures.

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

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

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

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

- 1.1.3.3 Planning authorities shall identify appropriate locations and promote opportunities for *transit-supportive* development, accommodating a significant supply and range of *housing options* through *intensification* and *redevelopment* where this can be accommodated taking into account existing building stock or areas, including *brownfield sites*, and the availability of suitable existing or planned *infrastructure* and *public service facilities* required to accommodate projected needs.
- 1.1.3.4 Appropriate development standards should be promoted which facilitate *intensification*, *redevelopment* and compact form, while avoiding or mitigating risks to public health and safety.
- 1.1.3.5 Planning authorities shall establish and implement minimum targets for *intensification* and *redevelopment* within built-up areas, based on local conditions. However, where provincial targets are established through *provincial plans*, the provincial target shall represent the minimum target for affected areas.
- 1.1.3.6 New development taking place in *designated growth areas* should occur adjacent to the existing built-up area and should have a compact form, mix of uses and densities that allow for the efficient use of land, *infrastructure* and *public service facilities*.
- 1.1.3.7 Planning authorities should establish and implement phasing policies to ensure:
- a) that specified targets for *intensification* and *redevelopment* are achieved prior to, or concurrent with, new development within *designated growth areas*; and
 - b) the orderly progression of development within *designated growth areas* and the timely provision of the *infrastructure* and *public service facilities* required to meet current and projected needs.
- 1.1.3.8 A planning authority may identify a *settlement area* or allow the expansion of a *settlement area* boundary only at the time of a *comprehensive review* and only where it has been demonstrated that:
- a) sufficient opportunities to accommodate growth and to satisfy market demand are not available through *intensification*, *redevelopment* and *designated growth areas* to accommodate the projected needs over the identified planning horizon;
 - b) the *infrastructure* and *public service facilities* which are planned or available are suitable for the development over the long term, are financially viable over their life cycle, and protect public health and safety and the natural environment;
 - c) in *prime agricultural areas*:
 - 1. the lands do not comprise *specialty crop areas*;
 - 2. alternative locations have been evaluated, and

- i. there are no reasonable alternatives which avoid *prime agricultural areas*; and
 - ii. there are no reasonable alternatives on lower priority agricultural lands in *prime agricultural areas*;
- d) the new or expanding *settlement area* is in compliance with the *minimum distance separation formulae*; and
- e) impacts from new or expanding *settlement areas* on agricultural operations which are adjacent or close to the *settlement area* are mitigated to the extent feasible.

In undertaking a *comprehensive review*, the level of detail of the assessment should correspond with the complexity and scale of the settlement boundary expansion or development proposal.

1.1.3.9 Notwithstanding policy 1.1.3.8, municipalities may permit adjustments of *settlement area* boundaries outside a *comprehensive review* provided:

- a) there would be no net increase in land within the *settlement areas*;
- b) the adjustment would support the municipality's ability to meet *intensification* and *redevelopment* targets established by the municipality;
- c) *prime agricultural areas* are addressed in accordance with 1.1.3.8 (c), (d) and (e); and
- d) the *settlement area* to which lands would be added is appropriately serviced and there is sufficient reserve *infrastructure* capacity to service the lands.

1.1.4 Rural Areas in Municipalities

Rural areas are important to the economic success of the Province and our quality of life. Rural areas are a system of lands that may include rural settlement areas, rural lands, prime agricultural areas, natural heritage features and areas, and other resource areas. Rural areas and urban areas are interdependent in terms of markets, resources and amenities. It is important to leverage rural assets and amenities and protect the environment as a foundation for a sustainable economy.

Ontario's rural areas have diverse population levels, natural resources, geographies and physical characteristics, and economies. Across rural Ontario, local circumstances vary by region. For example, northern Ontario's natural environment and vast geography offer different opportunities than the predominately agricultural areas of southern regions of the Province.

1.1.4.1 Healthy, integrated and viable *rural areas* should be supported by:

- a) building upon rural character, and leveraging rural amenities and assets;
- b) promoting regeneration, including the redevelopment of *brownfield sites*;
- c) accommodating an appropriate range and mix of housing in rural *settlement areas*;
- d) encouraging the conservation and *redevelopment* of existing rural housing stock on *rural lands*;
- e) using rural *infrastructure* and *public service facilities* efficiently;

- f) promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources;
 - g) providing opportunities for sustainable and diversified tourism, including leveraging historical, cultural, and natural assets;
 - h) conserving biodiversity and considering the ecological benefits provided by nature; and
 - i) providing opportunities for economic activities in *prime agricultural areas*, in accordance with policy 2.3.
- 1.1.4.2 In *rural areas*, *rural settlement areas* shall be the focus of growth and development and their vitality and regeneration shall be promoted.
- 1.1.4.3 When directing development in *rural settlement areas* in accordance with policy 1.1.3, planning authorities shall give consideration to rural characteristics, the scale of development and the provision of appropriate service levels.
- 1.1.4.4 Growth and development may be directed to *rural lands* in accordance with policy 1.1.5, including where a municipality does not have a *settlement area*.

1.1.5 Rural Lands in Municipalities

- 1.1.5.1 When directing development on *rural lands*, a planning authority shall apply the relevant policies of Section 1: Building Strong Healthy Communities, as well as the policies of Section 2: Wise Use and Management of Resources and Section 3: Protecting Public Health and Safety.
- 1.1.5.2 On *rural lands* located in municipalities, permitted uses are:
- a) the management or use of resources;
 - b) resource-based recreational uses (including recreational dwellings);
 - c) residential development, including lot creation, that is locally appropriate;
 - d) *agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices*, in accordance with provincial standards;
 - e) home occupations and home industries;
 - f) cemeteries; and
 - g) other rural land uses.
- 1.1.5.3 Recreational, tourism and other economic opportunities should be promoted.
- 1.1.5.4 Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.
- 1.1.5.5 Development shall be appropriate to the *infrastructure* which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this *infrastructure*.

- 1.1.5.6 Opportunities should be retained to locate new or expanding land uses that require separation from other uses.
- 1.1.5.7 Opportunities to support a diversified rural economy should be promoted by protecting agricultural and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses.
- 1.1.5.8 New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the *minimum distance separation formulae*.

1.1.6 Territory Without Municipal Organization

- 1.1.6.1 On *rural lands* located in territory without municipal organization, the focus of development activity shall be related to the sustainable management or use of resources and resource-based recreational uses (including recreational dwellings).
- 1.1.6.2 Development shall be appropriate to the *infrastructure* which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this *infrastructure*.
- 1.1.6.3 The establishment of new permanent townships shall not be permitted.
- 1.1.6.4 In areas adjacent to and surrounding municipalities, only development that is related to the sustainable management or use of resources and resource-based recreational uses (including recreational dwellings) shall be permitted. Other uses may only be permitted if:
 - a) the area forms part of a planning area;
 - b) the necessary *infrastructure* and *public service facilities* are planned or available to support the development and are financially viable over their life cycle; and
 - c) it has been determined, as part of a *comprehensive review*, that the impacts of development will not place an undue strain on the *public service facilities* and *infrastructure* provided by adjacent municipalities, regions and/or the Province.

1.2 Coordination

- 1.2.1 A coordinated, integrated and comprehensive approach should be used when dealing with planning matters within municipalities, across lower, single and/or upper-tier municipal boundaries, and with other orders of government, agencies and boards including:
 - a) managing and/or promoting growth and development that is integrated with *infrastructure* planning;
 - b) economic development strategies;

- c) managing natural heritage, water, agricultural, mineral, and cultural heritage and archaeological resources;
 - d) *infrastructure, multimodal transportation systems, public service facilities and waste management systems*;
 - e) ecosystem, shoreline, watershed, and Great Lakes related issues;
 - f) natural and human-made hazards;
 - g) population, housing and employment projections, based on *regional market areas*; and
 - h) addressing housing needs in accordance with provincial policy statements such as the Policy Statement: Service Manager Housing and Homelessness Plans.
- 1.2.2 Planning authorities shall engage with Indigenous communities and coordinate on land use planning matters.
- 1.2.3 Planning authorities should coordinate emergency management and other economic, environmental and social planning considerations to support efficient and resilient communities.
- 1.2.4 Where planning is conducted by an upper-tier municipality, the upper-tier municipality in consultation with lower-tier municipalities shall:
- a) identify and allocate population, housing and employment projections for lower-tier municipalities. Allocations and projections by upper-tier municipalities shall be based on and reflect *provincial plans* where these exist and informed by provincial guidelines;
 - b) identify areas where growth or development will be directed, including the identification of nodes and the corridors linking these nodes;
 - c) identify targets for *intensification* and *redevelopment* within all or any of the lower-tier municipalities, including minimum targets that should be met before expansion of the boundaries of *settlement areas* is permitted in accordance with policy 1.1.3.8;
 - d) where major transit corridors exist or are to be developed, identify density targets for areas adjacent or in proximity to these corridors and stations, including minimum targets that should be met before expansion of the boundaries of *settlement areas* is permitted in accordance with policy 1.1.3.8; and
 - e) provide policy direction for the lower-tier municipalities on matters that cross municipal boundaries.
- 1.2.5 Where there is no upper-tier municipality, planning authorities shall ensure that policy 1.2.4 is addressed as part of the planning process, and should coordinate these matters with adjacent planning authorities.

1.2.6 Land Use Compatibility

- 1.2.6.1 *Major facilities and sensitive land uses* shall be planned and developed to avoid, or if avoidance is not possible, minimize and mitigate any potential *adverse effects* from odour, noise and other contaminants, minimize risk to public health and safety, and to ensure the long-term operational and economic viability of *major facilities* in accordance with provincial guidelines, standards and procedures.
- 1.2.6.2 Where avoidance is not possible in accordance with policy 1.2.6.1, planning authorities shall protect the long-term viability of existing or planned industrial, manufacturing or other uses that are vulnerable to encroachment by ensuring that the planning and *development* of proposed adjacent *sensitive land uses* are only permitted if the following are demonstrated in accordance with provincial guidelines, standards and procedures:
- a) there is an identified need for the proposed use;
 - b) alternative locations for the proposed use have been evaluated and there are no reasonable alternative locations;
 - c) *adverse effects* to the proposed *sensitive land use* are minimized and mitigated; and
 - d) potential impacts to industrial, manufacturing or other uses are minimized and mitigated.

1.3 Employment

- 1.3.1 Planning authorities shall promote economic development and competitiveness by:
- a) providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs;
 - b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;
 - c) facilitating the conditions for economic investment by identifying strategic sites for investment, monitoring the availability and suitability of employment sites, including market-ready sites, and seeking to address potential barriers to investment;
 - d) encouraging compact, mixed-use development that incorporates compatible employment uses to support liveable and resilient communities, with consideration of housing policy 1.4; and
 - e) ensuring the necessary *infrastructure* is provided to support current and projected needs.

1.3.2 Employment Areas

1.3.2.1 Planning authorities shall plan for, protect and preserve *employment areas* for current and future uses and ensure that the necessary *infrastructure* is provided to support current and projected needs.

1.3.2.2 At the time of the official plan review or update, planning authorities should assess *employment areas* identified in local official plans to ensure that this designation is appropriate to the planned function of the *employment area*.

Employment areas planned for industrial and manufacturing uses shall provide for separation or mitigation from *sensitive land uses* to maintain the long-term operational and economic viability of the planned uses and function of these areas.

1.3.2.3 Within *employment areas* planned for industrial or manufacturing uses, planning authorities shall prohibit residential uses and prohibit or limit other *sensitive land uses* that are not ancillary to the primary employment uses in order to maintain land use compatibility.

Employment areas planned for industrial or manufacturing uses should include an appropriate transition to adjacent non-*employment areas*.

1.3.2.4 Planning authorities may permit conversion of lands within *employment areas* to non-employment uses through a *comprehensive review*, only where it has been demonstrated that the land is not required for employment purposes over the long term and that there is a need for the conversion.

1.3.2.5 Notwithstanding policy 1.3.2.4, and until the official plan review or update in policy 1.3.2.4 is undertaken and completed, lands within existing *employment areas* may be converted to a designation that permits non-employment uses provided the area has not been identified as provincially significant through a provincial plan exercise or as regionally significant by a regional economic development corporation working together with affected upper and single-tier municipalities and subject to the following:

- a) there is an identified need for the conversion and the land is not required for employment purposes over the long term;
- b) the proposed uses would not adversely affect the overall viability of the *employment area*; and
- c) existing or planned *infrastructure* and *public service facilities* are available to accommodate the proposed uses.

1.3.2.6 Planning authorities shall protect *employment areas* in proximity to *major goods movement facilities and corridors* for employment uses that require those locations.

1.3.2.7 Planning authorities may plan beyond 25 years for the long-term protection of employment areas provided lands are not designated beyond the planning horizon identified in policy 1.1.2.

1.4 Housing

1.4.1 To provide for an appropriate range and mix of *housing options* and densities required to meet projected requirements of current and future residents of the *regional market area*, planning authorities shall:

- a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through *residential intensification* and *redevelopment* and, if necessary, lands which are *designated and available* for residential development; and
- b) maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned to facilitate *residential intensification* and *redevelopment*, and land in draft approved and registered plans.

Upper-tier and single-tier municipalities may choose to maintain land with servicing capacity sufficient to provide at least a five-year supply of residential units available through lands suitably zoned to facilitate *residential intensification* and *redevelopment*, and land in draft approved and registered plans.

1.4.2 Where planning is conducted by an upper-tier municipality:

- a) the land and unit supply maintained by the lower-tier municipality identified in policy 1.4.1 shall be based on and reflect the allocation of population and units by the upper-tier municipality; and
- b) the allocation of population and units by the upper-tier municipality shall be based on and reflect *provincial plans* where these exist.

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

- a) establishing and implementing minimum targets for the provision of housing which is *affordable to low and moderate income households* and which aligns with applicable housing and homelessness plans. However, where planning is conducted by an upper-tier municipality, the upper-tier municipality in consultation with the lower-tier municipalities may identify a higher target(s) which shall represent the minimum target(s) for these lower-tier municipalities;
- b) permitting and facilitating:
 1. all *housing options* required to meet the social, health, economic and well-being requirements of current and future residents, including *special needs* requirements and needs arising from demographic changes and employment opportunities; and
 2. all types of *residential intensification*, including additional residential units, and *redevelopment* in accordance with policy 1.1.3.3;

- c) directing the development of new housing towards locations where appropriate levels of *infrastructure* and *public service facilities* are or will be available to support current and projected needs;
- d) promoting densities for new housing which efficiently use land, resources, *infrastructure* and *public service facilities*, and support the use of *active transportation* and transit in areas where it exists or is to be developed;
- e) requiring *transit-supportive* development and prioritizing *intensification*, including potential air rights development, in proximity to transit, including corridors and stations; and
- f) establishing development standards for *residential intensification*, *redevelopment* and new residential development which minimize the cost of housing and facilitate compact form, while maintaining appropriate levels of public health and safety.

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

1.5.1 Healthy, active communities should be promoted by:

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

1.6 Infrastructure and Public Service Facilities

1.6.1 *Infrastructure* and *public service facilities* shall be provided in an efficient manner that prepares for the *impacts of a changing climate* while accommodating projected needs.

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

- a) financially viable over their life cycle, which may be demonstrated through asset management planning; and
- b) available to meet current and projected needs.

1.6.2 Planning authorities should promote *green infrastructure* to complement *infrastructure*.

- 1.6.3 Before consideration is given to developing new *infrastructure* and *public service facilities*:
- a) the use of existing *infrastructure* and *public service facilities* should be optimized; and
 - b) opportunities for adaptive re-use should be considered, wherever feasible.
- 1.6.4 *Infrastructure* and *public service facilities* should be strategically located to support the effective and efficient delivery of emergency management services, and to ensure the protection of public health and safety in accordance with the policies in Section 3.0: Protecting Public Health and Safety.
- 1.6.5 *Public service facilities* should be co-located in community hubs, where appropriate, to promote cost-effectiveness and facilitate service integration, access to transit and *active transportation*.

1.6.6 Sewage, Water and Stormwater

- 1.6.6.1 Planning for *sewage and water services* shall:
- a) accommodate forecasted growth in a manner that promotes the efficient use and optimization of existing:
 - 1. *municipal sewage services* and *municipal water services*; and
 - 2. *private communal sewage services* and *private communal water services*, where *municipal sewage services* and *municipal water services* are not available or feasible;
 - b) ensure that these systems are provided in a manner that:
 - 1. can be sustained by the water resources upon which such services rely;
 - 2. prepares for the *impacts of a changing climate*;
 - 3. is feasible and financially viable over their lifecycle; and
 - 4. protects human health and safety, and the natural environment;
 - c) promote water conservation and water use efficiency;
 - d) integrate servicing and land use considerations at all stages of the planning process; and
 - e) be in accordance with the servicing hierarchy outlined through policies 1.6.6.2, 1.6.6.3, 1.6.6.4 and 1.6.6.5. For clarity, where *municipal sewage services* and *municipal water services* are not available, planned or feasible, planning authorities have the ability to consider the use of the servicing options set out through policies 1.6.6.3, 1.6.6.4, and 1.6.6.5 provided that the specified conditions are met.
- 1.6.6.2 *Municipal sewage services* and *municipal water services* are the preferred form of servicing for *settlement areas* to support protection of the environment and minimize potential risks to human health and safety. Within *settlement areas* with existing *municipal sewage services* and *municipal water services*, *intensification* and *redevelopment* shall be promoted wherever feasible to optimize the use of the services.

1.6.6.3 Where *municipal sewage services* and *municipal water services* are not available, planned or feasible, *private communal sewage services* and *private communal water services* are the preferred form of servicing for multi-unit/lot *development* to support protection of the environment and minimize potential risks to human health and safety.

1.6.6.4 Where *municipal sewage services* and *municipal water services* or *private communal sewage services* and *private communal water services* are not available, planned or feasible, *individual on-site sewage services* and *individual on-site water services* may be used provided that site conditions are suitable for the long-term provision of such services with no *negative impacts*. In *settlement areas*, *individual on-site sewage services* and *individual on-site water services* may be used for infilling and minor rounding out of existing development.

At the time of the official plan review or update, planning authorities should assess the long-term impacts of *individual on-site sewage services* and *individual on-site water services* on the environmental health and the character of rural *settlement areas*. Where planning is conducted by an upper-tier municipality, the upper-tier municipality should work with lower-tier municipalities at the time of the official plan review or update to assess the long-term impacts of *individual on-site sewage services* and *individual on-site water services* on the environmental health and the desired character of rural *settlement areas* and the feasibility of other forms of servicing set out in policies 1.6.6.2 and 1.6.6.3.

1.6.6.5 *Partial services* shall only be permitted in the following circumstances:

- a) where they are necessary to address failed *individual on-site sewage services* and *individual on-site water services* in existing development; or
- b) within *settlement areas*, to allow for infilling and minor rounding out of existing development on *partial services* provided that site conditions are suitable for the long-term provision of such services with no *negative impacts*.

Where *partial services* have been provided to address failed services in accordance with subsection (a), infilling on existing lots of record in *rural areas* in municipalities may be permitted where this would represent a logical and financially viable connection to the existing *partial service* and provided that site conditions are suitable for the long-term provision of such services with no *negative impacts*. In accordance with subsection (a), the extension of *partial services* into *rural areas* is only permitted to address failed *individual on-site sewage* and *individual on-site water services* for existing development.

1.6.6.6 Subject to the hierarchy of services provided in policies 1.6.6.2, 1.6.6.3, 1.6.6.4 and 1.6.6.5, planning authorities may allow lot creation only if there is confirmation of sufficient *reserve sewage system capacity* and *reserve water system capacity* within *municipal sewage services* and *municipal water services* or *private communal sewage services* and *private communal water services*. The determination of

sufficient *reserve sewage system capacity* shall include treatment capacity for hauled sewage from *private communal sewage services* and *individual on-site sewage services*.

1.6.6.7 Planning for stormwater management shall:

- a) be integrated with planning for *sewage and water services* and ensure that systems are optimized, feasible and financially viable over the long term;
- b) minimize, or, where possible, prevent increases in contaminant loads;
- c) minimize erosion and changes in water balance, and prepare for the *impacts of a changing climate* through the effective management of stormwater, including the use of *green infrastructure*;
- d) mitigate risks to human health, safety, property and the environment;
- e) maximize the extent and function of vegetative and pervious surfaces; and
- f) promote stormwater management best practices, including stormwater attenuation and re-use, water conservation and efficiency, and low impact development.

1.6.7 Transportation Systems

1.6.7.1 *Transportation systems* should be provided which are safe, energy efficient, facilitate the movement of people and goods, and are appropriate to address projected needs.

1.6.7.2 Efficient use should be made of existing and planned *infrastructure*, including through the use of *transportation demand management* strategies, where feasible.

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

1.6.7.4 A land use pattern, density and mix of uses should be promoted that minimize the length and number of vehicle trips and support current and future use of transit and *active transportation*.

1.6.8 Transportation and Infrastructure Corridors

1.6.8.1 Planning authorities shall plan for and protect corridors and rights-of-way for *infrastructure*, including transportation, transit and electricity generation facilities and transmission systems to meet current and projected needs.

1.6.8.2 *Major goods movement facilities and corridors* shall be protected for the long term.

1.6.8.3 Planning authorities shall not permit *development* in *planned corridors* that could preclude or negatively affect the use of the corridor for the purpose(s) for which it was identified.

New *development* proposed on *adjacent lands* to existing or *planned corridors* and transportation facilities should be compatible with, and supportive of, the long-term purposes of the corridor and should be designed to avoid, mitigate or minimize negative impacts on and from the corridor and transportation facilities.

- 1.6.8.4 The preservation and reuse of abandoned corridors for purposes that maintain the corridor's integrity and continuous linear characteristics should be encouraged, wherever feasible.
- 1.6.8.5 The co-location of linear *infrastructure* should be promoted, where appropriate.
- 1.6.8.6 When planning for corridors and rights-of-way for significant transportation, electricity transmission, and *infrastructure* facilities, consideration will be given to the significant resources in Section 2: Wise Use and Management of Resources.

1.6.9 Airports, Rail and Marine Facilities

1.6.9.1 Planning for land uses in the vicinity of *airports*, *rail facilities* and *marine facilities* shall be undertaken so that:

- a) their long-term operation and economic role is protected; and
- b) *airports*, *rail facilities* and *marine facilities* and *sensitive land uses* are appropriately designed, buffered and/or separated from each other, in accordance with policy 1.2.6.

1.6.9.2 *Airports* shall be protected from incompatible land uses and development by:

- a) prohibiting new residential *development* and other sensitive land uses in areas near *airports* above 30 NEF/NEP;
- b) considering redevelopment of existing residential uses and other sensitive land uses or infilling of residential and other sensitive land uses in areas above 30 NEF/NEP only if it has been demonstrated that there will be no negative impacts on the long-term function of the *airport*; and
- c) discouraging land uses which may cause a potential aviation safety hazard.

1.6.10 Waste Management

1.6.10.1 *Waste management systems* need to be provided that are of an appropriate size and type to accommodate present and future requirements, and facilitate, encourage and promote reduction, reuse and recycling objectives.

Waste management systems shall be located and designed in accordance with provincial legislation and standards.

1.6.11 Energy Supply

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

1.7 Long-Term Economic Prosperity

1.7.1 Long-term economic prosperity should be supported by:

- a) promoting opportunities for economic development and community investment-readiness;
- b) encouraging residential uses to respond to dynamic market-based needs and provide necessary housing supply and range of *housing options* for a diverse workforce;
- c) optimizing the long-term availability and use of land, resources, *infrastructure* and *public service facilities*;
- d) maintaining and, where possible, enhancing the vitality and viability of downtowns and mainstreets;
- e) encouraging a sense of place, by promoting well-designed built form and cultural planning, and by conserving features that help define character, including *built heritage resources* and *cultural heritage landscapes*;
- f) promoting the redevelopment of *brownfield sites*;
- g) providing for an efficient, cost-effective, reliable *multimodal transportation system* that is integrated with adjacent systems and those of other jurisdictions, and is appropriate to address projected needs to support the movement of goods and people;
- h) providing opportunities for sustainable tourism development;
- i) sustaining and enhancing the viability of the *agricultural system* through protecting agricultural resources, minimizing land use conflicts, providing opportunities to support local food, and maintaining and improving the *agri-food network*;
- j) promoting energy conservation and providing opportunities for increased energy supply;
- k) minimizing negative impacts from a changing climate and considering the ecological benefits provided by nature; and
- l) encouraging efficient and coordinated communications and telecommunications infrastructure.

1.8 Energy Conservation, Air Quality and Climate Change

1.8.1 Planning authorities shall support energy conservation and efficiency, improved air quality, reduced greenhouse gas emissions, and preparing for the *impacts of a changing climate* through land use and development patterns which:

- a) promote compact form and a structure of nodes and corridors;
- b) promote the use of *active transportation* and transit in and between residential, employment (including commercial and industrial) and institutional uses and other areas;
- c) focus major employment, commercial and other travel-intensive land uses on sites which are well served by transit where this exists or is to be developed, or designing these to facilitate the establishment of transit in the future;
- d) focus freight-intensive land uses to areas well served by major highways, *airports, rail facilities and marine facilities*;
- e) encourage *transit-supportive* development and *intensification* to improve the mix of employment and housing uses to shorten commute journeys and decrease transportation congestion;
- f) promote design and orientation which maximizes energy efficiency and conservation, and considers the mitigating effects of vegetation and *green infrastructure*; and
- g) maximize vegetation within *settlement areas*, where feasible.

2.0 Wise Use and Management of Resources

Ontario's long-term prosperity, environmental health, and social well-being depend on conserving biodiversity, protecting the health of the Great Lakes, and protecting natural heritage, water, agricultural, mineral and cultural heritage and archaeological resources for their economic, environmental and social benefits.

Accordingly:

2.1 Natural Heritage

2.1.1 Natural features and areas shall be protected for the long term.

2.1.2 The diversity and connectivity of natural features in an area, and the long-term *ecological function* and biodiversity of *natural heritage systems*, should be maintained, restored or, where possible, improved, recognizing linkages between and among *natural heritage features and areas, surface water features and ground water features*.

2.1.3 *Natural heritage systems* shall be identified in Ecoregions 6E & 7E¹, recognizing that *natural heritage systems* will vary in size and form in *settlement areas, rural areas, and prime agricultural areas*.

2.1.4 *Development and site alteration* shall not be permitted in:

- a) *significant wetlands* in Ecoregions 5E, 6E and 7E¹; and
- b) *significant coastal wetlands*.

2.1.5 *Development and site alteration* shall not be permitted in:

- a) *significant wetlands* in the Canadian Shield north of Ecoregions 5E, 6E and 7E¹;
- b) *significant woodlands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River)¹;
- c) *significant valleylands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River)¹;
- d) *significant wildlife habitat*;
- e) *significant areas of natural and scientific interest*; and
- f) *coastal wetlands* in Ecoregions 5E, 6E and 7E¹ that are not subject to policy 2.1.4(b)

unless it has been demonstrated that there will be no *negative impacts* on the natural features or their *ecological functions*.

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

- 2.1.6 *Development and site alteration shall not be permitted in fish habitat except in accordance with provincial and federal requirements.*
- 2.1.7 *Development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements.*
- 2.1.8 *Development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 2.1.4, 2.1.5, and 2.1.6 unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.*
- 2.1.9 Nothing in policy 2.1 is intended to limit the ability of *agricultural uses* to continue.

2.2 Water

- 2.2.1 Planning authorities shall protect, improve or restore the *quality and quantity of water* by:
- a) using the *watershed* as the ecologically meaningful scale for integrated and long-term planning, which can be a foundation for considering cumulative impacts of development;
 - b) minimizing potential *negative impacts*, including cross-jurisdictional and cross-*watershed* impacts;
 - c) evaluating and preparing for the *impacts of a changing climate* to water resource systems at the watershed level;
 - d) identifying water resource systems consisting of *ground water features, hydrologic functions, natural heritage features and areas, and surface water features* including shoreline areas, which are necessary for the ecological and hydrological integrity of the *watershed*;
 - e) maintaining linkages and related functions among *ground water features, hydrologic functions, natural heritage features and areas, and surface water features* including shoreline areas;
 - f) implementing necessary restrictions on *development and site alteration* to:
 1. protect all municipal drinking water supplies and *designated vulnerable areas*; and
 2. protect, improve or restore *vulnerable* surface and ground water, *sensitive surface water features* and *sensitive ground water features*, and their *hydrologic functions*;
 - g) planning for efficient and sustainable use of water resources, through practices for water conservation and sustaining water quality;
 - h) ensuring consideration of environmental lake capacity, where applicable; and
 - i) ensuring stormwater management practices minimize stormwater volumes and contaminant loads, and maintain or increase the extent of vegetative and pervious surfaces.

- 2.2.2 *Development and site alteration shall be restricted in or near sensitive surface water features and sensitive ground water features such that these features and their related hydrologic functions will be protected, improved or restored.*

Mitigative measures and/or alternative development approaches may be required in order to protect, improve or restore *sensitive surface water features, sensitive ground water features, and their hydrologic functions.*

2.3 Agriculture

- 2.3.1 *Prime agricultural areas shall be protected for long-term use for agriculture.*

Prime agricultural areas are areas where *prime agricultural lands* predominate. *Specialty crop areas* shall be given the highest priority for protection, followed by Canada Land Inventory Class 1, 2, and 3 lands, and any associated Class 4 through 7 lands within the *prime agricultural area*, in this order of priority.

- 2.3.2 Planning authorities shall designate *prime agricultural areas* and *specialty crop areas* in accordance with guidelines developed by the Province, as amended from time to time.

Planning authorities are encouraged to use an *agricultural system* approach to maintain and enhance the geographic continuity of the agricultural land base and the functional and economic connections to the *agri-food network*.

2.3.3 Permitted Uses

- 2.3.3.1 In *prime agricultural areas*, permitted uses and activities are: *agricultural uses, agriculture-related uses and on-farm diversified uses.*

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

- 2.3.3.2 In *prime agricultural areas*, all types, sizes and intensities of *agricultural uses* and *normal farm practices* shall be promoted and protected in accordance with provincial standards.

- 2.3.3.3 New land uses in *prime agricultural areas*, including the creation of lots and new or expanding livestock facilities, shall comply with the *minimum distance separation formulae*.

2.3.4 Lot Creation and Lot Adjustments

2.3.4.1 Lot creation in *prime agricultural areas* is discouraged and may only be permitted for:

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

2.3.4.2 Lot adjustments in *prime agricultural areas* may be permitted for *legal or technical reasons*.

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

2.3.5 Removal of Land from Prime Agricultural Areas

2.3.5.1 Planning authorities may only exclude land from *prime agricultural areas* for expansions of or identification of *settlement areas* in accordance with policy 1.1.3.8.

2.3.6 Non-Agricultural Uses in Prime Agricultural Areas

2.3.6.1 Planning authorities may only permit non-agricultural uses in *prime agricultural areas* for:

- a) extraction of *minerals, petroleum resources and mineral aggregate resources*; or
- b) limited non-residential uses, provided that all of the following are demonstrated:

1. the land does not comprise a *specialty crop area*;
2. the proposed use complies with the *minimum distance separation formulae*;
3. there is an identified need within the planning horizon provided for in policy 1.1.2 for additional land to accommodate the proposed use; and
4. alternative locations have been evaluated, and
 - i. there are no reasonable alternative locations which avoid *prime agricultural areas*; and
 - ii. there are no reasonable alternative locations in *prime agricultural areas* with lower priority agricultural lands.

2.3.6.2 Impacts from any new or expanding non-agricultural uses on surrounding agricultural operations and lands are to be mitigated to the extent feasible.

2.4 Minerals and Petroleum

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

2.4.2 Protection of Long-Term Resource Supply

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

2.4.2.2 Known *mineral deposits*, known *petroleum resources* and *significant areas of mineral potential* shall be identified and *development* and activities in these resources or on *adjacent lands* which would preclude or hinder the establishment of new operations or access to the resources shall only be permitted if:

- a) resource use would not be feasible; or
- b) the proposed land use or development serves a greater long-term public interest; and
- c) issues of public health, public safety and environmental impact are addressed.

2.4.3 Rehabilitation

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

2.4.4 Extraction in Prime Agricultural Areas

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

2.5 Mineral Aggregate Resources

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

2.5.2 Protection of Long-Term Resource Supply

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

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

2.5.2.2 Extraction shall be undertaken in a manner which minimizes social, economic and environmental impacts.

2.5.2.3 *Mineral aggregate resource conservation* shall be undertaken, including through the use of accessory aggregate recycling facilities within operations, wherever feasible.

2.5.2.4 *Mineral aggregate operations* shall be protected from *development* and activities that would preclude or hinder their expansion or continued use or which would be incompatible for reasons of public health, public safety or environmental impact. Existing *mineral aggregate operations* shall be permitted to continue without the need for official plan amendment, rezoning or development permit under the *Planning Act*. Where the *Aggregate Resources Act* applies, only processes under the *Aggregate Resources Act* shall address the depth of extraction of new or existing *mineral aggregate operations*. When a license for extraction or operation ceases to exist, policy 2.5.2.5 continues to apply.

2.5.2.5 In known *deposits of mineral aggregate resources* and on *adjacent lands*, *development* and activities which would preclude or hinder the establishment of new operations or access to the resources shall only be permitted if:

- a) resource use would not be feasible; or
- b) the proposed land use or development serves a greater long-term public interest; and
- c) issues of public health, public safety and environmental impact are addressed.

2.5.3 Rehabilitation

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

2.5.4 Extraction in Prime Agricultural Areas

- 2.5.4.1 In *prime agricultural areas*, on *prime agricultural land*, extraction of *mineral aggregate resources* is permitted as an interim use provided that the site will be rehabilitated back to an *agricultural condition*.

Complete rehabilitation to an *agricultural condition* is not required if:

- a) outside of a *specialty crop area*, there is a substantial quantity of *mineral aggregate resources* below the water table warranting extraction, or the depth of planned extraction in a quarry makes restoration of pre-extraction agricultural capability unfeasible;
- b) in a *specialty crop area*, there is a substantial quantity of *high quality mineral aggregate resources* below the water table warranting extraction, and the depth of planned extraction makes restoration of pre-extraction agricultural capability unfeasible;
- c) other alternatives have been considered by the applicant and found unsuitable. The consideration of other alternatives shall include resources in areas of Canada Land Inventory Class 4 through 7 lands, resources on lands identified as *designated growth areas*, and resources on *prime agricultural lands* where rehabilitation is feasible. Where no other alternatives are found, *prime agricultural lands* shall be protected in this order of priority: *specialty crop areas*, Canada Land Inventory Class 1, 2 and 3 lands; and
- d) agricultural rehabilitation in remaining areas is maximized.

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

- 2.5.5.1 *Wayside pits and quarries*, *portable asphalt plants* and *portable concrete plants* used on public authority contracts shall be permitted, without the need for an official plan

amendment, rezoning, or development permit under the *Planning Act* in all areas, except those areas of existing development or particular environmental sensitivity which have been determined to be incompatible with extraction and associated activities.

2.6 Cultural Heritage and Archaeology

- 2.6.1 *Significant built heritage resources and significant cultural heritage landscapes shall be conserved.*
- 2.6.2 *Development and site alteration shall not be permitted on lands containing archaeological resources or areas of archaeological potential unless significant archaeological resources have been conserved.*
- 2.6.3 Planning authorities shall not permit *development and site alteration on adjacent lands to protected heritage property* except where the proposed *development and site alteration* has been evaluated and it has been demonstrated that the *heritage attributes* of the *protected heritage property* will be conserved.
- 2.6.4 Planning authorities should consider and promote archaeological management plans and cultural plans in conserving cultural heritage and archaeological resources.
- 2.6.5 Planning authorities shall engage with Indigenous communities and consider their interests when identifying, protecting and managing cultural heritage and archaeological resources.

3.0 Protecting Public Health and Safety

Ontario's long-term prosperity, environmental health and social well-being depend on reducing the potential for public cost or risk to Ontario's residents from natural or human-made hazards.

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

Mitigating potential risk to public health or safety or of property damage from natural hazards, including the risks that may be associated with the impacts of a changing climate, will require the Province, planning authorities, and conservation authorities to work together.

Accordingly:

3.1 Natural Hazards

3.1.1 Development shall generally be directed, in accordance with guidance developed by the Province (as amended from time to time), to areas outside of:

- a) *hazardous lands* adjacent to the shorelines of the *Great Lakes - St. Lawrence River System* and *large inland lakes* which are impacted by *flooding hazards, erosion hazards* and/or *dynamic beach hazards*;
- b) *hazardous lands* adjacent to *river, stream and small inland lake systems* which are impacted by *flooding hazards* and/or *erosion hazards*; and
- c) *hazardous sites*.

3.1.2 *Development* and *site alteration* shall not be permitted within:

- a) the *dynamic beach hazard*;
- b) *defined portions of the flooding hazard along connecting channels* (the St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers);
- c) areas that would be rendered inaccessible to people and vehicles during times of *flooding hazards, erosion hazards* and/or *dynamic beach hazards*, unless it has been demonstrated that the site has safe access appropriate for the nature of the *development* and the natural hazard; and
- d) a *floodway* regardless of whether the area of inundation contains high points of land not subject to flooding.

3.1.3 Planning authorities shall prepare for the *impacts of a changing climate* that may increase the risk associated with natural hazards.

3.1.4 Despite policy 3.1.2, *development* and *site alteration* may be permitted in certain areas associated with the *flooding hazard along river, stream and small inland lake systems*:

- a) in those exceptional situations where a *Special Policy Area* has been approved. The designation of a *Special Policy Area*, and any change or modification to the official plan policies, land use designations or boundaries applying to *Special Policy Area* lands, must be approved by the Ministers of Municipal Affairs and Housing and Natural Resources and Forestry prior to the approval authority approving such changes or modifications; or
- b) where the *development* is limited to uses which by their nature must locate within the *floodway*, including flood and/or erosion control works or minor additions or passive non-structural uses which do not affect flood flows.

3.1.5 *Development* shall not be permitted to locate in *hazardous lands* and *hazardous sites* where the use is:

- a) an *institutional use* including hospitals, long-term care homes, retirement homes, pre-schools, school nurseries, day cares and schools;
- b) an *essential emergency service* such as that provided by fire, police and ambulance stations and electrical substations; or
- c) uses associated with the disposal, manufacture, treatment or storage of *hazardous substances*.

3.1.6 Where the *two zone concept* for *flood plains* is applied, *development* and *site alteration* may be permitted in the *flood fringe*, subject to appropriate floodproofing to the *flooding hazard* elevation or another *flooding hazard* standard approved by the Minister of Natural Resources and Forestry.

3.1.7 Further to policy 3.1.6, and except as prohibited in policies 3.1.2 and 3.1.5, *development* and *site alteration* may be permitted in those portions of *hazardous lands* and *hazardous sites* where the effects and risk to public safety are minor, could be mitigated in accordance with provincial standards, and where all of the following are demonstrated and achieved:

- a) *development* and *site alteration* is carried out in accordance with *floodproofing standards*, *protection works standards*, and *access standards*;
- b) vehicles and people have a way of safely entering and exiting the area during times of flooding, erosion and other emergencies;
- c) new hazards are not created and existing hazards are not aggravated; and
- d) no adverse environmental impacts will result.

3.1.8 *Development* shall generally be directed to areas outside of lands that are unsafe for *development* due to the presence of *hazardous forest types for wildland fire*.

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

3.2 Human-Made Hazards

- 3.2.1 Development on, abutting or adjacent to lands affected by *mine hazards; oil, gas and salt hazards; or former mineral mining operations, mineral aggregate operations or petroleum resource operations* may be permitted only if rehabilitation or other measures to address and mitigate known or suspected hazards are under way or have been completed.
- 3.2.2 Sites with contaminants in land or water shall be assessed and remediated as necessary prior to any activity on the site associated with the proposed use such that there will be no *adverse effects*.
- 3.2.3 Planning authorities should support, where feasible, on-site and local re-use of excess soil through planning and development approvals while protecting human health and the environment.

4.0 Implementation and Interpretation

- 4.1 This Provincial Policy Statement applies to all decisions in respect of the exercise of any authority that affects a planning matter made on or after May 1, 2020.
- 4.2 This Provincial Policy Statement shall be read in its entirety and all relevant policies are to be applied to each situation.
- 4.3 This Provincial Policy Statement shall be implemented in a manner that is consistent with the recognition and affirmation of existing Aboriginal and treaty rights in section 35 of the *Constitution Act, 1982*.
- 4.4 This Provincial Policy Statement shall be implemented in a manner that is consistent with Ontario *Human Rights Code* and the *Canadian Charter of Rights and Freedoms*.
- 4.5 In implementing the Provincial Policy Statement, the Minister of Municipal Affairs and Housing may take into account other considerations when making decisions to support strong communities, a clean and healthy environment and the economic vitality of the Province.
- 4.6 The official plan is the most important vehicle for implementation of this Provincial Policy Statement. Comprehensive, integrated and long-term planning is best achieved through official plans.

Official plans shall identify provincial interests and set out appropriate land use designations and policies. To determine the significance of some natural heritage features and other resources, evaluation may be required.

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

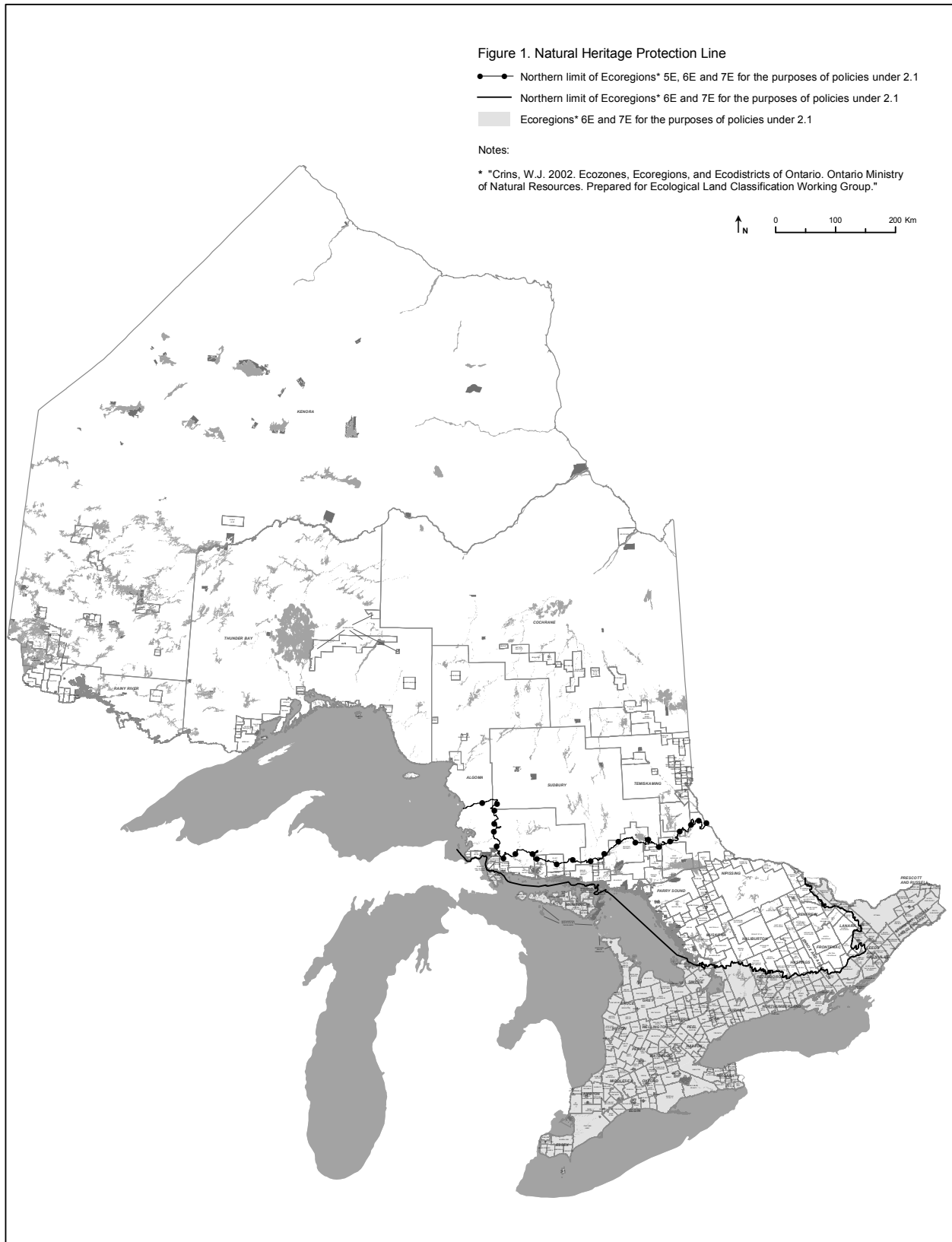
- 4.7 In addition to land use approvals under the *Planning Act*, *infrastructure* may also require approval under other legislation and regulations. An environmental assessment process may be required for new *infrastructure* and modifications to existing *infrastructure* under applicable legislation.

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

- 4.8 The Province, in consultation with municipalities, Indigenous communities, other public bodies and stakeholders shall identify performance indicators for measuring the effectiveness of some or all of the policies. The Province shall monitor their implementation, including reviewing performance indicators concurrent with any review of this Provincial Policy Statement.

- 4.9 Municipalities are encouraged to monitor and report on the implementation of the policies in their official plans, in accordance with any reporting requirements, data standards and any other guidelines that may be issued by the Minister.

5.0 Figure 1 Natural Heritage Protection Line



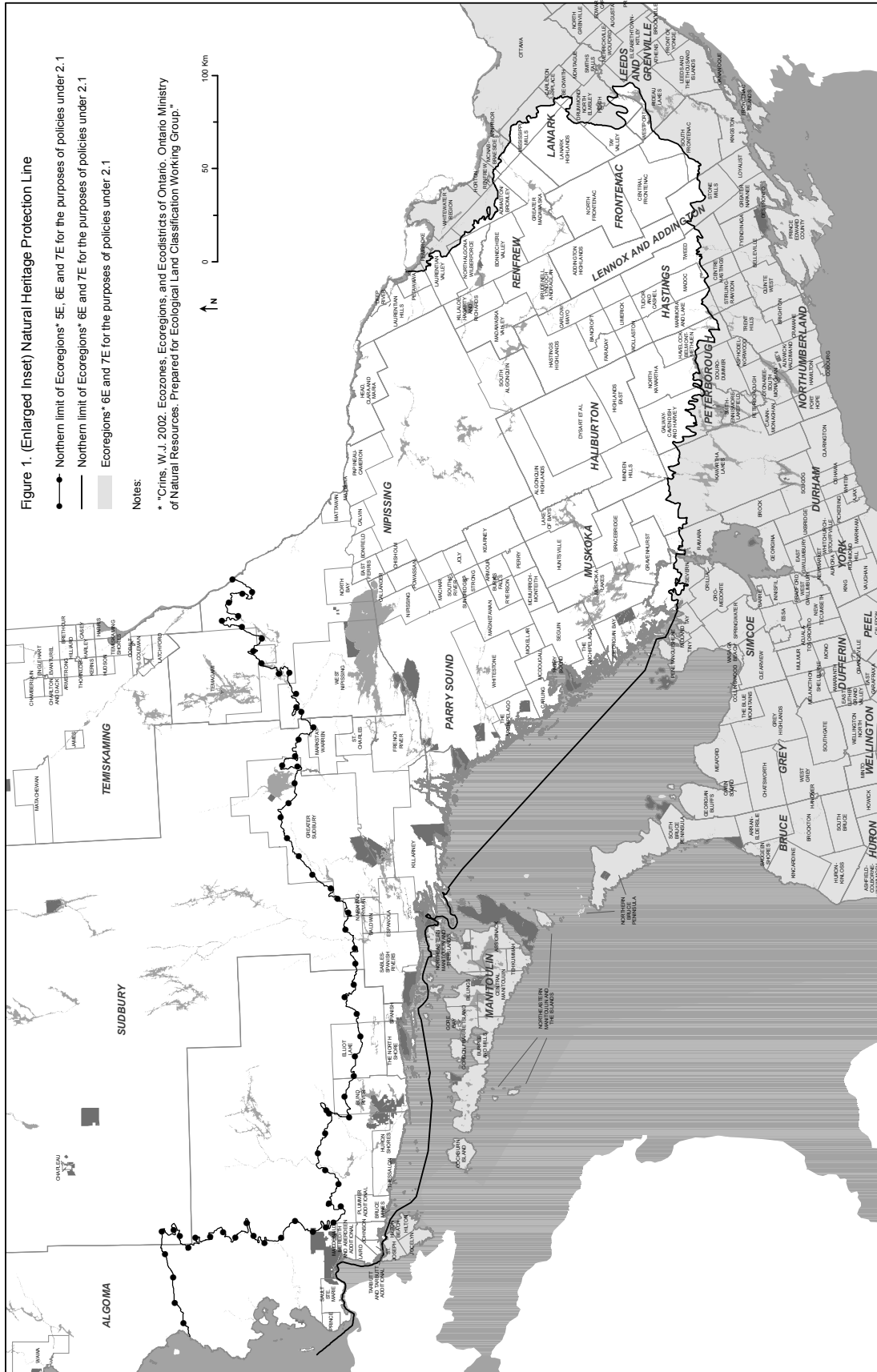


Figure 1. (Enlarged Inset) Natural Heritage Protection Line

- Northern limit of Ecoregions* 5E, 6E and 7E for the purposes of policies under 2.1
- Northern limit of Ecoregions* 6E and 7E for the purposes of policies under 2.1
- Ecoregions* 6E and 7E for the purposes of policies under 2.1

Notes:

* "Crins, W.J. 2002. Ecoregions, Ecoregions, and Ecoregions of Ontario. Ontario Ministry of Natural Resources. Prepared for Ecological Land Classification Working Group."

6.0 Definitions

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

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

Adjacent lands: means

- a) for the purposes of policy 1.6.8.3, those lands contiguous to existing or planned corridors and transportation facilities where *development* would have a negative impact on the corridor or facility. The extent of the *adjacent lands* may be recommended in guidelines developed by the Province or based on municipal approaches that achieve the same objectives;
- b) for the purposes of policy 2.1.8, those lands contiguous to a specific *natural heritage feature or area* where it is likely that *development* or *site alteration* would have a *negative impact* on the feature or area. The extent of the *adjacent lands* may be recommended by the Province or based on municipal approaches which achieve the same objectives;
- c) for the purposes of policies 2.4.2.2 and 2.5.2.5, those lands contiguous to lands on the surface of known *petroleum resources, mineral deposits, or deposits of mineral aggregate resources* where it is likely that *development* would constrain future access to the resources. The extent of the *adjacent lands* may be recommended by the Province; and
- d) for the purposes of policy 2.6.3, those lands contiguous to a *protected heritage property* or as otherwise defined in the municipal official plan.

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

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

Affordable: means

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

Agricultural condition: means

- a) in regard to *specialty crop areas*, a condition in which substantially the same areas and same average soil capability for agriculture are restored, the same range and productivity of specialty crops common in the area can be achieved, and, where

applicable, the microclimate on which the site and surrounding area may be dependent for specialty crop production will be maintained or restored; and

- b) in regard to *prime agricultural land* outside of *specialty crop areas*, a condition in which substantially the same areas and same average soil capability for agriculture are restored.

Agricultural System: A system comprised of a group of inter-connected elements that collectively create a viable, thriving agricultural sector. It has two components:

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

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

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

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

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

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

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

Archaeological resources: includes artifacts, archaeological sites, marine archaeological sites, as defined under the *Ontario Heritage Act*. The identification and evaluation of such resources are based upon archaeological fieldwork undertaken in accordance with the *Ontario Heritage Act*.

Areas of archaeological potential: means areas with the likelihood to contain *archaeological resources*. Criteria to identify archaeological potential are established by the Province. The *Ontario Heritage Act* requires archaeological potential to be confirmed by a licensed archaeologist.

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

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

Brownfield sites: means undeveloped or previously developed properties that may be

contaminated. They are usually, but not exclusively, former industrial or commercial properties that may be underutilized, derelict or vacant.

Built heritage resource: means a building, structure, monument, installation or any manufactured or constructed part or remnant that contributes to a property's cultural heritage value or interest as identified by a community, including an Indigenous community. *Built heritage resources* are located on property that may be designated under Parts IV or V of the *Ontario Heritage Act*, or that may be included on local, provincial, federal and/or international registers.

Coastal wetland: means

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

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

Comprehensive review: means

- a) for the purposes of policies 1.1.3.8, 1.1.3.9 and 1.3.2.4, an official plan review which is initiated by a planning authority, or an official plan amendment which is initiated or adopted by a planning authority, which:
 1. is based on a review of population and employment projections and which reflect projections and allocations by upper-tier municipalities and *provincial plans*, where applicable; considers alternative directions for growth or development; and determines how best

2. to accommodate the development while protecting provincial interests;
2. utilizes opportunities to accommodate projected growth or development through *intensification* and *redevelopment*; and considers physical constraints to accommodating the proposed development within existing *settlement area* boundaries;
3. is integrated with planning for *infrastructure* and *public service facilities*, and considers financial viability over the life cycle of these assets, which may be demonstrated through asset management planning;
4. confirms sufficient water quality, quantity and assimilative capacity of receiving water are available to accommodate the proposed development;
5. confirms that sewage and water services can be provided in accordance with policy 1.6.6; and
6. considers cross-jurisdictional issues.
- b) for the purposes of policy 1.1.6, means a review undertaken by a planning authority or comparable body which:
 1. addresses long-term population projections, *infrastructure* requirements and related matters;
 2. confirms that the lands to be developed do not comprise *specialty crop areas* in accordance with policy 2.3.2; and
 3. considers cross-jurisdictional issues.

In undertaking a *comprehensive review* the level of detail of the assessment should correspond with the complexity and scale of the settlement boundary or development proposal.

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

maker. Mitigative measures and/or alternative development approaches can be included in these plans and assessments.

Cultural heritage landscape: means a defined geographical area that may have been modified by human activity and is identified as having cultural heritage value or interest by a community, including an Indigenous community. The area may include features such as buildings, structures, spaces, views, archaeological sites or natural elements that are valued together for their interrelationship, meaning or association. *Cultural heritage landscapes* may be properties that have been determined to have cultural heritage value or interest under the *Ontario Heritage Act*, or have been included on federal and/or international registers, and/or protected through official plan, zoning by-law, or other land use planning mechanisms.

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

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

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

designated and available for the purposes of this definition.

Designated growth areas: means lands within *settlement areas* designated in an official plan for growth over the long-term planning horizon provided in policy 1.1.2, but which have not yet been fully developed. *Designated growth areas* include lands which are *designated and available* for residential growth in accordance with policy 1.4.1(a), as well as lands required for employment and other uses.

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

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

- a) activities that create or maintain *infrastructure* authorized under an environmental assessment process;
- b) works subject to the *Drainage Act*; or
- c) for the purposes of policy 2.1.4(a), underground or surface mining of *minerals* or advanced exploration on mining lands in *significant areas of mineral potential* in Ecoregion 5E, where advanced exploration has the same meaning as under the *Mining Act*. Instead, those matters shall be subject to policy 2.1.5(a).

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

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

Employment area: means those areas designated in an official plan for clusters of business and economic activities including, but not limited to, manufacturing, warehousing, offices, and associated retail and ancillary facilities.

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

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

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

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

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

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

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

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

a) along the shorelines of the *Great Lakes - St. Lawrence River System* and *large inland lakes*, the *flooding hazard* limit is based on the *one hundred year flood level* plus an allowance for *wave uprush* and *other water-related hazards*;

b) along *river, stream and small inland lake systems*, the *flooding hazard* limit is the greater of:

1. the flood resulting from the rainfall actually experienced during a major storm such as the Hurricane Hazel storm (1954) or the Timmins storm (1961), transposed over a specific watershed and combined with the local conditions, where evidence suggests that the storm event could have potentially occurred over watersheds in the general area;
2. the *one hundred year flood*; and
3. a flood which is greater than 1. or 2. which was actually experienced in a particular watershed or portion thereof as a result of ice jams and which has been approved as the standard for that specific area by the Minister of Natural Resources and Forestry;

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

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

Floodway: for *river, stream and small inland lake systems*, means the portion of the *flood*

plain where *development* and *site alteration* would cause a danger to public health and safety or property damage.

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

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

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

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

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

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

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

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

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

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

Hazardous substances: means substances which, individually, or in combination with other substances, are normally considered to pose a danger to public health, safety and the environment. These substances generally include a wide array of materials that are toxic, ignitable, corrosive, reactive, radioactive or pathological.

Heritage attributes: means the principal features or elements that contribute to a *protected heritage property's* cultural heritage value or interest, and may include the

property's built, constructed, or manufactured elements, as well as natural landforms, vegetation, water features, and its visual setting (e.g. significant views or vistas to or from a *protected heritage property*).

High quality: means primary and secondary sand and gravel resources and bedrock resources as defined in the Aggregate Resource Inventory Papers (ARIP).

Housing options: means a range of housing types such as, but not limited to single-detached, semi-detached, rowhouses, townhouses, stacked townhouses, multiplexes, additional residential units, tiny homes, multi-residential buildings. The term can also refer to a variety of housing arrangements and forms such as, but not limited to life lease housing, co-ownership housing, co-operative housing, community land trusts, land lease community homes, *affordable* housing, housing for people with *special needs*, and housing related to employment, institutional or educational uses.

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

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

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

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

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

Institutional use: for the purposes of policy 3.1.5, means land uses where there is a threat to the safe evacuation of vulnerable populations such as older persons, persons with disabilities, and those who are sick or young, during an emergency as a result of flooding, failure of floodproofing measures or protection works, or erosion.

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

- a) *redevelopment*, including the reuse of *brownfield sites*;
- b) the development of vacant and/or underutilized lots within previously developed areas;
- c) infill development; and
- d) the expansion or conversion of existing buildings.

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

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

Low and moderate income households: means

- a) in the case of ownership housing, households with incomes in the lowest 60 percent of the income distribution for the *regional market area*; or

- b) in the case of rental housing, households with incomes in the lowest 60 percent of the income distribution for renter households for the *regional market area*.

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

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

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

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

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

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

Non-metallic minerals means those minerals that are of value for intrinsic properties of the

minerals themselves and not as a source of metal. They are generally synonymous with industrial minerals (e.g. asbestos, graphite, kyanite, mica, nepheline syenite, salt, talc, and wollastonite).

Mineral aggregate operation: means

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

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

Mineral aggregate resource conservation: means

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

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

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

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

Multimodal transportation system: means a transportation system which may include several forms of transportation such as automobiles, walking, trucks, cycling, buses, rapid transit, rail (such as commuter and freight), air and marine.

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

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

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

Natural heritage system: means a system made up of *natural heritage features and areas*,

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

Negative impacts: means

- a) in regard to policy 1.6.6.4 and 1.6.6.5, potential risks to human health and safety and degradation to the *quality and quantity of water, sensitive surface water features and sensitive ground water features*, and their related *hydrologic functions*, due to single, multiple or successive *development*. *Negative impacts* should be assessed through environmental studies including hydrogeological or water quality impact assessments, in accordance with provincial standards;
- b) in regard to policy 2.2, degradation to the *quality and quantity of water, sensitive surface water features and sensitive ground water features*, and their related *hydrologic functions*, due to single, multiple or successive *development* or *site alteration* activities;
- c) in regard to *fish habitat*, any permanent alteration to, or destruction of *fish habitat*, except where, in conjunction with the appropriate authorities, it has been authorized under the *Fisheries Act*; and
- d) in regard to other *natural heritage features and areas*, degradation that threatens the health and integrity of the natural features or *ecological functions* for which an area is identified due to single, multiple or successive *development* or *site alteration* activities.

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

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

On-farm diversified uses: means uses that are secondary to the principal agricultural use of the property, and are limited in area. *On-farm diversified uses* include, but are not limited to, home occupations, home industries, *agri-tourism uses*, and uses that produce value-added agricultural products. Ground-mounted solar facilities are permitted in *prime agricultural areas*, including *specialty crop areas*, only as *on-farm diversified uses*.

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

One hundred year flood level: means

- for the shorelines of the Great Lakes, the peak instantaneous stillwater level, resulting from combinations of mean monthly lake levels and wind setups, which has a 1% chance of being equalled or exceeded in any given year;
- in the connecting channels (St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers), the peak instantaneous stillwater level which has a 1% chance of being equalled or exceeded in any given year; and
- for large inland lakes, lake levels and wind setups that have a 1% chance of being

equalled or exceeded in any given year, except that, where sufficient water level records do not exist, the one hundred year flood level is based on the highest known water level and wind setups.

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

Partial services: means

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

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

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

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

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

Portable asphalt plant: means a facility

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

Portable concrete plant: means a building or structure

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

Prime agricultural area: means areas where *prime agricultural lands* predominate. This includes areas of *prime agricultural lands* and associated Canada Land Inventory Class 4 through 7 lands, and additional areas where there is a local concentration of farms which exhibit characteristics of ongoing agriculture. *Prime agricultural areas* may be identified by the Ontario Ministry of Agriculture and Food using guidelines developed by the Province as amended from time to time. A *prime agricultural area* may also be identified through an alternative agricultural land evaluation system approved by the Province.

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

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

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

Protected heritage property: means property designated under Parts IV, V or VI of the *Ontario Heritage Act*; property subject to a heritage conservation easement under Parts II or IV of the *Ontario Heritage Act*; property identified by the Province and prescribed public bodies as provincial heritage property under the Standards and Guidelines for Conservation of Provincial Heritage Properties; property protected under federal legislation, and UNESCO World Heritage Sites.

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

Provincial and federal requirements: means

- a) in regard to policy 2.1.6, legislation and policies administered by the federal or provincial governments for the purpose of fisheries protection (including *fish* and *fish habitat*), and related, scientifically established standards such as water quality criteria for protecting lake trout populations; and
- b) in regard to policy 2.1.7, legislation and policies administered by the provincial government or federal government, where applicable, for the purpose of protecting species at risk and their habitat.

Provincial plan: means a provincial plan within the meaning of section 1 of the *Planning Act*.

Public service facilities: means land, buildings and structures for the provision of programs and services provided or subsidized by a government or other body, such as social assistance, recreation, police and fire protection, health and educational programs, long-term care services, and cultural services.

Public service facilities do not include *infrastructure*.

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

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

Recreation: means leisure time activity undertaken in built or natural settings for purposes of physical activity, health benefits, sport participation and skill development, personal enjoyment, positive social interaction and the achievement of human potential.

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

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

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

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

Reserve sewage system capacity: means design or planned capacity in a centralized waste water treatment facility which is not yet committed to existing or approved development. For the purposes of policy 1.6.6.6, reserve capacity for *private communal sewage services* and *individual on-site sewage services* is considered sufficient if the hauled sewage from the development can be treated and land-applied on agricultural land under the *Nutrient Management Act*, or disposed of at sites approved under the *Environmental Protection Act* or the *Ontario Water Resources Act*, but not by land-applying untreated, hauled sewage.

Reserve water system capacity: means design or planned capacity in a centralized water treatment facility which is not yet committed to existing or approved development.

Residence surplus to a farming operation: means an existing habitable farm residence that is rendered surplus as a result of farm consolidation (the acquisition of additional farm parcels to be operated as one farm operation).

Residential intensification: means intensification of a property, site or area which results in a net increase in residential units or accommodation and includes:

- a) redevelopment, including the redevelopment of *brownfield sites*;
- b) the development of vacant or underutilized lots within previously developed areas;
- c) infill development;
- d) development and introduction of new *housing options* within previously developed areas;
- e) the conversion or expansion of existing industrial, commercial and institutional buildings for residential use; and
- f) the conversion or expansion of existing residential buildings to create new residential units or accommodation, including accessory apartments, additional residential units, rooming houses, and other *housing options*.

River, stream and small inland lake systems: means all watercourses, rivers, streams, and

small inland lakes or waterbodies that have a measurable or predictable response to a single runoff event.

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

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

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

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

Settlement areas: means urban areas and rural settlement areas within municipalities (such as cities, towns, villages and hamlets) that are:

- a) built-up areas where development is concentrated and which have a mix of land uses; and
- b) lands which have been designated in an official plan for development over the long-term planning horizon provided for in policy 1.1.2. In cases where land in *designated growth areas* is not available, the *settlement area* may be no larger than the area where development is concentrated.

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

Significant: means

- a) in regard to *wetlands, coastal wetlands* and *areas of natural and scientific interest*, an area identified as provincially significant by the Ontario Ministry of Natural Resources and Forestry using evaluation procedures established by the Province, as amended from time to time;
- b) in regard to *woodlands*, an area which is ecologically important in terms of features such as species composition, age of trees and stand history; functionally important due to its contribution to the broader landscape because of its location, size or due to the amount of forest cover in the planning area; or economically important due to site quality, species composition, or past management history. These are to be identified using criteria established by the Ontario Ministry of Natural Resources and Forestry;
- c) in regard to other features and areas in policy 2.1, ecologically important in terms of features, functions, representation or amount, and contributing to the quality and diversity of an identifiable geographic area or *natural heritage system*;
- d) in regard to *mineral* potential, an area identified as provincially significant through evaluation procedures developed by the Province, as amended from time to time, such as the Provincially Significant Mineral Potential Index; and
- e) in regard to cultural heritage and archaeology, resources that have been determined to have cultural heritage value or interest. Processes and criteria for determining cultural heritage value or interest are established by the Province under the authority of the *Ontario Heritage Act*.

Criteria for determining significance for the resources identified in sections (c)-(d) are recommended by the Province, but municipal approaches that achieve or exceed the same objective may also be used.

While some significant resources may already be identified and inventoried by official sources,

the significance of others can only be determined after evaluation.

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

For the purposes of policy 2.1.4(a), *site alteration* does not include underground or surface mining of *minerals* or advanced exploration on mining lands in *significant areas of mineral potential* in Ecoregion 5E, where advanced exploration has the same meaning as in the *Mining Act*. Instead, those matters shall be subject to policy 2.1.5(a).

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

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

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

Specialty crop area: means areas designated using guidelines developed by the Province, as amended from time to time. In these areas, specialty crops are predominantly grown such as tender fruits (peaches, cherries, plums), grapes, other fruit crops, vegetable crops, greenhouse crops, and crops from agriculturally developed organic soil, usually resulting from:

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

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

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

Transit-supportive: in regard to land use patterns, means development that makes transit viable, optimizes investments in transit infrastructure, and improves the quality of the experience of using transit. It often refers to compact, mixed-use development that has a high level of employment and residential densities, including air rights development, in proximity to transit stations, corridors and associated elements within the *transportation system*. Approaches may be recommended in guidelines developed by the Province or based on municipal approaches that achieve the same objectives.

Transportation demand management: means a set of strategies that result in more efficient use of the *transportation system* by influencing travel behaviour by mode, time of day,

frequency, trip length, regulation, route, or cost.

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

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

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

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

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

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

Wave uprush: means the rush of water up onto a shoreline or structure following the breaking of a wave; the limit of wave uprush is the point of furthest landward rush of water onto the shoreline.

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

Wetlands: means lands that are seasonally or permanently covered by shallow water, as well

as lands where the water table is close to or at the surface. In either case the presence of abundant water has caused the formation of hydric soils and has favoured the dominance of either hydrophytic plants or water tolerant plants. The four major types of wetlands are swamps, marshes, bogs and fens.

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

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

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

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

Ministry of Municipal Affairs and Housing

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TOWNSHIP OF BILLINGS
Parks, Recreation and Wellness Committee
MINUTES

February 24, 2020 7:00 p.m.

39 Henry Dr. Kagawong Park Centre, upper

PRESENT: Sharon Alkenbrack, Nora Bath-Haring, Megan Bonenfant (recording), Sharon Jackson (Chair), Diane Larocque,

REGRETS: Shannon Smith
Members of the General Public

1. Opening of Meeting

Motion by D. Larocque, seconded by N. Bath-Haring
That the meeting be called to order at 7:00 p.m.
Carried

2. Approval of Agenda

Motion by N. Bath-Haring, seconded by S. Alkenbrack
That the agenda for the February 24, 2020, meeting be accepted as presented.
Carried

3. Disclosure of Pecuniary Interest

None.

4. Adoption of Minutes

Motion by D. Larocque, seconded by S. Alkenbrack
That the minutes of the January 27, 2020 meeting be accepted as presented.
Carried

5. Delegation

None.

6. Council Update Report

The Chair provided an update on council decisions and activities since the last committee meeting.

7. Financial Report

M. Bonenfant advised that the budget has not yet been submitted for the committee.

8. Old Business

- a) **2020 Goals** – the committee discussed ideas to focus their work for the upcoming year. There was general consensus to look into activities to encourage community members to become more physically active, such as organizing a run event, seniors' indoor walking at the Park Centre, and participating in the ParticipACTION Community Better Challenge. Committee members were asked to think about these specific items and bring forward their information at the next meeting.
- b) **Park Centre Rental Agreement** – the Chair noted that sorting/recycling information has been added to the agreement.
- c) **Rink** – the Chair noted that repairs/upgrades to the rink should be included in the committee's 2020 goals.

- d) **Euchre Tournaments** – the committee discussed the lack of participants from Kagawong.
- e) **Kagawong Fitness Centre** – the Chair advised that payments are now managed by the municipal office. M. Bonenfant advised that Public Works will install a locked cover on the thermostat in the bathroom.
- f) **Dog Park** – the committee discussed a stick library. Outstanding questions include who becomes responsible for keeping the library stocked and how would this impact grass-cutting.
- g) **Member Recruitment** – staff have not posted this on the website yet.
- h) **Potential Partnership** – the committee discussed being open to help out with other groups' functions.
- i) **Community Sign Schedule 2020** – the committee discussed creating master list of upcoming events from other local groups.

9. New Business

None.

10. Correspondence

Letter of thanks from Stephanie Hillyard regarding the baby changing station installed at the Park Centre.

11. Information

Tax bills have gone out, information leaflet included.

12. Notices of Motion

None.

13. Closed Session

None.

14. Next Meeting: March 23, 2020, at the Park Centre, upper

15. Adjournment: The meeting was adjourned at 7:35 p.m. on a motion by N. Bath-Haring.

TOWNSHIP OF BILLINGS
Rebranding Committee
MINUTES

March 04, 2020 6:00 p.m.

Kagawong Park Centre

PRESENT:

Members: Bryan Barker, Chair, Ruth Farquhar, Dianne Fraser, Craig Jackson, Diane Larocque

Staff: Todd Gordon, Economic Development Officer; Kathy McDonald, CAO

Guest: Kendra Edwards, Kendra Edwards Design

Members of the Public: Councillor Sharon Alkenbrack, Councillor Sharon Jackson

REGRETS: Sandi Hurcomb

1. Opening of Meeting

The meeting was called to order at 6:00 p.m., by Chair Barker

2. Approval of Agenda

Motion by Craig Jackson, Second by Dianne Fraser

That the agenda for the March 04, 2020 meeting be accepted.

Carried

3. Disclosure of Pecuniary Interest

4. Adoption of Minutes

Motion by Ruth Farquhar, Second by Diane Larocque

That the minutes of the January 29, 2020 meeting be accepted as presented.

Carried

5. Council Update Report

6. Old Business

a) Logo Development: Follow-Up Meeting with Kendra Edwards Design - Discussion

In the period since the last meeting, Kendra had worked on 3 individual full logo concepts that incorporated the range of discussion and advice from the committee at the preliminary meeting (last committee meeting). Kendra's presentation included her thinking as she developed each concept, as well as depicting and explaining the full range of logo variations and their potential uses across municipal communication. The committee, unanimously, chose 1 of the concepts to be recommended to council at the March 16th, 2020, regular meeting of Council.

7. New Business

a) Next Steps

The committee discussed next steps in the development process, which consist of making the formal logo design recommendation to council, and, should that recommendation to council be embraced, engaging in a wrap-up meeting of the Rebranding Committee.

8. Recommendations to Council

- a) It is the recommendation of the Billings Rebranding Committee that council accept logo "design concept #1," as developed by Kendra Edwards Design, as the new logo for The Township of Billings.

9. Next Meeting: Thursday, April 16, 2020, 6:00pm, at the Kagawong Park Centre

10. Adjournment: The meeting was adjourned at 6:32 p.m. on a motion by Ruth Farquhar.

The Corporation of
The Township of Billings
Lake Kagawong Resource Committee
Minutes March 10, 2020

Present: Bryan Barker (Councillor), Bob Clifford, Brian Foreshew, John Hoekstra, Kathy McDonald (staff), Rob Seifried

Absent: Sharon Jackson, Stan Pierce, Steve Webber

Media: Tom Sasvari

1. Opening

The meeting was called to order at 7:00 p.m. by Bryan Barker

2. Approval of the Agenda

Motion by Brian Foreshew, seconded by Rob Siefried

That the agenda for the March 10, 2020 meeting be accepted as presented.

Carried

3. Disclosure of Pecuniary Interest

There was no disclosure of pecuniary interest.

4. Adoption of Minutes – November 26, 2019

Motion by Brian Foreshew, seconded by John Hoekstra

That the minutes of the November 26, 2019 be accepted as presented.

Carried

5. Delegations

There were no delegations

6. Old Business

a) Report on Laurentian University/additional training – Bob Clifford

There is a meeting on March 12 at 10 a.m. in Sudbury to meet with Lionel Rudd and Dr. Partyka.

We should be using Laurentian University as a resource.

b) Report on Water Levels at the Dam – Rob Seifried

Brian Foreshew said that he was at the dam today and the water level was roughly 212.9.

c) Report on status of OEC website – Bryan Barker

Bryan Barker reported that the website was up-to-date to March 5, 2020

d) Additions

There were no additions

7. New Business

a) Status of the Generating Station. Meeting with Bill Touzell 20 February 2020.

Discussion regarding lack of snow. Bill Touzell was asked about holding back water and stated that it was too early. The primary gauge for reporting is at the dam. The generator was off line from October to February. Bryan had discussed the location of the pin in Perivale and said that Bill recognizes the value of additional gauges on the lake.

b) Lake Levels – spring thaw. Since there is not much snowpack we need to keep an eye on water levels. Brian will keep an eye on it for the next couple of weeks.

c) Standing Advisory Committee

The SAC meeting is April 22, 2020. Kathy will send out reminders at the first of April, with the minutes of the last SAC meeting. Information requested includes finding a report on the effects of wind, information on the fish census that was taken a few years ago and reports regarding the work MNRF did on the river last September.

d) Next Steps

Kathy to send out a reminder notice to the Standing Advisory Committee meeting April 22, 2020.

8. Next meeting

The date of the next meeting is April 14, 2020 at 7 p.m.

9. Adjournment

The meeting was adjourned on a motion by John Hoekstra at 7:37 p.m.

DRAFT

TOWNSHIP OF BILLINGS
Economic Development Committee
MINUTES

March 11, 2020

Kagawong Park Centre, Upper

PRESENT: Councillor Sharon Alkenbrack (Chair), Suzanne Darlaston, Councillor Sharon Jackson, Rick Rusk
Staff: Todd Gordon, Economic Development Officer

REGRETS: Diane Larocque
Members of the Public

1. Opening of Meeting

The meeting was called to order at 7:30 p.m. by the chair.

2. Approval of Agenda

Motion by Sharon Jackson; Second by Rick Rusk

That the agenda for the March 11, 2020 meeting be accepted as amended (Added items: New Business e) Budget; New Business f) Art Market).

Carried

3. Disclosure of Pecuniary Interest

4. Adoption of Minutes

Motion by Sharon Jackson; Second by Rick Rusk

That the minutes of the January 8, 2020 meeting be accepted as presented.

Carried

5. Delegation

6. Council Update Report

Chair Alkenbrack provided a brief outline of the previous Council meeting (Special budget meeting, March 09, 2020).

7. Financial Report

8. Old Business

a) **Social Media (Workshop)** - Discussion

The workshop continues to be delayed, because of logistics; However, it may be possible to schedule in April. The Township of Gordon-Barrie Island is now interested in a joint session, and they can make their facility available – which has Wi-Fi – and share the cost of the facilitator. The chair continues to be in discussion with the facilitator, and representative(s) from Gordon-Barrie Island.

b) **Jabbawong Story-Telling Festival** – Discussion

5 to 6 storytellers lined up, depending on final arrangements and budget. The chair is waiting for bios from prospective storytellers. Discussion of logistics. Coordinating with the museum committee regarding providing a lunch. Possibility of a town crier. Many details left to be resolved, including promotion.

c) **Business Map** – Discussion

Still an objective for 2020. The staff member indicated that the committee should be making a recommendation to council regarding this item. (see recommendations below) Motion by Sharon Jackson, second by Rick Rusk. Carried.

That the EDC recommends, to Council, engaging Kendra Edwards Design for business map creation.

9. New Business

a) **Fall Event** - Discussion

Should/could this be a “fibre festival?” Mid to late September?

b) **Parks, Recreation and Wellness Update** – Discussion

Councillor Jackson (PRW Chair) provided a brief update on PRW activities.

c) **Celebrating Women Event** - Discussion

Should/could this be an early spring event? The staff representative cautioned about the need for allowing adequate time to plan events for effective implementation, which would benefit both the committee and staff, allowing for more effective and efficient staff assistance. Discussion of possible dates: April too early. Possibility of May long-weekend. Decision needs to be made, and logistics dealt with.

d) **Budget** – Discussion

The committee reviewed and approved the 2020 EDC budget as presented by the chair, for approval by Council and inclusion in the overall municipal 2020 budget
Motion by Suzanne Darlaston, second by Rick Rusk. Carried.

e) **Art Market** – Discussion

Should this event be combined with the fibre festival event? This would result in more efficient and effective event planning and implementation. Discussion of timing and logistics: mid to late September; a one-day event? The chair and Suzanne Darlaston to discuss further and bring back to committee

10. Correspondence

11. Information

12. Recommendations to Council

a) The Billings EDC recommends that Council engage Kendra Edwards Design to work with the committee and the EDO to create a business map for Kagawong, and direct staff to request a quote for this work from Kendra Edwards Design.
Motion by Sharon Jackson, second by Rick Rusk. Carried.

b) The Billings EDC recommends that Council accept the 2020 EDC budget for inclusion in the overall municipal 2020 budget.

13. Next Meeting: April 8th, 2020, 7:30 pm at the Kagawong Park Centre

14. Adjournment: The meeting was adjourned at 8:42 p.m. on a motion by Rick Rusk