

— TOWNSHIP OF —  
ASHFIELD - COLBORNE - WAWANOSH

## **Council Agenda September 1, 2020**

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Township of Ashfield-Colborne-Wawanosh Council will meet in regular session on the 1<sup>st</sup> day of September 2020, at 9:00 a.m. through Zoom, an online video conferencing platform.

This meeting is being held electronically as per By-Law #52-2020, Section 3.10 which allows for Electronic Participation of Council Meetings.

**1.0 CALL TO ORDER**

Video/Audio Approval – if applicable

**2.0 DISCLOSURE OF PECUNIARY INTEREST / POTENTIAL CONFLICT OF INTEREST**

**3.0 ADOPTION OF PREVIOUS MEETING MINUTES**

3.1 Council Meeting Minutes – August 11, 2020

Moved by  
Seconded by

ADOPT  
COUNCIL  
MINUTES

THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the August 11, 2020 Council Meeting Minutes as written.

**4.0 OPEN FORUM (items pertaining to the agenda)**

**5.0 DELEGATIONS**

5.1 9:00 a.m. – Celina Whaling-Rae / County of Huron Planner

- A) Jason & Julie Otten Zoning By-Law Amendment Application #Z02-20
- B) The Andersons Canada Ltd. (IBI Group) Zoning By-Law Amendment Application #Z03-20

Moved by  
Seconded by

ADJOURN  
COUNCIL  
MEETING

THAT Ashfield-Colborne-Wawanosh Township Council hereby adjourns their regular Council Meeting.

Moved by  
Seconded by

OPEN  
PUBLIC  
MEETING

THAT Ashfield-Colborne-Wawanosh Township Council hereby opens the Planning Advisory Committee Public Meeting to deal with Zoning By-Law Amendment Applications received from Jason/Julie Otten, and the Andersons Canada Ltd. (IBI Group).

- A) Jason & Julie Otten Zoning By-Law Amendment Application #Z02-20

We have provided Council with the report prepared by the County Planner, Celina Whaling-Rae, in regards to this Zoning By-Law Amendment. Ms. Whaling-Rae will review the application with the Planning Advisory Committee.

**TOWNSHIP OF ASHFIELD-COLBORNE-WAWANOSH PLANNING ADVISORY COMMITTEE MEETING**

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**Call to order**

**Declaration of Pecuniary Interests**

**Purpose**

The purpose of this Public Meeting is to consider changing the zoning on the property at Concession Maitland, Part Lot 29, (Colborne Ward) in the Township of Ashfield-Colborne-Wawanosh.

**Requirement**

This Public Meeting is being held under The Planning Act, which requires that Council hold at least one Public Meeting and that proper notice be given.

## **Application Process**

An application was submitted by Jason and Julie Otten to the Township of Ashfield-Colborne-Wawanosh and considered complete on July 20, 2020.

Notice of the Public Meeting was mailed by the municipality to all property owners within 400 feet of the property on August 12, 2020 and notice was posted on the subject property.

### **Comments:**

- 1) Huron County Planner
- 2) Applicant and/or Agent
- 3) Others
- 4) Council's Questions and/or Comments.

**NOTE:** If a person or public body that files an appeal of a decision of ACW Township in respect to the proposed rezoning, but does not make written or oral submissions before the proposed rezoning is adopted, the Local Planning Appeal Tribunal (LPAT) may dismiss all or part of the appeal.

### **Zoning By-law Procedure Following Public Meeting**

- This is a Public Meeting, not a Council Meeting; therefore, a decision of Council may or may not be made later this morning.
- If the By-law is passed, the Clerk must send Notice of the Passing of the By-law to all persons notified of this meeting and to any person or public body that has requested it.
- There is a 20-day objection period from the time Notice of Passing has been mailed, where submissions will be received by the Clerk.
- If an objection is received, an appeal is lodged with the Local Planning Appeal Tribunal (LPAT) and the Municipality no longer has jurisdiction of the file and/or the processing time. You may only file an appeal if you have submitted oral or written comments prior to the decision of Council.
- The fee for filing an appeal is \$300.00 payable by Certified Cheque or Money Order in Canadian funds, made out to the Minister of Finance, and must be accompanied by Appellant Form (A1).
- If Council does not pass the by-law, the applicant may appeal to the LPAT.
- If the By-law is passed and no objections are received within the 20-day appeal period, the Clerk will certify that the By-law is in force and effect as of the date of its passing and Notice is forwarded to the Planning Department and to the applicant.

### **Recommendation of the Huron County Planner**

It is recommended that Zoning By-Law Amendment Application #Z02-20 be approved.

## **Recommendation of the Planning Advisory Committee**

### **Effect of Public and Agency Comments on Decision of Council to the Application**

- B) The Andersons Canada Ltd. (IBI Group) Zoning By-Law Amendment Application #Z03-20

We have provided Council with the report prepared by the County Planner, Celina Whaling-Rae, in regards to this Zoning By-Law Amendment. Ms. Whaling-Rae will review the application with the Planning Advisory Committee.

## **TOWNSHIP OF ASHFIELD-COLBORNE-WAWANOSH PLANNING ADVISORY COMMITTEE MEETING**

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### **Call to order**

### **Declaration of Pecuniary Interests**

### **Purpose**

The purpose of this Public Meeting is to consider changing the zoning on a portion of the property at 35441 Dungannon Road, Part of Lot 3, Concession 4 WD of Part of Road Allowance Between Lots 3 & 4 (Ashfield Ward) in the Township of Ashfield-Colborne-Wawanosh.

### **Requirement**

This Public Meeting is being held under The Planning Act, which requires that Council hold at least one Public Meeting and that proper notice be given.

### **Application Process**

An application was submitted by Roman Miller to the Township of Ashfield-Colborne-Wawanosh and considered complete on July 20, 2020.

Notice of the Public Meeting was mailed by the municipality to all property owners within 400 feet of the property on August 5, 2020 and notice was posted on the subject property.

### **Comments:**

- 1) Huron County Planner
- 2) Applicant and/or Agent
- 3) Others
- 4) Council's Questions and/or Comments.

**NOTE:** If a person or public body that files an appeal of a decision of ACW Township in respect to the proposed rezoning, but does not make written or oral submissions before the proposed rezoning is adopted, the Local Planning Appeal Tribunal (LPAT) may dismiss all or part of the appeal.

**Zoning By-law Procedure Following Public Meeting**

- This is a Public Meeting, not a Council Meeting; therefore, a decision of Council may or may not be made later this morning.
- If the By-law is passed, the Clerk must send Notice of the Passing of the By-law to all persons notified of this meeting and to any person or public body that has requested it.
- There is a 20-day objection period from the time Notice of Passing has been mailed, where submissions will be received by the Clerk.
- If an objection is received, an appeal is lodged with the Local Planning Appeal Tribunal (LPAT) and the Municipality no longer has jurisdiction of the file and/or the processing time. You may only file an appeal if you have submitted oral or written comments prior to the decision of Council.
- The fee for filing an appeal is \$300.00 payable by Certified Cheque or Money Order in Canadian funds, made out to the Minister of Finance, and must be accompanied by Appellant Form (A1).
- If Council does not pass the by-law, the applicant may appeal to the LPAT.
- If the By-law is passed and no objections are received within the 20-day appeal period, the Clerk will certify that the By-law is in force and effect as of the date of its passing and Notice is forwarded to the Planning Department and to the applicant.

**Recommendation of the Huron County Planner**

It is recommended that Zoning By-law Amendment Application #Z03-20 be approved.

**Recommendation of the Planning Advisory Committee**

**Effect of Public and Agency Comments on Decision of Council to the Application**

**Adjournment**

That there being no further business, the Public Meeting be hereby closed at \_\_\_\_\_ a.m.

Moved by  
Seconded by

CLOSE  
PUBLIC  
MEETING

THAT Ashfield-Colborne-Wawanosh Township Council hereby closes the Planning Advisory Committee Public Meeting.

Moved by  
Seconded by

RECONVENCE  
COUNCIL  
MEETING

THAT Ashfield-Colborne-Wawanosh Township Council hereby reconvenes their regular Council Meeting.

5.2 9:30 a.m. – Celina Whaling-Rae / County of Huron Planner - Consent Application

The Andersons Canada Limited - Consent File #C50/20

We have provided Council with a copy of the report prepared by Celina Whaling-Rae in regard to the application for consent received from The Andersons Canada Limited. Ms. Whaling-Rae will review the application with Council.

STAFF COMMENTS: We seek your direction.

5.3 9:45 a.m. – Celina Whaling-Rae / County of Huron Planner – Minor Variance

Darcy Quinlan - Minor Variance Application File #MV08/20

Moved by  
Seconded by

OPEN  
COMMITTEE  
OF  
ADJUSTMENT  
MEETING

THAT Ashfield-Colborne-Wawanosh Council hereby adjourns the regular Council Meeting and hereby opens their Committee of Adjustment Meeting and Hearing to review the Darcy Quinlan Minor Variance Application.

We have provided Council with a copy of the report prepared by the County Planner, Celina Whaling-Rae, in regard to this application. Ms. Whaling-Rae will review the application with the Committee of Adjustment.

STAFF COMMENTS: That this application for minor variance be approved subject to the following conditions:

- That the structure be located within the footprint contained on the site plan that accompanied the application.
- That the structure be constructed as shown in the elevation drawing that accompanied the application.
- That the variances' approval be valid for a period of 18 months from the date of the Committee's decision.

**PUBLIC COMMENTS:**

**APPLICANT COMMENTS:**

Moved by  
Seconded by

APPROVE  
QUINLAN  
APPLICATION

THAT Ashfield-Colborne-Wawanosh Committee of Adjustment hereby agrees to approve the Darcy Quinlan Minor Variance Application as submitted, subject to the conditions as noted in the Planner's Report.

**Effect of Public and Agency Comments on Decision of Council to the Application**

Moved by  
Seconded by

CLOSE  
COMMITTEE  
OF  
ADJUSTMENT

THAT Ashfield-Colborne-Wawanosh Committee of Adjustment hereby closes their meeting.

Moved by  
Seconded by

RECONVENE  
REGULAR  
COUNCIL  
MEETING

THAT Ashfield-Colborne-Wawanosh Township Council hereby reconvenes the regular Council Meeting of September 1, 2020.

**6.0 ACCOUNTS**

No items scheduled.

**7.0 DEPARTMENT / COMMITTEE REPORTS**

**7.1 Water Department**

**7.1.1 Water Operations & Maintenance Report – June 2020**

We have provided Council with a copy of the report prepared by Veolia Water Canada regarding the operation and maintenance of our water systems for June 2020.

STAFF COMMENTS: For your information purposes.

**7.1.2 Benmiller Drinking Water System – Ministry of the Environment Inspection Report**

We have provided Council with a copy of the Benmiller Drinking Water System Inspection Report.

STAFF COMMENTS: For your information purposes.

7.1.3 Dungannon Arsenic Treatment – Update

We have provided Council with a copy of the memo received from B.M. Ross & Associates with respect to the two potential approaches to consider for the treatment of arsenic.

STAFF COMMENTS: That Council agree to proceed with the “Cartridge Filter” proposal when preparing the detailed design of the system.

**7.2 Building Department**

7.2.1 Wilkins Blake Heritage Farms - Temporary Dwelling Agreement

We have provided Council with a copy of an Agreement signed by Matthew Wilkins for Council’s consideration. Where permitted in the zoning by-law, those wishing to construct or bring in a temporary dwelling must enter into an agreement with the municipality outlining conditions such as the installation, period of occupancy, and development standards. Chief Building Official Brett Pollock will be available this morning.

STAFF COMMENTS: If Council agrees to proceed, the agreement will need to be adopted by by-law in Section 14.

**7.3 Cemetery Department**

No items scheduled.

**7.4 Drainage Department**

7.4.1 Warren Zinn Municipal Drain 2020 – Tenders

We have provided Council with a copy of the report prepared by Clerk Florence Witherspoon. Ms. Witherspoon will be available this morning.

STAFF COMMENTS: That Council accepts the tender for the construction of the Warren Zinn Municipal Drain 2020 and adopts the following resolution.

WARREN ZINN DRAIN TENDER ACCEPT	Moved by Seconded by THAT Ashfield-Colborne-Wawanosh Township Council hereby accepts the tender submitted by Robinson Farm Drainage Ltd. for the construction of the Wilkins Municipal Drain 2020 in the amount of \$265,975 plus H.S.T.
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7.4.2 Warren Zinn Municipal Drain 2020 – Court of Revision Minutes

We have provided Council with the minutes of the Warren Zinn Municipal Drain Court of Revision Minutes of August 10, 2020.

STAFF COMMENTS: For your information only.

#### 7.4.3 Warren Zinn Municipal Drain 2020

We have provided Council with a copy of the Provisional By-law for the Warren Zinn Municipal Drain which is ready to receive third reading. The Engineer's Report was accepted by Council on July 14<sup>th</sup>, the Court of Revision was held on August 10<sup>th</sup> where the assessment schedule was confirmed, and the last day for filing an appeal to the Tribunal related to this drain was August 30<sup>th</sup>. Construction can commence any time after the provisional by-law has been finally adopted.

STAFF COMMENTS: That Council give third and final reading to the by-law.

### 7.5 **Administration Department**

#### 7.5.1 Lucknow Recreation – Appointment of Facility Operator & Parks Maintainer

The Lucknow & District Recreation Department have hired Tanner Stevenson as Facility Operator & Parks Maintainer in light of a recent resignation. We have provided Council with a copy of the appointing by-law.

STAFF COMMENTS: That Council adopt the by-law in Section 14.

#### 7.5.2 Enabling Accessibility Fund (EAF) Project Application – Municipal Office

We have provided Council with a copy of the report prepared by Treasurer Ellen McManus with respect to the successful application of the above noted fund. Ms. McManus will be available this morning.

STAFF COMMENTS: For your information purposes.

### 7.6 **Public Works Department**

#### 7.6.1 Public Works Activity Report

We have provided Council with a copy of the report prepared by Public Works Superintendent Brian Van Osch. Mr. Van Osch will be available this morning.

STAFF COMMENTS: For your information purposes.

### 7.7 **Environmental Services**

No items scheduled.

### 7.8 **Committee Reports**

**8.0 NEW BUSINESS**

8.1 Ministry of Municipal Affairs and Housing – Safe Restart Agreement

We have provided a copy of the letter indicating that under this agreement the Municipal Operating Funding Phase 1: Immediate Funding for Municipal Pressures that the Township of Ashfield-Colborne-Wawanosh will receive a payment of \$189,100 to support the COVID-19 operating costs and pressures.

STAFF COMMENTS: Once more details are released staff will bring back a report.

8.2 St. Helens Hall Board

We have provided Council with a copy of the request from Chairperson Barb Snowden of the St. Helens Hall Board with respect to the following:

a) St. Helens Cenotaph

We have provided a copy of the quotation received as well as pictures of the existing cenotaph which they are requesting that Council authorize paying for this repair work.

STAFF COMMENTS: We seek your direction.

Moved by  
Seconded by

ACCEPT  
CENOTAPH  
QUOTE

THAT Ashfield-Colborne-Wawanosh Township Council hereby accepts the quote submitted by Stothers Bricklaying for the cenotaph repairs at the St. Helens Hall in the amount of \$ 2,200 plus HST.

b) St. Helens Playground Equipment

We have provided Council with a copy of the proposed playground equipment for the St. Helens Hall which they are requesting that Council authorize to provide seed money, if needed, when the project begins.

STAFF COMMENTS: We seek your direction.

**9.0 CORRESPONDENCE / DIRECTION REQUIRED**

9.1 CIAO Internet / Improving Connectivity for Ontario Program – Letter of Interest

We have provided the correspondence received with respect to their request of a letter of interest from the municipality.

STAFF COMMENTS: We seek your direction.

**10.0 CORRESPONDENCE / FOR INFORMATION PURPOSES**

10.1 Port Albert & District Recreation Society (Petrie Park) – Minutes

10.2 Port Albert & District Recreation Society (Petrie Park) – September 2020 Update

10.3 Township of Huron-Kinloss Resolution – Farm Property Tax Class Rate Program

10.4 Lucknow & District Joint Fire Board - Minutes

**11.0 CORRESPONDENCE / ON COUNCIL TABLE**

No items scheduled.

**12.0 UNFINISHED BUSINESS**

12.1 Lake Huron Conference – Is the Coast Clear? – Starting September 29<sup>th</sup> (6-week Virtual)

Mayor McNeil and Deputy Mayor Watt participating.

STAFF COMMENTS: Reminder only.

12.2 Official Plan Preliminary Review

Staff is ready to proceed with a follow-up meeting with Council to finalize items to be considered in the upcoming Official Plan Review. What date and time would suit Council to meet?

STAFF COMMENTS: We seek your direction.

**13.0 IN-CAMERA / CLOSED SESSION**

No items scheduled.

**14.0 BY-LAWS**

14.1 Facility Operator & Parks Maintainer Appointment By-Law

Moved by  
Seconded by

FACILITY  
OPERATOR  
PARKS  
MAINTAIN  
ER  
APPOINTME  
NT BY-LAW

THAT leave be given to introduce By-Law #54-2020 being a by-law to appoint a Facility Operator & Parks Maintainer for the Lucknow & District Joint Recreation Board, and that it now be read severally a first, second, and third time, and finally passed this 1<sup>st</sup> day of September 2020.

14.2 Otten Zoning By-Law Amendment

Moved by  
Seconded by

ZONING  
AMENDMEN  
T BY-LAW

THAT leave be given to introduce By-Law #57-2020 being a by-law to amend zoning by-law #32-2008 as amended for the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 1<sup>st</sup> day of September 2020.

14.3 Anderson Zoning By-Law Amendment

Moved by  
Seconded by

ZONING  
AMENDMEN  
T BY-LAW

THAT leave be given to introduce By-Law #58-2020 being a by-law to amend zoning by-law #32-2008 as amended for the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 1<sup>st</sup> day of September 2020.

14.4 Wilkins Blake Heritage Farms - Temporary Dwelling Agreement

Moved by  
Seconded by

TEMPORAR  
Y  
DWELLING  
AMENDMEN  
T

THAT leave be given to introduce By-Law #56-2020 being a by-law to authorize a temporary dwelling agreement between Wilkins Blake Heritage Farms and the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 1<sup>st</sup> day of September 2020.

14.5 Warren Zinn Municipal Drain 2020

Moved by  
Seconded by

WARREN  
ZINN  
MUNICIPAL  
DRAIN 2020  
BY-LAW

THAT leave be given to introduce By-Law #45-2020 being a by-law to provide for the construction of the Warren Zinn Municipal Drain 2020, and that it now be read severally a third time, and finally passed this 1<sup>st</sup> day of September 2020.

14.6 Confirmation By-Law

Moved by  
Seconded by

CONFIRMAT  
ION BY-LAW

THAT leave be given to introduce By-Law #55-2020 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on September 1, 2020, and that it now be read severally a first, second, and third time, and finally passed this 1<sup>st</sup> day of September 2020.

15.0 **ADJOURNMENT**

Moved by  
Seconded by

ADJOURN

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on September 15, 2020 at 9:00 a.m. or at the Call of the Mayor.

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## Council Minutes August 11, 2020

Township of Ashfield-Colborne-Wawanosh Council met in regular session on the 11<sup>th</sup> day of August 2020, at 9:00 a.m. through Zoom, a Video Conferencing Platform.

This meeting was held electronically as the crisis of COVID-19 allows Councils to conduct their meetings remotely to empower municipalities to respond quickly and continue to function when in-person meetings cannot be held, and Council decisions need to be made.

The following individuals were participants during the Council Meeting:

Mayor Deputy Mayor Councillors	Glen McNeil Roger Watt Gloria Fisher Wayne Forster Jennifer Miltenburg Anita Snobelen Bill Vanstone
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#### Staff Present

CAO/Deputy-Clerk Treasurer Chief Building Official Public Works Superintendent Clerk	Mark Becker Ellen McManus Brett Pollock Brian Van Osch Florence Witherspoon
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OTHERS PRESENT VIA ZOOM (Viewing and Observing Only): Anita Frayne, Maggie Durnin, Kevin Foster, Dan Schmidt, Ian Montgomery, Jean Montgomery, Marilyn Kronas, Nancy Bridge, and Celina Whaling-Rae.

### 1.0 **CALL TO ORDER**

The municipality will be recording this meeting to “ensure meetings can be open to the public”.

#### 1.1 Procedural By-Law Amendment

The Province has made changes to the Municipal Act to allow members of councils, committees and certain local boards who participate in open and closed meetings electronically to be counted for purposes of quorum.

Please refer to the new Paragraph of 3.10.

STAFF COMMENTS: That Council adopts the by-law as presented.

ACTION: Council agreed to adopt the by-law as presented.

Moved by Miltenburg  
 Seconded by Vanstone

PROCEDUR  
 AL  
 BY-LAW

#1

THAT leave be given to introduce By-Law #52-2020 being a Procedural By-Law to govern the proceedings and the conduct of the meetings of the Council and Committees of the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 11<sup>th</sup> day of August, 2020.

Carried.

### 2.0 **DISCLOSURE OF PECUNIARY INTEREST / POTENTIAL CONFLICT OF INTEREST**

None disclosed.

**3.0 ADOPTION OF PREVIOUS MEETING MINUTES**

## 3.1 Council Meeting Minutes – July 14, 2020

Moved by Miltenburg  
Seconded by Watt

ADOPT #2 THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the  
COUNCIL July 14, 2020 Council Meeting Minutes as written.  
MINUTES Carried.

## 3.2 Council Meeting Minutes – July 28, 2020

Moved by Snobelen  
Seconded by Forster

ADOPT #3 THAT Ashfield-Colborne-Wawanosh Township Council hereby adopts the  
COUNCIL July 28, 2020 Council Meeting Minutes as written.  
MINUTES Carried.

**4.0 OPEN FORUM (items pertaining to the agenda)**

Anita Frayne addressed Council with respect to Section 12.3.

**5.0 DELEGATIONS**

## 5.1 9:10 a.m. – Celina Whaling-Rae / County of Huron Planner - Consent Application

Foster – Consent File C49-2020

We have provided Council with a copy of the report prepared by Celina Whaling-Rae in regards to the application for consent received from Kevin Foster. Ms. Whaling-Rae reviewed the application with Council.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to recommend to the County of Huron that this application for consent be approved subject to the conditions as outlined in the Planners Report.

## 5.2 9:20 a.m. - Nancy Bridge / Seebach &amp; Company Chartered Accountants

We have provided Council with a copy of the Financial Statements for the year ending 2019, from our auditor Seebach & Company Chartered Accountants. We have also provided a two-page summary. The Revenue/Expenditure Reports that Council receive each month, show the actuals, and are in greater detail. These statements represent the "Consolidated Financial Statements" of the Township of Ashfield-Colborne-Wawanosh. Ms. Bridge was available this morning.

STAFF COMMENTS: That Council accepts the financial statements as presented and adopts the following resolution.

ACTION: Council agreed to adopt the following resolution.

Moved by Forster  
Seconded by Fisher

ACCEPT #4 THAT Ashfield-Colborne-Wawanosh Township Council hereby accepts  
FINANCIAL the Financial Statements as prepared by Seebach & Company Chartered  
STATEMENT Accountants for the year ending December 31, 2019.  
S 2019 Carried.

**6.0 ACCOUNTS**

## 6.1 Payment of Current Accounts as Presented

Moved by Vanstone  
Seconded by Watt

APPROVE #5 THAT Ashfield-Colborne-Wawanosh Township Council hereby authorizes  
ACCOUNTS the payment of the August 2020 accounts as presented.  
Carried.

## 6.2 Payment of Previous Month Actual Accounts

Moved by Fisher  
Seconded by Miltenburg

APPROVE #6 THAT Ashfield-Colborne-Wawanosh Township Council hereby approves  
ACTUAL the payment of the July 2020 accounts in the amount of \$ 1,405,127.79.  
PAYMENTS Carried.

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## 6.3 Summary Revenue/Expenditure Reports

Reports for the Township, Lucknow & District Fire Department, Lucknow & District Medical Centre, and Lucknow & District Recreation from January to July 2020.

Moved by Forster  
Seconded by Snobelen

REVENUE #7 THAT Ashfield-Colborne-Wawanosh Township Council adopts the  
EXPEND- summary revenue/expenditure reports of the Treasurer as written.  
ITURE  
REPORT Carried.

**7.0 DEPARTMENT / COMMITTEE REPORTS****7.1 Water Department**

## 7.1.1 Century Heights UV Replacement / B.M. Ross &amp; Associates

We have provided a copy of the report prepared by Ryan DeVries of B.M. Ross & Associates.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to proceed with the increase the Budget amount to \$ 200,000 for the UV Replacement at Century Heights Water System.

**7.2 Building Department**

## 7.2.1 Chief Building Official's Report

We have provided Council with a copy of Mr. Pollock's report. Mr. Pollock was available this morning.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

## 7.2.2 Groener / Township Agreement

We have provided Council with a copy of the agreement between the Township and Mr. Groener and a copy of the by-law to authorize the agreement. This agreement is required due to the municipal office addition as the Ontario Building Code, Section 9.10.14.2 states that the required limiting distance for an exposing building face is permitted to be measured to a point beyond the property line that is not the center line of a street, land or public thoroughfare if,

- (a) The owners of the properties on which the limiting distance is measured and the municipality may enter into an agreement;
- (b) The agreement agreed to in Clause (a) is registered against the title of the properties to which it applies.

Brett Pollock, Chief Building Official was available this morning.

STAFF COMMENTS: That Council authorizes the agreement by by-law in Section 14.

ACTION: Council agreed to authorize the agreement by by-law in Section 14.

**7.3 Cemetery Department**

No items scheduled.

**7.4 Drainage Department**

No items scheduled.

## **7.5 Administration Department**

### 7.5.1 Fire Recovery of Costs By-law

We have provided Council with a copy of the report prepared by Clerk Florence Witherspoon in this regard. Ms. Witherspoon was available this morning.

STAFF COMMENTS: That Council adopts the by-law in Section 14.

ACTION: Council agreed to adopt the by-law as drafted in Section 14.

## **7.6 Public Works Department**

### 7.6.1 Public Works Activity Report

We have provided Council with a copy of the report prepared by Public Works Superintendent Brian Van Osch. Mr. Van Osch was available this morning.

STAFF COMMENTS: For your information purposes.

ACTION: Noted and filed.

### 7.6.2 Equipment Operator / Labourer Appointment By-Law – Scott Rintoul

As a follow-up from our In-Camera Session on July 14<sup>th</sup>, the CAO/Deputy-Clerk and the Public Works Superintendent reviewed the applications received, contacted those chosen for interviews, performed the interviews, and proceeded to offer the position to the successful applicant. We are pleased to report that Scott Rintoul was offered and accepted the position as Equipment Operator / Labourer. We have provided Council with a copy of the by-law appointing him to the Equipment Operator / Labourer position.

STAFF COMMENTS: That Council adopts the by-law in Section 14.

ACTION: Council agreed to adopt the by-law in Section 14.

## **7.7 Environmental Services**

No items scheduled.

## **7.8 Committee Reports**

Councillor Jennifer Miltenburg reported on the St. Helens Community Hall Committee.

Councillor Gloria Fisher reported on the Benmiller Community Hall.

Councillor Wayne Forster reported on the Lucknow Community Health Centre.

Mayor Glen McNeil reported that he had terminated the ACW State of Emergency on July 31<sup>st</sup>.

## **8.0 NEW BUSINESS**

No items scheduled.

## **9.0 CORRESPONDENCE / DIRECTION REQUIRED**

### 9.1 Huron County Food Distribution Centre – 2020 Gala / Donation Request

Council had budgeted \$600 for the Gala with members attending.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to donate the \$600 to the Huron County Food Distribution Centre for 2020.

### 9.2 Lucknow Community Centre Board – Request Financial Support

We have provided Council with a copy of their request.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to have staff reach out to the group to see if they can access funds available through the Province of Ontario with respect to COVID Funding or other possible grants available such as Ontario Trillium Foundation.

Staff will further request that they provide a copy of their finances and what are their plans moving forward financially and projected finances before Council would make any decision with respect to funding.

Staff will further reach out to the Township of Huron-Kinloss to ensure that we proceed in unison.

### 9.3 Airbnb's - Concerns from Huron Sands Residents

- a) We have provided copies of letters received regarding the problem of short-term rental properties.
- b) We have provided copies of letters received regarding the support of short-term rental properties.

STAFF COMMENTS: We seek your direction.

ACTION: Staff was instructed to bring back a report with respect to our existing Noise By-Law and review the existing fines along with any recommended changes to the fines.

Council agreed to have Mayor Glen McNeil, with this assistance of staff, to prepare a press release with respect to the issues of short-term rental properties and that the residents have the Noise By-Law as a resource by contacting the O.P.P. Staff will also provide the press release to the Ashfield Colborne Lakefront Association.

Staff was instructed to bring back a report detailing options for Council for the control of short-term rental properties for Council's consideration.

## 10.0 **CORRESPONDENCE / FOR INFORMATION PURPOSES**

- 10.1 Lucknow Community Health Centre Board – Minutes
- 10.2 Western Ontario Wardens' Caucus Media Release – Rural Broadband
- 10.3 Township of North Huron – Fire Activity Report

## 11.0 **CORRESPONDENCE / ON COUNCIL TABLE**

No items scheduled.

## 12.0 **UNFINISHED BUSINESS**

- 12.1 Association of Municipalities of Ontario (AMO) Annual Conference – August 16-19<sup>th</sup> 2020

Councillors Fisher and Miltenburg participating virtually.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

- 12.2 Lake Huron Conference – Is the Coast Clear? – September 2-3<sup>rd</sup> 2020

Mayor McNeil and Deputy Mayor Watt attending.

STAFF COMMENTS: Reminder only.

ACTION: Noted.

- 12.3 Carbon Tax Propane/Natural Gas Farm Use

We have provided Council with a copy of the letter reviewed at our last meeting which was submitted by Anita Frayne and Maggie Durnin. As directed by Council, we have provided a copy of the revised draft resolution with respect to the federal carbon tax exemption on propane and natural gas for farm use.

For clarification, if Council proceeds to adopt the resolution, Council will have determined to take the lead on the issue. This means that the Township will be requesting support from others of Council's resolution.

STAFF COMMENTS: We seek your direction.

ACTION: Council agreed to adopt the following resolution.

Moved by Forster  
 Seconded by Watt

CARBON TAX #8  
 EXEMPTION  
 FOR  
 FARMERS  
 USE  
 PROPANE  
 AND  
 NATURAL  
 GAS

WHEREAS "Agriculture is one of the largest and most important sectors within Huron County. New employment and economic opportunities can be found within and related to the development of agriculture and Agri-related industries. Huron County takes pride in being called the breadbasket of Ontario. With over 290,000 hectares (about 650,000 acres) of prime farmland, Huron County produces more annual gross farm receipts than many Canadian provinces." (Huron County website)

AND WHEREAS "Grain Farmers of Ontario is the province's largest commodity organization, representing Ontario's 28,000 barley, corn, oat, soybean and wheat farmers. The crops grown cover 6 million acres of farm land across the province, generate over \$4.1 billion in farm gate receipts, result in over \$18 billion in economic output and are responsible for over 75,000 jobs in the province." (Grain Farmers of Ontario)

AND WHEREAS "Canada is one of the largest agricultural producers and exporters in the world." (Wikipedia)

AND WHEREAS the "carbon tax" originates from the federal Greenhouse Gas Pollution Pricing Act which was passed in 2018. The fuel charge stemming from this act kicked in on April 1, 2019 in Ontario due to the provincial government's scrapping of their "cap and trade" program in the autumn of 2017. There has been a broad-based push-back from the farming community and beyond with respect to why this tax was implemented in the farm community in the first place. There has been a persistent call for the elimination of the carbon tax on all farm use fuels. To date there has been no relief with respect to the carbon tax on farm use propane and natural gas for grain drying, heating barns and crop irrigation.

AND WHEREAS Senate Public Bill S-215 was brought forward early this spring by Senator Diane Griffin with calls for all Senators to support the Bill which would exempt propane and natural gas from the carbon tax. Bill C-206 was tabled by MPP Philip Lawrence and is similar in nature to Bill S-215. Jeff Nielsen, Chair, Grain Growers of Canada, stated that, "Given the clear desire for this legislative change in both Chambers and across Party lines, our hope is that the federal government would include broader exemptions for all fuels used in farming operations in the Budget Implementation Act – once tabled. This is not about politics. This is about the sustainability of the family farm in Canada." (Grain Growers of Canada)

AND WHEREAS what is at the heart of this exemption request is the recognition and understanding that farmers are primary producers and, for the most part, price takers and end users. They have no way to recoup this cost. Everyone in the chain above can recover the cost of the carbon tax paid by them by passing it on (i.e. billing the farmer for it) but farmers have no way to recoup this cost because they cannot set prices in a global market (but must try to remain competitive in that market). It is the reason why gasoline and diesel fuel for farm use have been exempted from carbon tax pricing. The same logic should apply to farm use propane and natural gas. Grain must be dried. Barns must be heated. Crops must be irrigated. These are not optional activities and, at the present time, there are no viable replacements for fossil fuels to dry the crops, heat the barns and irrigate the crops.

AND WHEREAS to further complicate matters, greenhouses have been extended an exemption on the carbon tax on propane and natural gas for the exclusive purposes of heating greenhouses and/or generating carbon dioxide (CO<sub>2</sub>). These greenhouse purposes are 80% exempt. Partial relief of the fuel charge (i.e. 80%) applies to propane that is exclusively for use in the operation of a commercial greenhouse for growing any plants, including vegetables, fruits, bedding plants, cut flowers, ornamental plants, tree seedlings and medicinal plants. In order for relief to be available, all or substantially all of the greenhouse building must be used for the growing of plants.

AND WHEREAS our federal government continues to agree that the carbon tax plan for farmers will not change. Federal Minister of Agriculture, the Honourable Marie-Claude Bibeau, has stated that she does not have a business case to justify an exemption and that the carbon tax is not a significant factor

(<https://www.realagriculture.com/2020/06/carbon-tax-on-grain-drying-fuel-not-significant-enough-to-qualify-for-an-exemption-bibeau-says/>).

AND WHEREAS it is important to note that all farm use natural gas and propane is subject to the carbon tax – the carbon tax on grain drying at commercial dryer/elevator systems can and is being passed on to farmers and sits on their bottom line.

THEREFORE LET IT BE RESOLVED that the Township of Ashfield-Colborne-Wawanosh asks that the federal government of Canada (the Minister of Agriculture and Agri-Food Canada, the Honourable Marie-Claude Bibeau, the Federal House of Commons Agriculture Committee, our Prime Minister, the Right Honourable Justin Trudeau) support the broad based call to exempt farmers from paying the carbon tax on farm use propane and natural gas.

AND BE IT FURTHER RESOLVED THAT a copy of this motion be sent to Lisa Thompson, MPP for Huron-Bruce, and Ben Lobb MP for Huron-Bruce,

AND BE IT FURTHER RESOLVED that a copy of this motion be sent to all lower tier municipalities in the County of Huron and the Western Ontario Wardens' Caucus for their consideration.

Carried.

### 13.0 IN-CAMERA / CLOSED SESSION

No items scheduled.

### 14.0 BY-LAWS

#### 14.1 Equipment Operator / Labourer Appointment By-Law (Scott Rintoul)

Moved by Vanstone  
Seconded by Snobelen

EQUIPMENT #9  
OPERATEO  
R  
LABOURER  
APPOINTME  
NT BY-LAW

THAT leave be given to introduce By-Law #53-2020 being a by-law to appoint Scott Rintoul as an Equipment Operator / Labourer, and that it now be read severally a first, second, and third time, and finally passed this 11<sup>th</sup> day of August 2020.

Carried.

#### 14.2 Groener / Township Agreement By-Law

Moved by Watt  
Seconded by Miltenburg

GROENER / #10  
TOWNSHIP  
AGREEMEN  
T BY-LAW

THAT leave be given to introduce By-Law #49-2020 being a by-law to authorize a certain between Hans Groener and the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 11<sup>th</sup> day of August 2020.

Carried.

#### 14.3 Fire Recovery of Costs By-Law

Moved by Forster  
Seconded by Fisher

FIRE #11  
RECOVERY  
OF COSTS  
BY-LAW

THAT leave be given to introduce By-Law #51-2020 being a by-law to provide for the recovery of costs related to any action of a Fire Service within the Township of Ashfield-Colborne-Wawanosh, and that it now be read severally a first, second, and third time, and finally passed this 11<sup>th</sup> day of August 2020.

Carried.

14.4 Confirmation By-Law

Moved by Miltenburg  
Seconded by Watt

CONFIRMATION BY-LAW #12

THAT leave be given to introduce By-Law #50-2020 being a by-law to confirm the proceedings of the Township of Ashfield-Colborne-Wawanosh meeting held on August 11, 2020, and that it now be read severally a first, second, and third time, and finally passed this 11<sup>th</sup> day of August 2020.

Carried.

15.0 ADJOURNMENT

Moved by Snobelen  
Seconded by Vanstone

ADJOURN #13

THAT Ashfield-Colborne-Wawanosh Township Council does now adjourn to meet again on September 1, 2020 at 9:00 a.m. or at the Call of the Mayor.

Carried.



## PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

Phone: 519.524.8394 Ext. 3 Fax: 519.524.5677

Toll Free: 1.888.524.8394 Ext. 3

www.huroncounty.ca

To: Township of Ashfield-Colborne-Wawanosh, Mayor, and Members of Council  
 From: Celina Whaling-Rae, Planner  
 Date: August 26, 2020

**Re: Zoning By-law Amendment Application Z02-20**  
 Maitland Concession, Part Lot 29, Colborne, Township of Ashfield-Colborne-Wawanosh,  
 known municipally as 81003 River Line

**Owner/Applicant:** Jason & Julie Otten

This report is submitted to Ashfield-Colborne-Wawanosh (ACW) Council for the Council Meeting on September 1, 2020.

### RECOMMENDATION

It is recommended that Zoning By-law Amendment Application Z02-20 be approved.

### PURPOSE

The purpose and effect of the proposed Zoning By-law Amendment is to change the zoning on a portion of the subject property from 'Natural Environment (NE1)' to 'Natural Environment – Special Zone – Holding (NE1-45-h)' to allow a residence and accessory structures to be constructed.

### REVIEW

The subject property is adjacent to the Maitland River. It is 50 acres in size, and is zoned 'Natural Environment (NE1)' with Conservation Authority Regulated Lands (CARL) in the ACW Zoning By-law (Zone Map 15). It is designated Natural Environment in the ACW Official Plan.

The area of the property proposed for the zoning by-law amendment, as seen in Figure 1, is 1.38 acres. The NE1 zone does not permit the construction of buildings for residential purposes. The NE1-45 special zone proposes to permit a single detached residence and accessory buildings, subject to the provisions of Section 6 (AG4 zone provisions) of the ACW Zoning By-law. Notwithstanding Section 6.4 to the contrary, all structures shall be subject to a zone setback of 0.5 metres. All proposed structures will be required to be constructed within the subject special zone.

As noted in Figure 1, the property to the east of the subject property contained natural environment features, while the property to the north is used for agriculture. Moreover, the shared lot lines with the subject properties are heavily treed. As such, the reduced setbacks do not pose any negative impacts on adjacent neighbours, and will allow the applicants to utilize as much of the available building envelope within the special zone as possible.

The applicants have worked extensively with the Huron County Forester and Huron County Biologist/Stewardship Coordinator since purchasing the subject property. In lieu of an Environmental Impact Study, the applicants retained the services of a Registered Professional Forester to develop a Forest Management Plan. The Forest Management Plan outlines the ways in which portions of the property damaged by the 2011 tornado may be rehabilitated, in addition to identifying present invasive species and providing a strategy for their removal. Marcus Maddalena, the Huron County Biologist & Stewardship Coordinator has confirmed that any outstanding natural heritage concerns with the proposal can be addressed through:

- The implementation of the Forest Management Plan;
- The preservation of the mature trees; and
- The preservation of an existing foundation outside the area proposed for re-zoning as a potential habitat for native snakes.

Comments were also received from Maitland Valley Conservation Authority and ACW Staff. None of the aforementioned have further concerns. No comments were received by neighbours.

Prior to the –h holding zone being lifted, the applicants would be required to enter into a Development Agreement with the Township to specify road standards and forest management, as well as submit a survey of the special zone. River Line is not built to a municipal standard to the property's point of access. The Development Agreement will outline the agreed upon development standard to which River Line will be constructed by the applicants. Section 3.21 of the ACW Zoning By-law currently stipulates that that no personal shall erect a building or structure on any lot until said lot fronts on a public road and said public road is of satisfactory construction. Once River Line is developed to the aforementioned standard, the applicants would be eligible to apply for the –h holding zone to be lifted.

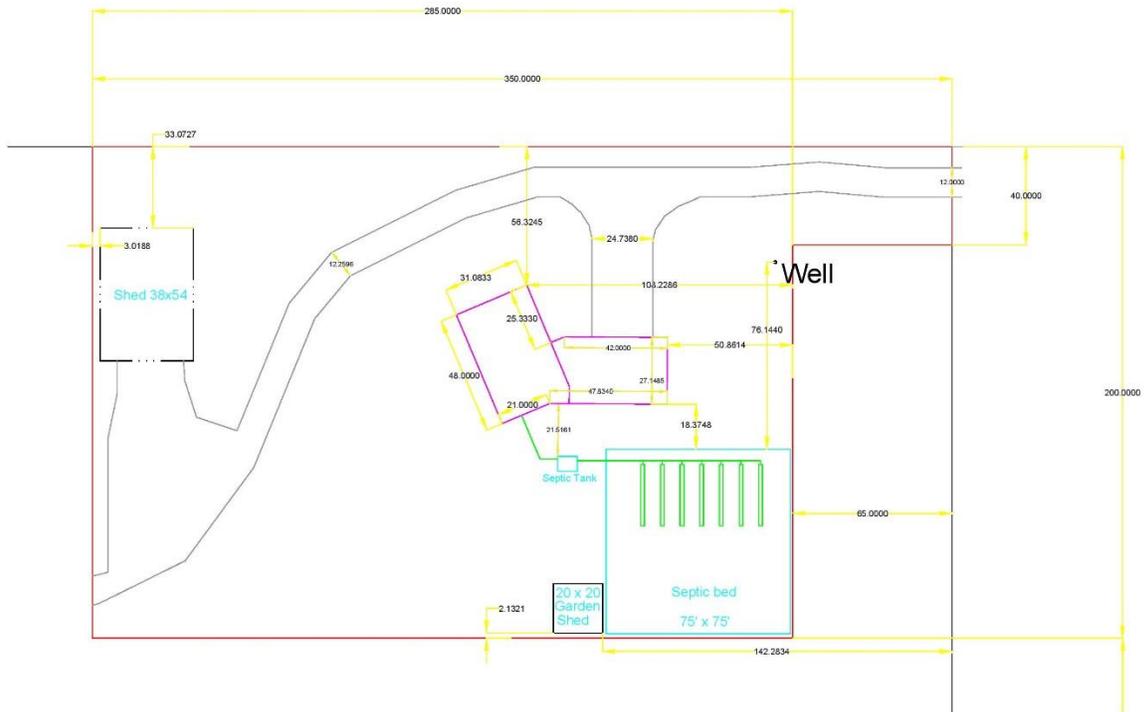
**Figure 1:** *Aerial Photo of Subject Property (proposed area to be rezoned outlined in red)*



**Figure 2:** *Aerial of Area Proposed to Be Rezoned*



**Figure 3: Site Plan Submitted by the Applicants**



**COMMENTS**

	Not Received	No Concerns	Concerns	See Conditions / Comment
Neighbours	✓			
ACW Staff		✓		A Development Agreement will need to be entered into prior to the lifting of the holding zone, with regard to road development and forest management. A survey of the special zone will also be required.
Maitland Valley Conservation Authority		✓		No natural hazards concerns with the proposal.
Marcus Maddalena, Huron County Biologist & Stewardship Coordinator		✓		Natural heritage concerns are addressed through the implementation of the prescribed forest management plan, which will result in the rehabilitation of the property and the removal of invasive street. It is further requested that an existing foundation be left in place for snake habitat.

**SUMMARY**

It is recommended that Zoning By-law Amendment application Z02-20 be approved.

Sincerely,

*Celina Whaling-Rae*

Celina Whaling-Rae  
Planner

**Effect of Public and Agency Comments on Decision of Council to the Planning application  
(Pursuant to Sections 17, 22, 34, 35, 45, 51 and 53 of the Planning Act, RSO, 1990, as amended)**

	<b>A. Effect of Public Comments on Decision of Council</b>	<b>B. Effect of Agency Comments on Decision of Council (e.g. Planning, Public Works, Health Unit)</b>
<b>1. Council agrees with effects of input as contained in the planning report</b>	Council concurs with the planning report regarding the effect of public and agency comments on the decision.	
<b>2. No comments received</b>	No public comments were received on this application so there was no effect on the decision.	No agency comments were received on this application so there was no effect on the decision.
<b>3. Supportive comments received</b>	Public comments were received in support of the application, the effect of which resulted in a decision to approve the application.	Agency comments were received in support of the application, the effect of which resulted in a decision to approve the application.
<b>4. Concerns raised were addressed through conditions to approval or changes to mapping or text amendment</b>	Public comments were received on the issue(s) of _____. The comments were address through (conditions to approval/changes to the mapping or text of the amendment).	Comments were received from agencies on the issues of _____. The comments were addressed through (conditions to approval/changes to the mapping or text of the amendment).
<b>5. Concerns raised did not influence the decision</b>	Public comments were received on the issue(s) of _____. Comments were thoroughly considered but the effect did not influence the decision of Council to (approve/deny) the application.	Comments were received from agencies identifying the issue(s) of _____. Comments were thoroughly considered but the effect did not influence the decision of Council to (approve/deny) the application.
<b>6. Concerns raised did influence the decision</b>	Public comments were received on the issue(s) of _____, the effect of which influenced the decision of Council to (approve/deny) the application.	Agency comments were received on the issue(s) of _____, the effect of which influenced the decision of Council to (approve/deny) the application.
<b>7. Comments received in support and opposition to the application</b>	Options from above 1A/3A/4A/5A/6A	Options from above 1B/3B/4B/5B/6B
<b>8. Other</b>	Additional wording deemed appropriate by Council	Additional wording deemed appropriate by Council



## PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

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

**To:** Celina Whaling-Rae, Planner, County of Huron, via email  
**CC:** Jason Otten, Applicant, via email  
Florence Witherspoon, Clerk, Township of Ashfield-Colborne-Wawanosh, via email  
Patrick Huber-Kidby, Environmental Planner/Regulations Officer, MVCA, via email  
**From:** Marcus Maddalena, County Biologist/Stewardship Coordinator, County of Huron  
**Date:** August 26<sup>th</sup>, 2020  
**Subject:** Natural Heritage Comments Regarding Colborne Part Lot 28, 81003 River Line

---

The County of Huron has reviewed the above noted application with respect to Provincial and Municipal Policies and associated mapping related to Natural Heritage features. We offer the following comments based on our review.

It is our understanding that the proposed zoning bylaw amendment will re-zone an approximately 1.37 acre portion of the property from NE1 to NE1-45-H, permitting a new residence, septic system, and accessory structures.

### *Natural Heritage*

The property in question is zoned NE1, which does permit change of use (ACW Official Plan Section 6.4.5) prior to demonstrating that no negative impacts on the natural features or ecological functions of the area will result. ACW Official Plan Mapping (Appendix 4 and 5) identifies the NE1 Zoned area on this property as Significant Woodland and Significant Wildlife Habitat. Development is not permitted in areas with Significant Wildlife Habitat and/or Woodland or adjacent lands (considered to be within 50m) (ACW Official Plan, Section 6.4.7).

The proposed rezoning largely includes an already cleared area at the entrance to the property. The area considered adjacent lands has abundant non-native and invasive species (notably Garlic Mustard (*Alliaria petiolata*), Preiwinkle (*Vinca sp.*), European Buckthorn (*Rhamnus cathartica*), Goutweed (*Aegopodium podagaria*). Each of these species has the potential to spread rapidly and fundamentally alter woodland understory and/or sub-canopy, resulting in changes to native plant communities. The property has also been severely damaged by a tornado, and blowdown of mature trees is of concern as it may facilitate further spread of these species.

The applicants have demonstrated their willingness to rehabilitate tornado damaged areas of the property and remove invasive species, and have worked with a Registered Professional Forester to develop a Forest Management Plan with these goals. The applicants have also indicated that all

landscaping will include native pollinator friendly species to prevent further invasive species establishment.

*Recommendation*

Based on our review of the proposed zoning bylaw amendment and the associated Natural Heritage features, we believe any natural heritage concerns can be abated through measures proposed or agreed upon by the applicants. As such we have no concerns with the proposed zoning bylaw, provided the following measures are adhered to:

- No removal of mature trees occurs outside of the rezoned area for the purposes of development, and those in the rezoned area are preserved as indicated by the applicants (most notably mature locust trees adjacent to the road right of way).
- No alterations are made to the stone barn foundation in the adjacent lands as to preserve any potential snake hibernacula.
- The applicants continue to implement the activities outlined in their Forest Management Plan
- The applicants undertake efforts to remove invasive species mentioned earlier, as indicated through correspondence with the County of Huron as in their Forest Management Plan.

Thank you for the opportunity to comment on this application. If you have any questions, please contact the County Planning Department.

Regards,



Marcus Maddalena, County Biologist/Stewardship Coordinator

**MEMORANDUM**

**TO:** Florence Witherspoon, Clerk, Township of Ashfield-Colborne-Wawanosh, via email

**CC:** Jason Otten, applicant, via email  
Marcus Maddalena, Biologist, County of Huron, via email  
Celina Whaling-Rae, Planner, County of Huron, via email

**FROM:** Patrick Huber-Kidby, Environmental Planner/Regulations Officer, MVCA

**DATE:** August 17, 2020

**SUBJECT:** Application for Zoning By-law Amendment: Z02-20 (ACW)  
Part Lot 29, Maitland Concession, Colborne Ward – Township of Ashfield-Colborne-Wawanosh, County of Huron; known as 81003 River Line

---

The Maitland Valley Conservation Authority (MVCA) has reviewed the above-noted application with respect to natural hazards in accordance with our Memorandum of Understanding with the County of Huron; and in accordance with our delegated responsibility for representing the “Provincial Interest” for natural hazards; and relative to MVCA policies made under *Ontario Regulation 164/06 (Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation)*. Based on our review, we offer the following comments.

It is our understanding the purpose of the zoning by-law amendment is to change a portion of the property from NE1, to NE1-45-H to permit a new residence, septic system and accessory structures.

**Natural Hazards:**

The subject property features floodplain, river valley, watercourse and wetland. These areas are subject to flooding and/or erosion hazards.

MVCA is satisfied the locations of the residence, septic system, and accessory structures as these locations pertain to the natural hazards present on the property.

**MVCA Regulated Lands:**

The subject property features watercourse, one zone floodplain, river valley lands, and wetlands; watercourse, plus 15 meters from the stable top of bank of the watercourse; floodplains, plus 15 meters of adjacent land from the boundary of the floodplain; river valleys plus 15 meters from stable top of bank, and non-provincially significant wetlands plus 30 meters from the boundary of the wetland, are regulated by the Maitland Valley Conservation Authority (MVCA). Subject to the regulation, any proposed development (construction, reconstruction, filling and/or site grading) interference and/or site alteration within MVCA’s regulated area must be reviewed and approved by MVCA prior to any works beginning.

No works are proposed as part of this application contrary to what can be permitted under *Ontario Regulation 164/06*.

**Recommendation:**

Based upon our review of the proposal for which this amendment is required MVCA has no objection to the Zoning By-law Amendment Z02-20 (ACW), it is in conformance with the Natural Hazard policies of the Provincial Policy Statement, 2020.

We have not received our \$240.00 fee for our review of this application. As such we will invoice the applicant directly.

Thank you for the opportunity to comment at this time.



Township of Ashfield-Colborne-Wawanosh  
82133 Council Line, RR5  
Goderich, ON N7A 3Y2  
[www.acwtownship.ca](http://www.acwtownship.ca)  
519-524-4669

August 12, 2020  
**FILE: ACW Z02-20 Otten**

## Notice of Public Meeting

### For a Proposed Zoning By-law Amendment Application

Planning Act, R.S.O. 1990, cP. 13., S. 34

A change is proposed in your neighbourhood. A Zoning By-law Amendment application has been received that, if approved, would change the zoning on a portion of the subject property to allow for the construction of a single detached residence and accessory buildings.

You are being notified of this application because your name appears on the assessment roll for properties within 120 metres of the subject lands, or you are an agency requiring notice.

**You are invited to participate in an online Public Meeting on Tuesday, September 1st, 2020 at 9:00am.** During this time, the Township of Ashfield-Colborne-Wawanosh Council will be considering the change.



Owner/Applicant: Jason and Julie Otten

Location of Property: CON Maitland Part Lot 29, Colborne (81003 River Line)

## The Proposed Change

The purpose and effect of the proposed Zoning By-law Amendment (Application ACW Z02-20) is to change the zoning on a portion of the subject property from 'Natural Environment (NE1)' to 'Natural Environment – Special – Holding (NE1-45-H)' to permit a single detached residence and accessory buildings, subject to the provisions of Section 6 (AG4 zone provisions) of the zoning by-law. Notwithstanding Section 6.4 to the contrary, all structures shall be subject to a zone setback of 0.5 metres.

The holding zone shall be applied to the subject special zone until a i) development agreement has been entered into between the owners and the Township of Ashfield-Colborne-Wawanosh with regard to road development and forest management, and ii) road frontage is achieved. The zoning change applies to 1.37 acres of this 50 acre parcel.

Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh considered this application to be complete on July 20, 2020.

Maps showing the general location of the lands to which this Zoning By-law Amendment apply are shown in the draft by-law attached to this Notice.

## Learn More

Further information regarding this application can be found at <http://www.acwtownship.ca/property-development/planning-applications/>. Questions may be directed to the Planner Celina Whaling-Rae at [cwhalingrae@huroncounty.ca](mailto:cwhalingrae@huroncounty.ca) or by phoning 519-524-8394 extension 3. Once the municipal office re-opens, information about the application can also be obtained in-person between the hours of 8:30am and 4:00pm.

## Have Your Say

Any person may attend the public meeting and/or make written or verbal representation, either in support of, or in opposition to, the proposed zoning by-law amendment.

Comments and opinions submitted on this proposal, including the originator's name and address, become part of the public record, and may be viewed by the general public and may be published in a planning report and Council agenda.

1. You can submit comments, objections or concerns by mail (address above) or email to [clerk@acwtownship.ca](mailto:clerk@acwtownship.ca)
2. You can speak during the online public meeting. \*Individuals are strongly encouraged to submit their comments prior to the meeting for consideration.

## How to Access the Public Meeting

As a result of the COVID-19 Pandemic, the Township of Ashfield-Colborne-Wawanosh has closed the municipal office to the public. The Public Meeting will be held in electronic format.

You are entitled to attend this public meeting electronically to express your views about this application, or you may be represented by counsel for that purpose.

For information on how to participate in the Public Meeting, please visit the municipal website at <http://www.acwtownship.ca/council/council-agendas-4/>. Details on participating in the electronic meeting will be provided when the agenda is published at the end of the business day on the Friday before the meeting. If you have any questions regarding how to participate in the meeting, please phone the municipal office at 519-524-4669.

## Stay Informed

If you would like to be notified of the decision, you must make a written request to the Planning Advisory Committee at the municipal address above, or through email to [clerk@acwtownship.ca](mailto:clerk@acwtownship.ca). This will also entitle you to be advised of a possible Local Planning Appeal Tribunal hearing if the decision of this application is appealed.

## Your Rights

The applicant, the Minister of Municipal Affairs & Housing, or any other person or public body who has an interest in this matter may, within 20 days of the making of the decision, appeal to the Tribunal against the decision of the Committee. This may be done by filing with Clerk a Notice of Appeal setting out the objection to the decision and the reasons in support of the objection. This must be accompanied by payment to the Secretary-Treasurer of the fee charged by the Tribunal under the Local Planning Appeal Tribunal Act, 2017 as payable on an appeal from a Planning Advisory Committee to the Tribunal, in accordance with Section 34 of the Planning Act. For more information, please visit the Local Planning Appeal Tribunal website at <https://elto.gov.on.ca/tribunals/lpat>.



THE CORPORATION OF THE TOWNSHIP OF  
ASHFIELD-COLBORNE-WAWANOSH

**BY-LAW NUMBER 57-2020**

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**BEING A BY-LAW** to amend the Zoning By-law 32-2008 for the Township of Ashfield-Colborne-Wawanosh.

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**WHEREAS** the Municipal Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh considers it advisable to amend Zoning By-law 32-2008, as amended, of the Corporation of the Township of Ashfield-Colborne-Wawanosh and;

**NOW THEREFORE**, the Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh **ENACTS** as follows:

1. This by-law shall apply to Concession Maitland, Part Lot 29 (Colborne), Township of Ashfield-Colborne-Wawanosh; as described and shown on the attached Schedules 1, 2, 3 & 4.
2. By-law 32-2008 is hereby amended by changing on the attached Schedule 3 from 'Natural Environment (NE1)' to 'Natural Environment – Special - Holding (NE1-45-H)' the zone symbol on the lands designated 'zone change to NE1-45-H'.
3. Section 7.5, NE1 Special Zones of By-Law 32-2008 is hereby amended by adding the following sub-section:

*“NE1-45-H*

*Notwithstanding the provisions of Section 7.1 and 7.2 of this by-law to the contrary, the area zoned NE1-45 may be used for one single detached residence and accessory buildings, subject to the provisions of Section 6 (AG4 zone provisions). Notwithstanding Section 6.4 of this by-law to the contrary, all structures shall be subject to a zone setback of 0.5 metres. A Holding shall be applied to the subject special zone until:*

- *A Development Agreement has been entered into between the owners and the Township of Ashfield-Colborne-Wawanosh with regard to site development and forest management, and;*
- *When road frontage is achieved.*

*All other applicable provisions shall continue to apply.”*

4. Section By-law 32-2008, is hereby amended by replacing Key Map 15 with a new Key Map 15, as attached on Schedule 3, which is declared to be part of this by-law.
5. All other provisions of By-law 32-2008 shall apply.
6. This by-law shall come into force upon final passing, pursuant to Section 34(21) of the Planning Act, RSO 1990, as amended.

**Read a FIRST and SECOND time this 1<sup>st</sup> day of September 2020.**

**Read a THIRD TIME and FINALLY PASSED this 1<sup>st</sup> day of September 2020.**

---

**Glen McNeil, Mayor**

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**Mark Becker, CAO/Deputy Clerk**

THE CORPORATION OF THE TOWNSHIP OF  
ASHFIELD-COLBORNE-WAWANOSH  
**SCHEDULE 1**  
**BY-LAW NUMBER 57-2020**

By-law 57-2020 has the following purpose and effect:

1. The zoning by-law (*application #: ACW Z02-20*) changes the zoning on a portion of Concession Maitland, Part Lot 29 (Colborne), Township of Ashfield-Colborne-Wawanosh.

The purpose and effect of this Zoning By-law Amendment is to change the zoning on the portion of the property from 'Natural Environment (NE1) to Natural Environment – Special - Holding (NE1-45-H) to permit a single detached residence and accessory buildings

The special zone would subject the aforementioned structures to the provisions of Section 6 (AG4 zone provisions). Notwithstanding Section 6.4, a zone setback of 0.5 metres for all structures would be permitted.

The Holding zone shall apply until a Development Agreement has been entered into between the owners and the Township of Ashfield-Colborne-Wawanosh with regard to site development and forest management, and when road frontage is achieved.

All other provisions of the Township of Ashfield-Colborne-Wawanosh Zoning By-law 32-2008 shall apply.

2. This by-law amends the Zoning By-law of the Corporation of the Township of Ashfield-Colborne-Wawanosh (32-2008).
3. The location map and key maps showing the location to which this by-law applies are found on the following pages and are entitled Schedule 2, 3 & 4.

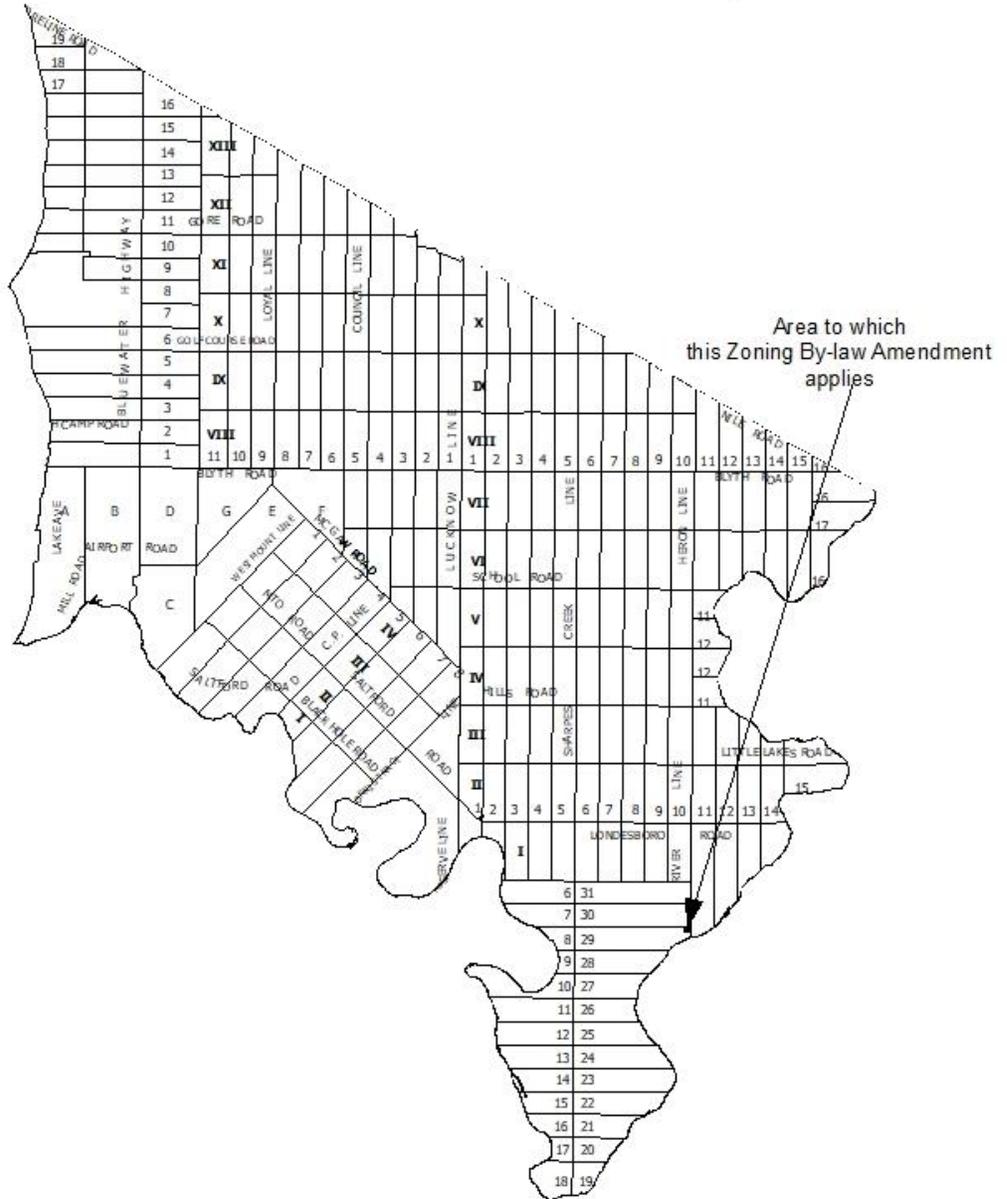
THE CORPORATION OF THE TOWNSHIP OF  
 ASHFIELD-COLBORNE-WAWANOSH  
**SCHEDULE 2**  
**BY-LAW NUMBER 57-2020**



0 1,500 3,000 4,500 6,000 Meters

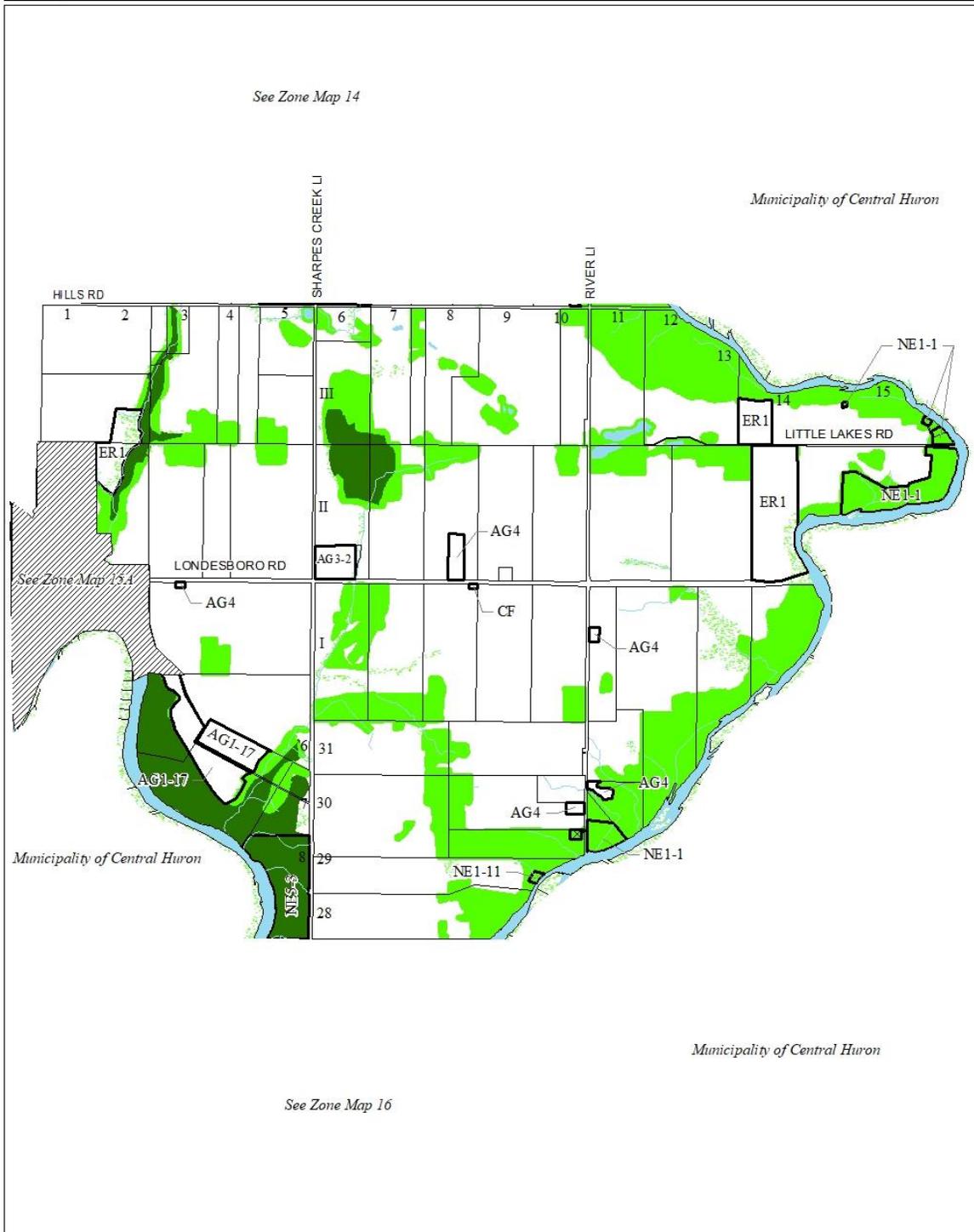


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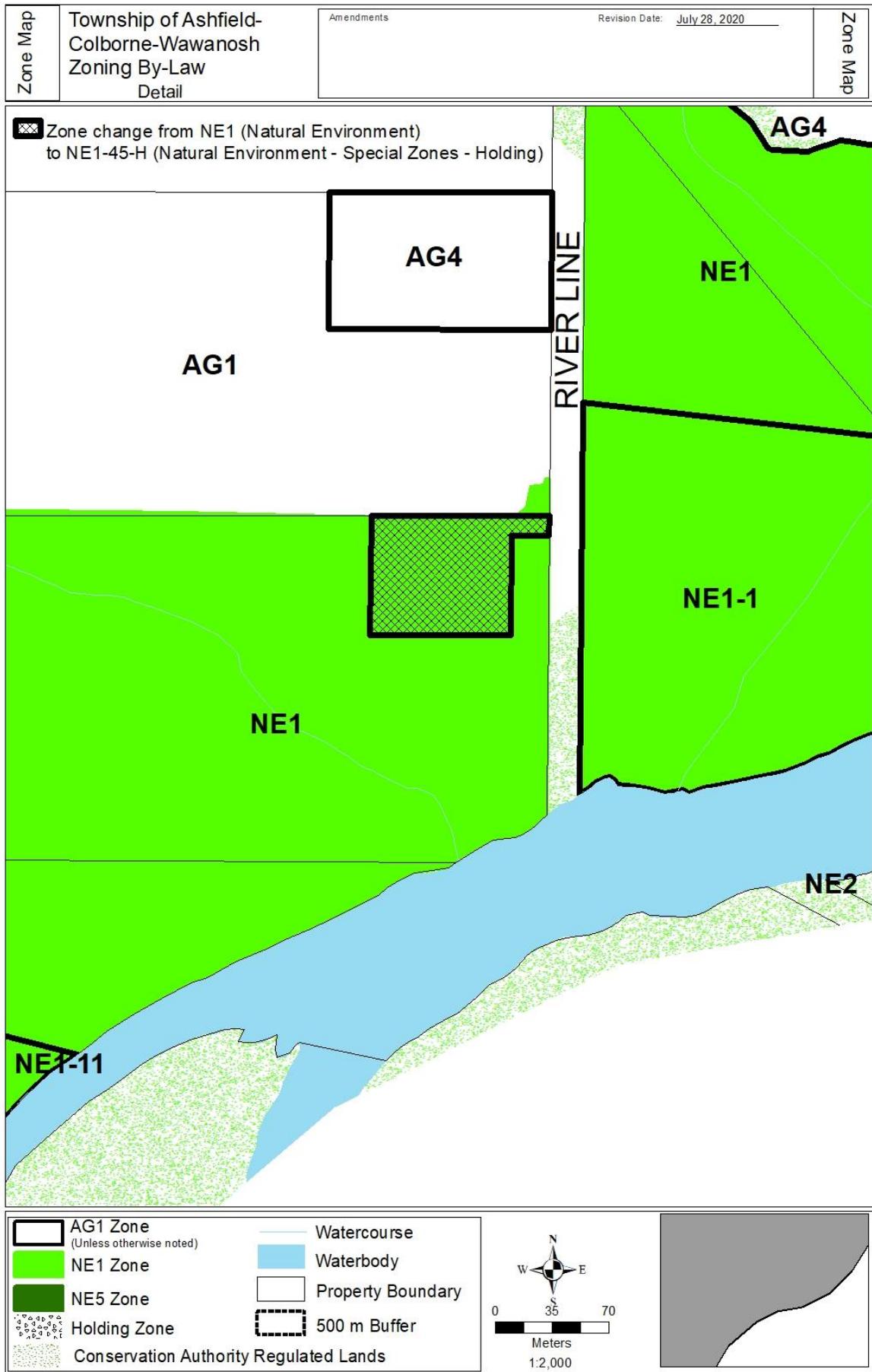
**THE CORPORATION OF THE TOWNSHIP OF  
ASHFIELD-COLBORNE-WAWANOSH  
SCHEDULE 3  
BY-LAW NUMBER 57-2020**

<b>Zone Map 15</b>	<b>Township of Ashfield-Colborne-Wawanosh Zoning By-Law</b>	Amendments Revision Date: <u>July 28, 2020</u>	<b>Zone Map 15</b>
Zone change from NE1 (Natural Environment) to NE1-45-H (Natural Environment - Special Zones - Holding)			



<ul style="list-style-type: none"> <li> AG1 Zone (Unless otherwise noted)</li> <li> NE1 Zone</li> <li> NE5 Zone</li> <li> Holding Zone</li> <li> Conservation Authority Regulated Lands</li> </ul>	<ul style="list-style-type: none"> <li> Watercourse</li> <li> Waterbody</li> <li> Property Boundary</li> <li> 500 m Buffer</li> </ul>	<p>Meters 1:27,000</p>
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THE CORPORATION OF THE TOWNSHIP OF  
 ASHFIELD-COLBORNE-WAWANOSH  
**SCHEDULE 4**  
**BY-LAW NUMBER 57-2020**



Meters  
1:2,000

Application for Official Plan &/or Zoning By-law Amendment

<b>For office use only</b>	File # <u>ACW Z02-20 Otten</u>
Received <u>July 17, 2020</u>	, 20 <u>    </u>
Considered Complete <u>July 17, 2020</u>	, 20 <u>    </u>

MUNICIPALITY OF Huron

Application for Official Plan and/or Zoning By-law Amendment

A. THE AMENDMENT

1. TYPE OF AMENDMENT?

Official Plan Amendment [  ]      Zoning By-law Amendment [  ]      Both [  ]

2. WHAT IS THE PURPOSE OF AND REASONS FOR THE PROPOSED AMENDMENT(S)?

0

Construct a new house and accessory buildings  
in a NE.

Application for Official Plan &/or Zoning By-law Amendment

B. GENERAL INFORMATION

3. APPLICANT INFORMATION

- a) Registered Owner's Name(s): Jason Otten  
 Address: 196151 19th Line, Thamesford  
 Phone: Home ~~226~~ 226-998-3632 Work ( ) Fax ( )  
 Email: otten-jason@hotmail.com Cell ( )
- b) Applicant (Agent) Name(s): Julie Otten  
 Address: 196151 19th Line, Thamesford, Ont.  
 Phone: Home 226 998-8632 Work ( ) Fax ( )  
 Email: julie18@rogers.com Cell ( )
- c) Name, Address, Phone of all persons having any mortgage, charge, debenture or encumbrance on the property:  
& Julie and Jason Otten.
- d) Send Correspondence To? Owner  Agent [ ] Other [ ]

4. WHAT AREA DOES THE AMENDMENT COVER?

- a) [ ] the "entire" property or
- b)  just a "portion" of the property

5. PROVIDE A DESCRIPTION OF THE ENTIRE PROPERTY:

Ward: Colborne  
 911 Address and Road Name: 81003 River Line, Goderich, Ont.  
 Roll Number (if available): 40 70 31 001 405 000  
 Concession: MTLND Lot: PT LOT 29 Registered Plan No.: N.A.  
 Area: 50 hectares Depth: ~~3000~~ 3000 metres feet Frontage (Width): 600 metres feet.

6. IS ANY OF THE LAND IN WELLHEAD PROTECTION AREA C? Yes  No  Unknown

If Yes,  
 please obtain a Restricted Land Use Permit from the Risk Management Official.  
 If Unknown, please consult with your Municipal Planner and obtain a Restricted Land Use Permit if necessary.

7. PROVIDE A DESCRIPTION OF THE AREA TO BE AMENDED IF ONLY A 'PORTION' OF THE PROPERTY:

Area: 1.38 hectares Depth: 350 metres feet Frontage (Width): 40 metres feet.

8. WHAT IS THE CURRENT PLANNING STATUS?

Natural Environment

Application for Official Plan &/or Zoning By-law Amendment

Official Plan Designation: Natural Environment

Zoning: NE 1

9. LIST LAND USES THAT ARE PERMITTED BY CURRENT OFFICIAL PLAN DESIGNATION:

Forestry

C. EXISTING AND PROPOSED LAND USES AND BUILDINGS

10. WHAT IS THE "EXISTING" USE OF THE LAND?

Forestry, Conservation.

How long have the existing uses continued on the subject land: prior to purchase.

11. WHAT IS THE "PROPOSED" USE OF THE LAND?

Forestry, Residential

PROVIDE THE FOLLOWING DETAILS FOR ALL BUILDINGS: (Use a separate page if necessary)

Are any buildings proposed to be built on the subject land: Yes [ ] No [ ]

	Existing	Proposed
a) Type of Building(s)		<u>House</u>
b) Main Building Height (m)		<u>~ 18 (m) feet</u>
c) % Lot Coverage		<u>4%</u>
d) # of Parking Spaces		<u>-</u>
e) # of Loading Spaces		<u>-</u>
f) Number of Floors		<u>walk out basement</u>
g) Total Floor Area (sq. m)		<u>1500 (sq. m) sq. feet.</u>
h) Ground Floor Area (exclude basement)		<u><del>1100</del> 1100 sq. feet.</u>
i) Building Dimensions		<u>31' x 48'</u>
j) Date of Construction		<u>future</u>
k) Setback from Buildings to:		
Front of Lot Line	<u>115'</u>	
Rear of Lot Line	<u>NA.</u>	
Side of Lot Line	<u>56.</u>	

# Application for Official Plan &/or Zoning By-law Amendment

## D. EXISTING AND PROPOSED SERVICES

### 12. INDICATE THE APPLICABLE WATER SUPPLY AND SEWAGE DISPOSAL:

	<u>Municipal Water</u>	<u>Communal Water</u>	<u>Private Well</u>	<u>Municipal Sewers</u>	<u>Communal Sewers</u>	<u>Private Septic</u>
a) Existing	[ ]	[ ]	[X]	[ ]	[ ]	[ ]
b) Proposed	[ ]	[ ]	[ ]	[ ]	[ ]	[X]
c) If the requested amendment would permit development on a privately owned and operated individual or communal septic system and more than 4500 litres of effluent would be produced per day as a result of the development being completed, the applicant must submit:						
N.A.	[ ]	a servicing options report; and				
	[ ]	a hydrogeological report.				

13. Will storm drainage be provided by:

Sewers	[ ]	
Ditches	[X]	
Swales	[ ]	
Other	[X]	Specify <u>Adjacent to Maitland River.</u>

Is storm drainage present or will it be constructed N.A.

### 14. TYPE OF ACCESS (CHECK APPROPRIATE SPACE)

<u>      </u> provincial highway	<u>      </u> municipal road, seasonally maintained
<u>      </u> county roads	<u>      </u> right of way
<u>✓</u> municipal roads, maintained all year	<u>      </u> water access

## E. OFFICIAL PLAN AMENDMENT — N.A.

(Proceed to Section F) if an Official Plan Amendment is not proposed).

### 15. DOES THE PROPOSED OFFICIAL PLAN AMENDMENT DO THE FOLLOWING?

Add a Land Use designation in the Official Plan	Yes [ ]	No [ ]	Unknown [ ]
Change a Land Use designation in the Official Plan	Yes [ ]	No [ ]	Unknown [ ]
Change a policy in the Official Plan	Yes [ ]	No [ ]	Unknown [ ]
Replace a policy in the Official Plan	Yes [ ]	No [ ]	Unknown [ ]
Delete a policy in the Official Plan	Yes [ ]	No [ ]	Unknown [ ]
Add a policy in the Official Plan	Yes [ ]	No [ ]	Unknown [ ]

### 16. IF APPLICABLE AND KNOWN AT TIME OF APPLICATION, PROVIDE THE FOLLOWING:

a) Section Number(s) of Policy to be Changed \_\_\_\_\_

b) Text of the proposed new policy attached on a separate page? Yes [ ] No [ ]

c) New designation name: \_\_\_\_\_

d) Map of proposed new Schedule attached on a separate page? Yes [ ] No [ ]

# Application for Official Plan &/or Zoning By-law Amendment

## 17. LIST PURPOSE OF AMENDMENT AND LAND USES THAT WOULD BE PERMITTED BY THE PROPOSED AMENDMENT:

*N.A.* \_\_\_\_\_

18. Does the requested amendment alter all or any part of the boundary of an area of settlement in a municipality or establish a new area of settlement in a municipality?

Yes [ ] No [ ]

If yes: Attach the current official plan policies, if any, dealing with the alteration or establishment of an area of settlement.

19. Does the requested amendment remove the subject land from any area of employment?

Yes [ ] No [ ]

If yes: Attach the current official plan policies, if any, dealing with the removal of land from an area of employment.

20. Is the requested amendment consistent with the Provincial Policy Statement issued under Section 3 (1) of the Planning Act.

Yes [ ] No [ ] Unknown [ ]

## F. ZONING BY-LAW AMENDMENT

(Proceed to Question 29 (Drawing) if a Zoning By-law Amendment is not proposed).

### 21. DOES THE PROPOSED ZONING BY-LAW AMENDMENT DO THE FOLLOWING?

Add or change zoning designation in the Zoning By-law	Yes [ ]	No [ ]	Unknown [ ]
Change a zoning provision in the Zoning By-law	Yes [✓]	No [ ]	Unknown [ ]
Replace a zoning provision in the Zoning By-law	Yes [ ]	No [ ]	Unknown [ ]
Delete a zoning provision in the Zoning By-law	Yes [ ]	No [ ]	Unknown [ ]
Add a zoning provision in the Zoning By-law	Yes [✓]	No [ ]	Unknown [ ]

### 22. IF APPLICABLE AND KNOWN AT TIME OF ZONING APPLICATION, PROVIDE THE FOLLOWING:

- a) Section Number(s) of provisions to be changed
- b) Text of the proposed new provision attached on a separate page? Yes [ ] No [ ]
- c) New zone name: \_\_\_\_\_
- d) Map of proposed new Key Map attached on a separate page? Yes [ ] No [ ]

### 23. LIST LAND USES PROPOSED BY ZONING AMENDMENT.

Residential.

- date the current owner acquired the subject land April, 2018

### 24. HAS THERE BEEN A PREVIOUS APPLICATION FOR REZONING UNDER SECTION 34 OF THE PLANNING ACT AFFECTING THE SUBJECT PROPERTY:

Yes [ ] No [X]

# Application for Official Plan &/or Zoning By-law Amendment

25. Is the intent of this application to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement?

Yes [ ] No [  ]

If yes: Attach details of the official plan or official plan amendment that deals with the matter.

26. Is the intent of this application to remove land from an area of employment?

Yes [ ] No [  ]

If yes: Attach details of the official plan or official plan amendment that deals with the matter.

27. Is the application for an amendment to the zoning by-law consistent with provincial policy statement issued under Section 3 (1) of the Planning Act.

Yes [  ] No [ ] Unknown [ ]

## G. SKETCH CHECKLIST

28. **ACCURATE, TO SCALE, DRAWING OR PROPOSAL:** (In the space below or on a separate page(s), please provide drawing of the proposal, preferably prepared by a qualified professional. In some cases, it may be more appropriate to prepare additional drawings at varying scales to better illustrate the proposal).

The application shall be accompanied by a clean, legible sketch sharing the following information. Failure to supply this information will result in a delay in processing the application.

A sketch showing in metric units:

- a) the boundaries and dimensions of the subject land;
- b) the location, size and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, rear lot line and side lot lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that
  - i) are located on the subject land and on land that is adjacent to it, and
  - ii) in the applicant's opinion may affect the application;
- d) the current uses of land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right of way;
- f) if access to the subject land will be by water only, the location of the parking and docking facilities to be used;
- g) the location and nature of any easement affecting the subject land

The drawing(s) should show (please use a survey if available):

- Property boundaries and dimensions
- Dimensions of area of amendment
- Distance from structures to lot lines
- Easements or restrictive covenants
- Building dimensions & location
- Neighbouring adjacent land uses
- Parking and loading areas
- Use of Neighbouring properties
- Public roads, allowances, rights of way
- Municipal Drains/Award Drains

# Application for Official Plan &/or Zoning By-law Amendment

- Wetlands, floodplain, wet areas
- Woodlots, forested areas, ANSI's, ESA's
- Driveways and lanes
- Other features (bridges, wells, railways, septic systems, springs, slopes, gravel pits)
- Natural watercourses
- North arrow

## H. OTHER RELATED PLANNING APPLICATIONS

29. HAS THE APPLICANT OR OWNER MADE APPLICATION FOR ANY OF THE FOLLOWING, EITHER ON OR WITHIN 120 METRES OF THE SUBJECT LAND?

Official Plan Amendment	Yes [ ]	No [X]
Zoning By-law Amendment	Yes [ ]	No [X]
Minor Variance	Yes [ ]	No [X]
Plan of Subdivision	Yes [ ]	No [X]
Consent (Severance)	Yes [ ]	No [X]
Site Plan Control	Yes [ ]	No [X]

30. IF THE ANSWER TO QUESTION 29 (above) IS YES, PLEASE PROVIDE THE FOLLOWING INFORMATION:

File No. of Application: \_\_\_\_\_  
Approval Authority: \_\_\_\_\_  
Lands Subject to Application: \_\_\_\_\_  
Purpose of Application: \_\_\_\_\_  
Status of Application: \_\_\_\_\_  
Effect on the Current Application for Amendment: \_\_\_\_\_

N/A.

## I. OTHER SUPPORTING INFORMATION

31. PLEASE LIST THE TITLES OF ANY SUPPORTING OR ATTACHED DOCUMENTS:

(e.g. Environmental Impacts Study, Hydrogeological Report, Traffic Study, Market Area Study, Aggregate License Report, Stormwater Management Report etc. It is recognized that the applicant meet with planning staff to attempt to determine the supporting documents that will be required).

- 1) Planning Template for Stewardship Plan for Natural Areas
- 2) Stage 1 & 2 Archaeological Assessment Rezoning Application
- 3) Lot layout CAD Drawings.

## J. PRE-SUBMISSION CONSULTATION

32. Applicants are strongly encouraged to contact the County and speak/meet with the Planner to the Municipality before submitting an application for information.

Date of Applicant's consultation meeting with County Planner: Visit to property - Oct 24, 2019  
Meeting e township - Jan. 24th, 2020

Has the Planner advised the Applicant that this application needs to be reviewed by the Huron County Stewardship Coordinator for comments on Natural Heritage matters. YES, Marcus Maddalena - See letter.

# Application for Official Plan &/or Zoning By-law Amendment

Yes  (submit a fee of \$212.00 made payable to the Treasurer, County of Huron)      No

## **K. PUBLIC CONSULTATION STRATEGY**

**33. PLEASE OUTLINE YOUR PROPOSED STRATEGY FOR CONSULTING WITH THE PUBLIC WITH RESPECT TO THIS AMENDMENT REQUEST:**  
*(e.g. individual contact, hold a neighbourhood meeting, telephone conversation, letter explaining proposal & inviting questions/comments, website/internet, etc.).*

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## **L. AUTHORIZATION FOR AGENT/SOLICITOR TO ACT FOR OWNER;**

*(If affidavit (K) is signed by an Agent/Solicitor on Owner's behalf, the Owner's written authorization below **must** be completed).*

I (we) \_\_\_\_\_ of the \_\_\_\_\_ of \_\_\_\_\_ County/Region

of \_\_\_\_\_ do hereby authorize \_\_\_\_\_ to act as my agent in the application.

\_\_\_\_\_  
*Signature of Owner(s)*

\_\_\_\_\_  
*Date*

Application for Official Plan &/or Zoning By-law Amendment

M. APPLICANT'S DECLARATION

(This must be completed by the Person Filing the Application for the proposed development site.)

I, Jason Otten of the Zorra township

In the Region/County/District Oxford County solemnly declare that all of the statements contained in this application and supporting documentation are true and complete, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of the "Canada Evidence Act."

Please be advised the responsibility for filing a complete application rests solely with the owner/applicant. Anything not requested or applied for in this application and subsequently found to be necessary (which may require another application(s) and fee(s)) are the sole responsibility of the owner/applicant. The County/Municipality will address only the application as applied for, and any items that are not included in the application are not the responsibility of the County/Municipality.

All studies required to support this application shall be at the expense of the applicant and included at the time of submission as a complete application. Where the County/Municipality incurs costs for the peer review of any consultants' reports or fees for legal opinions, the County/Municipality will be reimbursed such costs by the applicant.

In the event of third-party appeals to applications approved by the County/Municipality, the applicant may be responsible for some or all of the legal and other costs incurred by the County/Municipality, at the discretion of the County/Municipality.

DECLARED before me at: Township of Zorra, County of Oxford.

In the Municipality of Township of Zorra.

This 7th day of July, 2020. Signature Jason Otten

Jason Otten. Please Print name of Applicant

Kelly Hall Commissioner of Oaths

Kelly Hall Signature of Commissioner

July 7, 2020 Date

KELLY HALL, a Commissioner, etc., Deputy Treasurer of the Corporation of the Township of Zorra.

# Application for Official Plan &/or Zoning By-law Amendment

## **N. OWNER/APPLICANT'S CONSENT DECLARATION**

In accordance with the provisions of the Planning Act, it is the policy of the County Planning Department to provide the public access to all development applications and supporting documentation.

In submitting this development application and supporting documentation, I Jason & Julie Otten the owner/the authorized applicant, hereby acknowledge the above-noted policy and provide my consent, in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, that the information on this application and any supporting documentation provided by myself, my agents, consultants and solicitors, will be part of the public record and will also be available to the general public.

I hereby authorize the County of Huron staff, Municipal staff and council members of the decision making authority to access to the subject site for purposes of evaluation of the subject application.

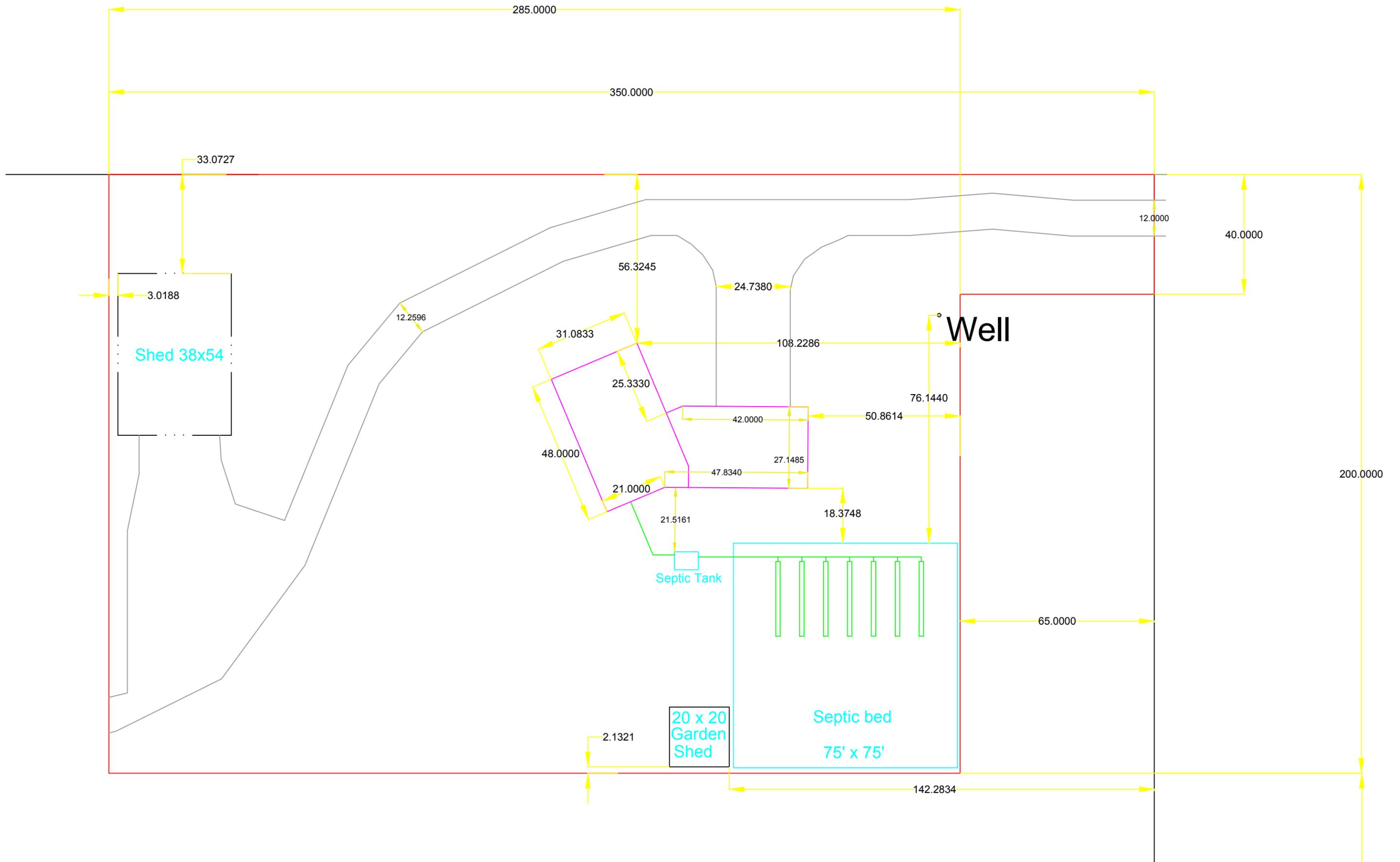
Julie Otten  
Signature  
Jason Otten

July 8/20  
Date  
July 7, 2020

APPLICATION AND FEE OF \$ \_\_\_\_\_ RECEIVED BY THE MUNICIPALITY

*If comment fees are required for the Huron Stewardship Coordinator to review this application, (see Section J:Pre-Submission Consultation). please collect a fee of \$212.00 made payable to the Treasurer, County of Huron.*







## PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

Phone: 519.524.8394 Ext. 3 Fax: 519.524.5677

Toll Free: 1.888.524.8394 Ext. 3

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

5.1 (B)

To: Township of Ashfield-Colborne-Wawanosh, Mayor, and Members of Council  
From: Celina Whaling-Rae, Planner  
Date: August 27, 2020

**Re: Zoning By-law Amendment Application Z03-20**  
Concession 4 WD, Part of Lot 3, Part of Road Allowance Between Lots 3 & 4, Ashfield, Township of Ashfield-Colborne-Wawanosh, known municipally as 35441 Dungannon Road

**Owner:** The Andersons Canada Ltd.

**Applicant:** IBI Group (John Ariens)

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This report is submitted to Ashfield-Colborne-Wawanosh (ACW) Council for the Council Meeting on September 1, 2020.

### RECOMMENDATION

It is recommended that Zoning By-law Amendment Application Z03-20 be approved.

### PURPOSE

The purpose and effect of the proposed Zoning By-law Amendment is to change the zoning on the subject property from 'Agricultural Commercial/Industrial (AG3)' to 'Agricultural Commercial/Industrial (AG3-3)' to eliminate any minimum side yard or rear yard setbacks for any existing or future building or structure from an interior side lot line or a rear lot line where the abutting property is zoned 'Agricultural Commercial/Industrial (AG3)'. The special zone is proposed to accommodate the severance proposed in Consent Application C50-20, in order to accommodate separate ownership of existing buildings while maintaining the existing uses/functionality of the land.

### REVIEW

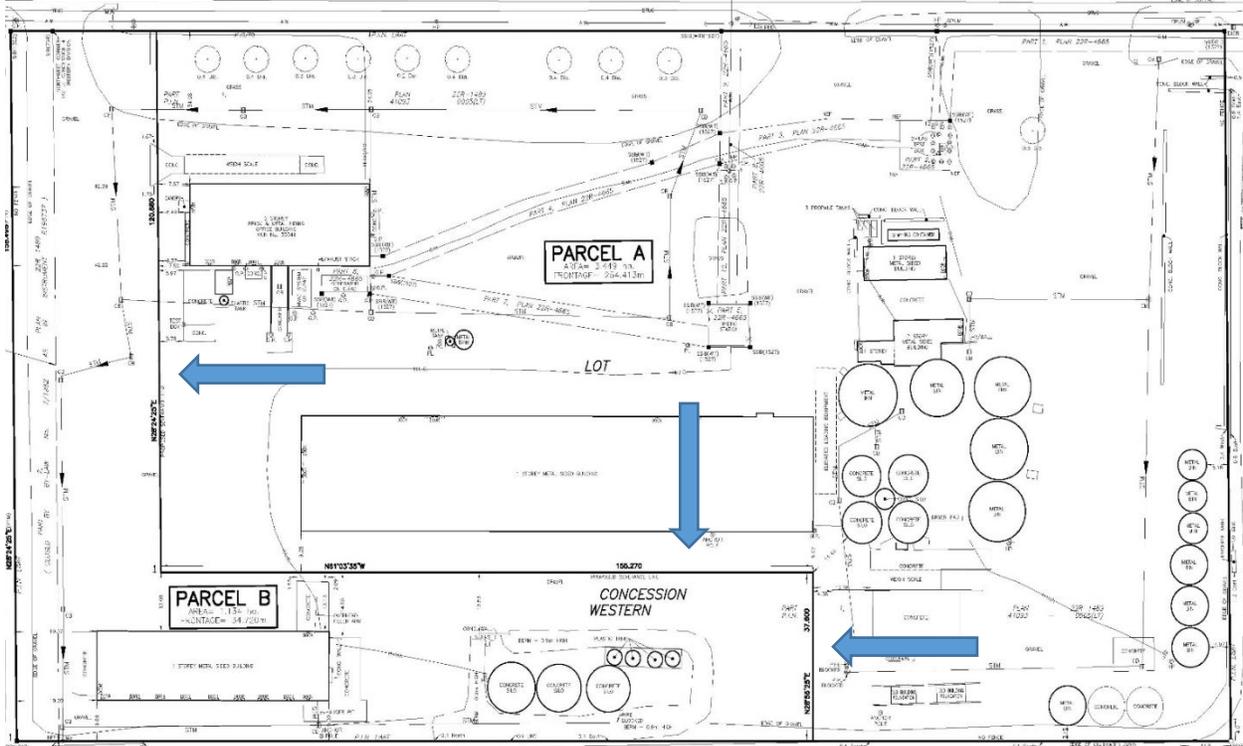
The subject property is 11.4 acres in size, and is zoned 'Agricultural Commercial/Industrial (AG3)' in the ACW Zoning By-law (Zone Map 11). It is designated Agriculture in the ACW Official Plan. The entirety of the subject property is proposed for the zoning by-law amendment.

As stated in a planning brief submitted by the applicant, the proposed zoning by-law amendment will have the effect of eliminating any minimum required setbacks between the two parcels proposed be subdivided in Consent Application C50-20. This is a zoning approach that is similar to that taken in commercial outlets that contain 'big box stores' in more urbanized communities, and is necessary to recognize the deficiencies in setbacks from existing structures on the two parcels subject to approval in C50-20. The lands adjacent to the two proposed parcels are not zoned AG3, and therefore would not be impacted by the elimination of the side yard and rear yard setbacks, as they would continue to apply for future structures.

The zoning by-law amendment does not propose to change the existing uses of the subject property, which conform to the provisions of the AG3 zone as per the ACW Zoning By-law. Further, AG3 uses are permitted within the Agriculture designation as per the ACW Official Plan.

No comments were received by any of the circulated agencies or neighbours with regard to the application. ACW Staff are supportive of the proposal.

**Figure 1: Severance Sketch** (lot lines to which the special zone applies to indicated by arrows)



**Figure 2: Aerial Photo of Subject Property**



**COMMENTS**

	Not Received	No Concerns	Concerns	See Conditions / Comment
Neighbours	✓			

ACW Staff		✓		Staff are supportive of the proposal.
Union Gas	✓			
Avon Maitland District Board School	✓			
Ministry of Transportation	✓			

**SUMMARY**

It is recommended that Zoning By-law Amendment Application Z03-20 be approved.

Sincerely,

Celina Whaling-Rae  
Planner

**Effect of Public and Agency Comments on Decision of Council to the Planning application  
(Pursuant to Sections 17, 22, 34, 35, 45, 51 and 53 of the Planning Act, RSO, 1990, as amended)**

	<b>A. Effect of Public Comments on Decision of Council</b>	<b>B. Effect of Agency Comments on Decision of Council (e.g. Planning, Public Works, Health Unit)</b>
<b>1. Council agrees with effects of input as contained in the planning report</b>	Council concurs with the planning report regarding the effect of public and agency comments on the decision.	
<b>2. No comments received</b>	No public comments were received on this application so there was no effect on the decision.	No agency comments were received on this application so there was no effect on the decision.
<b>3. Supportive comments received</b>	Public comments were received in support of the application, the effect of which resulted in a decision to approve the application.	Agency comments were received in support of the application, the effect of which resulted in a decision to approve the application.
<b>4. Concerns raised were addressed through conditions to approval or changes to mapping or text amendment</b>	Public comments were received on the issue(s) of _____. The comments were address through (conditions to approval/changes to the mapping or text of the amendment).	Comments were received from agencies on the issues of _____. The comments were addressed through (conditions to approval/changes to the mapping or text of the amendment).
<b>5. Concerns raised did not influence the decision</b>	Public comments were received on the issue(s) of _____. Comments were thoroughly considered but the effect did not influence the decision of Council to (approve/deny) the application.	Comments were received from agencies identifying the issue(s) of _____. Comments were thoroughly considered but the effect did not influence the decision of Council to (approve/deny) the application.
<b>6. Concerns raised did influence the decision</b>	Public comments were received on the issue(s) of _____, the effect of which influenced the decision of Council to (approve/deny) the application.	Agency comments were received on the issue(s) of _____, the effect of which influenced the decision of Council to (approve/deny) the application.
<b>7. Comments received in support and opposition to the application</b>	Options from above 1A/3A/4A/5A/6A	Options from above 1B/3B/4B/5B/6B
<b>8. Other</b>	Additional wording deemed appropriate by Council	Additional wording deemed appropriate by Council



Township of Ashfield-Colborne-Wawanosh  
82133 Council Line, RR5  
Goderich, ON N7A 3Y2  
[www.acwtownship.ca](http://www.acwtownship.ca)  
519-524-4669

August 5, 2020  
**FILE: ACW Z03-20**

**The Andersons Canada Ltd. (IBI Group)**

## Notice of Public Meeting

### For a Proposed Zoning By-law Amendment Application

Planning Act, R.S.O. 1990, cP. 13., S. 34

A change is proposed in your neighbourhood. A Zoning By-law Amendment application has been received that, if approved, would change the zoning on the subject property to eliminate any minimum side yard or rear yard setbacks for any existing or future building or structure from an interior side lot line or a rear lot line where the abutting property is zoned 'Agricultural Commercial/Industrial (AG3)'.

You are being notified of this application because your name appears on the assessment roll for properties within 120 metres of the subject lands, or you are an agency requiring notice.

**You are invited to participate in an online Public Meeting on Tuesday, September 1st, 2020 at 9:00am.** During this time, the Township of Ashfield-Colborne-Wawanosh Council will be considering the change.



Owner/Applicant: The Andersons Canada Ltd. (IBI Group)

Location of Property: Part of Lot 3, Concession 4 WD of Part of Road Allowance Between Lots 3 & 4 (Ashfield) (35441 Dungannon Road)

## The Proposed Change

The purpose and effect of the proposed Zoning By-law Amendment (Application ACW Z03-20) is to change the zoning on a portion of the subject property from 'Agricultural Commercial/Industrial (AG3)' to 'Agricultural Commercial/Industrial – Special (AG3-3)' to eliminate any minimum side yard or rear yard setbacks for any existing or future building or structure from an interior side lot line or a rear lot line where the abutting property is zoned 'Agricultural Commercial/Industrial (AG3)'. The special zone is proposed to accommodate a severance of the existing parcel to accommodate separate ownership while maintaining the existing uses.

Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh considered this application to be complete on July 20, 2020.

Maps showing the general location of the lands to which this Zoning By-law Amendment apply are shown in the draft by-law attached to this Notice.

## Learn More

Further information regarding this application can be found at <http://www.acwtownship.ca/property-development/planning-applications/>. Questions may be directed to the Planner Celina Whaling-Rae at [cwhalingrae@huroncounty.ca](mailto:cwhalingrae@huroncounty.ca) or by phoning 519-524-8394 extension 3. Once the municipal office re-opens, information about the application can also be obtained in-person between the hours of 8:30am and 4:00pm.

## Have Your Say

Any person may attend the public meeting and/or make written or verbal representation, either in support of, or in opposition to, the proposed zoning by-law amendment.

Comments and opinions submitted on this proposal, including the originator's name and address, become part of the public record, and may be viewed by the general public and may be published in a planning report and Council agenda.

1. You can submit comments, objections or concerns by mail (address above) or email to [clerk@acwtownship.ca](mailto:clerk@acwtownship.ca)
2. You can speak during the online public meeting. \*Individuals are strongly encouraged to submit their comments prior to the meeting for consideration.

## How to Access the Public Meeting

As a result of the COVID-19 Pandemic, the Township of Ashfield-Colborne-Wawanosh has closed the municipal office to the public. The Public Meeting will be held in electronic format.

You are entitled to attend this public meeting electronically to express your views about this application, or you may be represented by counsel for that purpose.

For information on how to participate in the Public Meeting, please visit the municipal website at <http://www.acwtownship.ca/council/council-agendas-4/>. Details on participating in the electronic meeting will be provided when the agenda is published at the end of the business day on the Friday before the meeting. If you have any questions regarding how to participate in the meeting, please phone the municipal office at 519-524-4669.

## Stay Informed

If you would like to be notified of the decision, you must make a written request to the Committee of Adjustment at the municipal address above, or through email to [clerk@acwtownship.ca](mailto:clerk@acwtownship.ca). This will also entitle you to be advised of a possible Local Planning Appeal Tribunal hearing if the decision of this application is appealed.

## Your Rights

The applicant, the Minister of Municipal Affairs & Housing, or any other person or public body who has an interest in this matter may, within 20 days of the making of the decision, appeal to the Tribunal against the decision of the Committee. This may be done by filing with the Secretary-Treasurer of the Committee a Notice of Appeal setting out the objection to the decision and the reasons in support of the objection. This must be accompanied by payment to the Secretary-Treasurer of the fee charged by the Tribunal under the Local Planning Appeal Tribunal Act, 2017 as payable on an appeal from a Committee of Adjustment to the Tribunal, in accordance with Section 45(12) of the Planning Act. For more information, please visit the Local Planning Appeal Tribunal website at <https://elto.gov.on.ca/tribunals/lpat>.



5.1 (B)

14.3

THE CORPORATION OF THE TOWNSHIP OF  
ASHFIELD-COLBORNE-WAWANOSH

**BY-LAW NUMBER 58-2020**

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**BEING A BY-LAW** to amend the Zoning By-law 32-2008 for the Township of Ashfield-Colborne-Wawanosh.

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**WHEREAS** the Municipal Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh considers it advisable to amend Zoning By-law 32-2008, as amended, of the Corporation of the Township of Ashfield-Colborne-Wawanosh and;

**NOW THEREFORE**, the Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh **ENACTS** as follows:

1. This by-law shall apply to Part of Lot 3, Concession 4, Western Division of Part of Road Allowance Between Lots 3 & 4, Township of Ashfield-Colborne-Wawanosh, as described and shown on the attached Schedules 1, 2, 3 & 4.
2. By-law 32-2008 is hereby amended by changing on the attached Schedule 3 from 'Agricultural Commercial/Industrial (AG3)' to 'Agricultural Commercial/Industrial – Special (AG3-3)' the zone symbol on the lands designated 'zone change to AG3-3'.
3. Section 5.10, AG3 Special Zones of By-Law 32-2008 is hereby amended by adding the following sub-section:

"AG3-3

*Notwithstanding any provision to the contrary, no side yard or rear yard setback shall be required for any building or structure from an interior side lot line or a rear lot line where the abutting property is zoned AG3. All other applicable provisions shall continue to apply."*

4. Section By-law 32-2008, is hereby amended by replacing Key Map 11 with a new Key Map 11, as attached on Schedule 3, which is declared to be part of this by-law.
5. All other provisions of By-law 32-2008 shall apply.
6. This by-law shall come into force upon final passing, pursuant to Section 34(21) of the Planning Act, RSO 1990, as amended.

**Read a FIRST and SECOND time this 1<sup>st</sup> day of September 2020.**

**Read a THIRD TIME and FINALLY PASSED this 1<sup>st</sup> day of September 2020.**

---

**Glen McNeil, Mayor**

---

**Mark Becker, CAO/Deputy Clerk**

THE CORPORATION OF THE TOWNSHIP OF  
ASHFIELD-COLBORNE-WAWANOSH  
**SCHEDULE 1**  
**BY-LAW NUMBER 58-2020**

By-law 58-2020 has the following purpose and effect:

1. The zoning by-law (*application #: ACW Z03-20*) changes the zoning on a portion of Part of Lot 3, Concession 4, Western Division of Part of Road Allowance Between Lots 3 & 4, Township of Ashfield-Colborne-Wawanosh.

The purpose and effect of this Zoning By-law Amendment is to change the zoning on the portion of the property from ‘Agriculture Commercial/Industrial (AG3) to ‘Agriculture Commercial/Industrial – Special (AG3-3) to accommodate a severance of the existing parcel to accommodate separate ownership while maintaining the existing uses.

The special zone would eliminate any minimum side yard or rear yard setbacks for any existing or future building or structure from an interior side lot line or a rear lot line where the abutting property is zoned ‘Agricultural Commercial/Industrial (AG3)’.

All other provisions of the Township of Ashfield-Colborne-Wawanosh Zoning By-law 32-2008 shall apply.

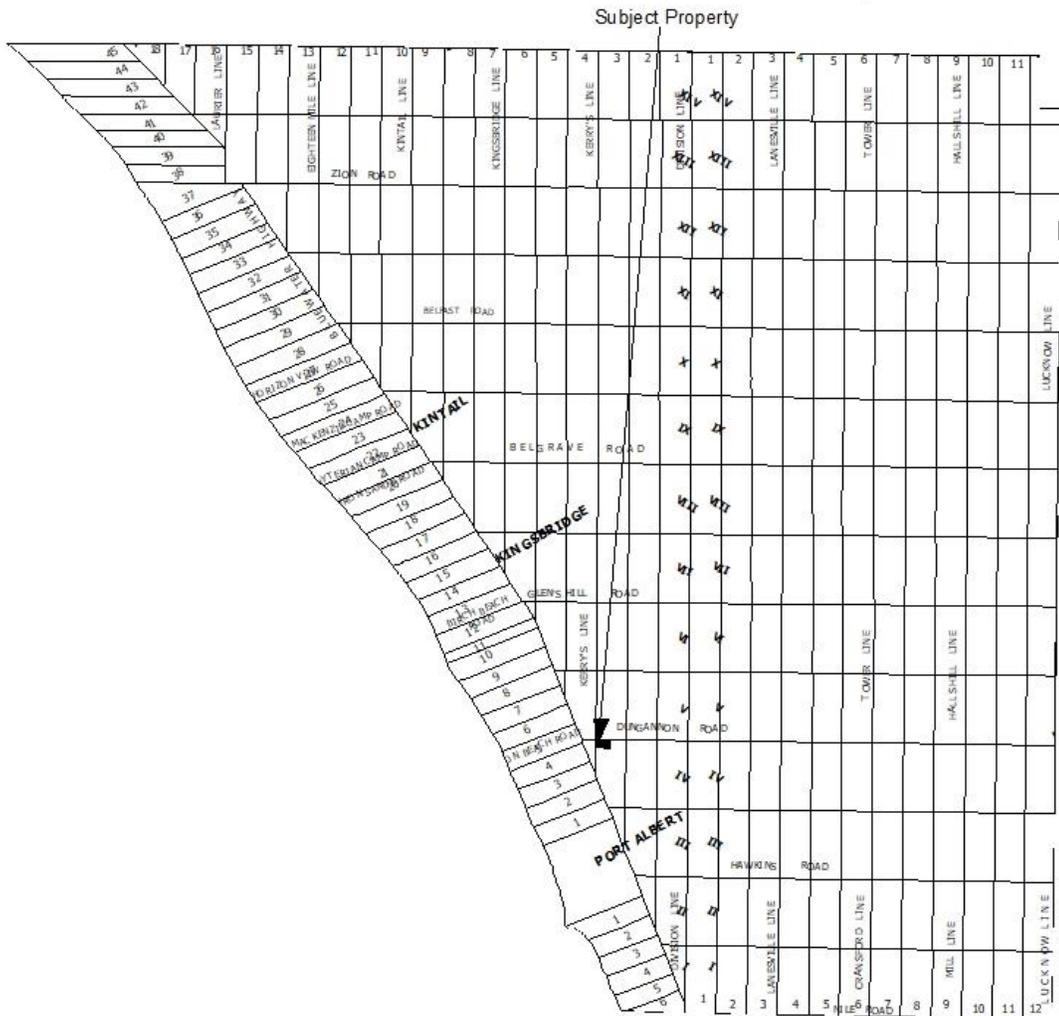
2. This by-law amends the Zoning By-law of the Corporation of the Township of Ashfield-Colborne-Wawanosh (32-2008).
3. The location map and key maps showing the location to which this by-law applies are found on the following pages and are entitled Schedule 2, 3 & 4.

**THE CORPORATION OF THE TOWNSHIP OF  
ASHFIELD-COLBORNE-WAWANOSH  
SCHEDULE 2  
BY-LAW NUMBER 58-2020**



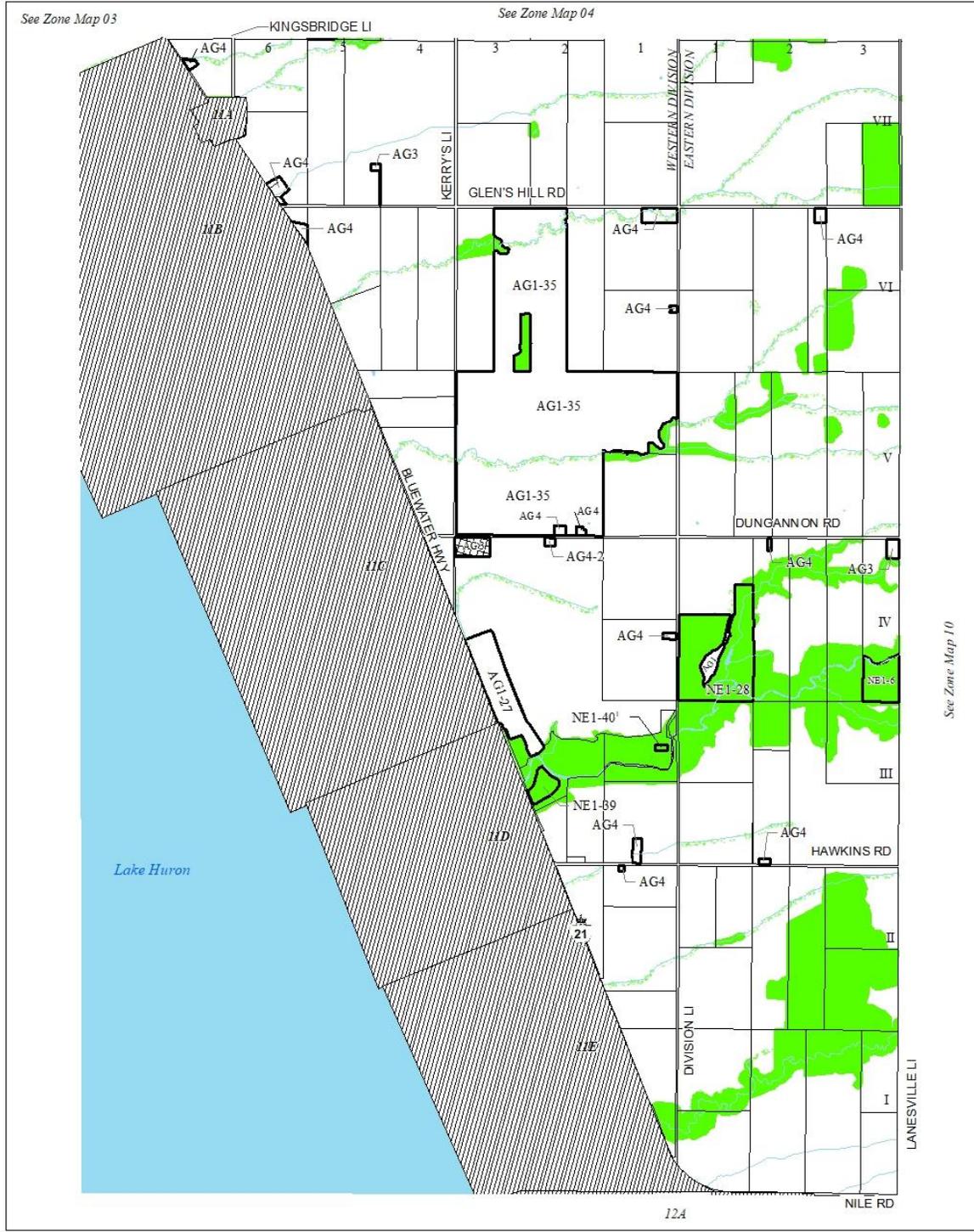
0 1,500 3,000 4,500 6,000 Meters

1:110,000



**THE CORPORATION OF THE TOWNSHIP OF  
ASHFIELD-COLBORNE-WAWANOSH  
SCHEDULE 3  
BY-LAW NUMBER 58-2020**

<b>Zone Map 11</b>	<b>Township of Ashfield-Colborne-Wawanosh Zoning By-Law</b>	Amendments 1 Amended by By-law 43-2017  Zone change from AG3 (Agricultural Commercial/Industrial) to AG3-3 (Agricultural Commercial/Industrial - Special)	Revision Date: <u>July 27, 2020</u>
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AG1 Zone (Unless otherwise noted)	Watercourse	 0 500 1,000 Meters 1:30,000	
NE1 Zone	Waterbody		
NE5 Zone	Property Boundary		
Holding Zone	500 m Buffer		
Conservation Authority Regulated Lands			





# Application for Official Plan &/or Zoning By-law Amendment

## B. GENERAL INFORMATION

### 3. APPLICANT INFORMATION

- a) Registered Owner's Name(s): The Andersons Canada Limited  
Address: 2 Hyland Drive, Blenheim, ON, N0P 1A0  
Phone: Home ( ) \_\_\_\_\_ Work ( ) (800) 265-5225 Fax ( ) (519) 676-3185  
Email: dwellington@theandersons.com Cell ( ) \_\_\_\_\_
- b) Applicant (Agent) Name(s): John Ariens, MCIP, RPP, IBI Group  
Address: Suite 200, East Wing, 360 James Street North, Hamilton  
Phone: Home ( ) \_\_\_\_\_ Work ( ) 905-536-1010, ext. 63109 Fax ( ) \_\_\_\_\_  
Email: john.ariens@ibigroup.com Cell ( ) 905-536-8985
- c) Name, Address, Phone of all persons having any mortgage, charge, debenture or encumbrance on the property:  
\_\_\_\_\_
- d) Send Correspondence To? Owner [ ] Agent [X] Other [ ] \_\_\_\_\_

### 4. WHAT AREA DOES THE AMENDMENT COVER?

- a) [X] the "entire" property or  
b) [ ] just a "portion" of the property

### 5. PROVIDE A DESCRIPTION OF THE ENTIRE PROPERTY:

Ward: Ashfield  
911 Address and Road Name: 35541 Dungannon Road  
Roll Number (if available): 406400040006400  
Concession: 4 Western Division Lot: Part of Lot 3 Registered Plan No.: \_\_\_\_\_  
and Part of closed Road Allowance b/w Lot 3 and 4  
Area: 4.6 hectares Depth: 158 metres Frontage (Width): 290 metres

### 6. IS ANY OF THE LAND IN WELLHEAD PROTECTION AREA C? Yes No Unknown

If Yes,

please obtain a Restricted Land Use Permit from the Risk Management Official.

If Unknown, please consult with your Municipal Planner and obtain a Restricted Land Use Permit if necessary.

### 7. PROVIDE A DESCRIPTION OF THE AREA TO BE AMENDED IF ONLY A 'PORTION' OF THE PROPERTY:

Area: \_\_\_\_\_ hectares Depth: \_\_\_\_\_ metres Frontage (Width): \_\_\_\_\_ metres

### 8. WHAT IS THE CURRENT PLANNING STATUS?

# Application for Official Plan &/or Zoning By-law Amendment

Official Plan Designation: Agriculture

Zoning: Agricultural Commercial/Industrial Zone (AG3)

9. **LIST LAND USES THAT ARE PERMITTED BY CURRENT OFFICIAL PLAN DESIGNATION:**  
No change proposed, see justification report for detailed list of permitted uses

**C. EXISTING AND PROPOSED LAND USES AND BUILDINGS**

10. **WHAT IS THE "EXISTING" USE OF THE LAND?**  
Agricultural commercial/industrial

How long have the existing uses continued on the subject land: Unknown, assume a number of decades

11. **WHAT IS THE "PROPOSED" USE OF THE LAND?**  
Continued with site specific zone provisions for setbacks, concurrent severance, see planning brief  
**PROVIDE THE FOLLOWING DETAILS FOR ALL BUILDINGS: (Use a separate page if necessary)**

Are any buildings proposed to be built on the subject land: Yes [ ] No [X ]

	<u>Existing</u>	<u>Proposed</u>
a) Type of Building(s)	5 buildings, 8 silos, 12 metal bins, 4 tanks	
b) Main Building Height	(m)	(m)
c) % Lot Coverage	<30%	
d) # of Parking Spaces	Unmarked, extensive gravel area	
e) # of Loading Spaces	Unmarked, extensive gravel area	
f) Number of Floors		
g) Total Floor Area	(sq. m)	(sq. m)
h) Ground Floor Area (exclude basement)		
i) Building Dimensions		
j) Date of Construction		
k) Setback from Buildings to:	Front of Lot Line <u>34.05 m</u> Rear of Lot Line <u>9.0 m (severed)</u> Side of Lot Line <u>19.2m (west)/ 5.18 m (east)</u>	Proposed site specific "internal" setbacks

# Application for Official Plan &/or Zoning By-law Amendment

## D. EXISTING AND PROPOSED SERVICES

### 12. INDICATE THE APPLICABLE WATER SUPPLY AND SEWAGE DISPOSAL:

	<u>Municipal Water</u>	<u>Communal Water</u>	<u>Private Well</u>	<u>Municipal Sewers</u>	<u>Communal Sewers</u>	<u>Private Septic</u>
a) Existing	[ ]	[ ]	[ X ]	[ ]	[ ]	[ X ]
b) Proposed	[ ]	[ ]	[ X ]	[ ]	[ ]	[ X ]
c) If the requested amendment would permit development on a privately owned and operated individual or communal septic system and more than 4500 litres of effluent would be produced per day as a result of the development being completed, the applicant must submit:						
	[ ]	a servicing options report; and				
	[ ]	a hydrogeological report.				

13. Will storm drainage be provided by:

Sewers	[ X ]	
Ditches	[ X ]	<i>la.</i> Existing to remain
Swales	[ X ]	
Other	[ ]	

Specify \_\_\_\_\_

Present \_\_\_\_\_

Is storm drainage present or will it be constructed \_\_\_\_\_

### 14. TYPE OF ACCESS (CHECK APPROPRIATE SPACE)

<input type="checkbox"/> provincial highway	<input type="checkbox"/> municipal road, seasonally maintained
<input type="checkbox"/> county roads	<input type="checkbox"/> right of way
<input checked="" type="checkbox"/> municipal roads, maintained all year	<input type="checkbox"/> water access

## E. OFFICIAL PLAN AMENDMENT

(Proceed to Section F) if an Official Plan Amendment is not proposed).

### 15. DOES THE PROPOSED OFFICIAL PLAN AMENDMENT DO THE FOLLOWING?

Add a Land Use designation in the Official Plan	Yes [ ]	No [ ]	Unknown [ ]
Change a Land Use designation in the Official Plan	Yes [ ]	No [ ]	Unknown [ ]
Change a policy in the Official Plan	Yes [ ]	No [ ]	Unknown [ ]
Replace a policy in the Official Plan	Yes [ ]	No [ ]	Unknown [ ]
Delete a policy in the Official Plan	Yes [ ]	No [ ]	Unknown [ ]
Add a policy in the Official Plan	Yes [ ]	No [ ]	Unknown [ ]

### 16. IF APPLICABLE AND KNOWN AT TIME OF APPLICATION, PROVIDE THE FOLLOWING:

a) Section Number(s) of Policy to be Changed \_\_\_\_\_

b) Text of the proposed new policy attached on a separate page?    Yes [ ]            No [ ]

c) New designation name: \_\_\_\_\_

\_\_\_\_\_

d) Map of proposed new Schedule attached on a separate page?    Yes [ ]            No [ ]

# Application for Official Plan &/or Zoning By-law Amendment

## 17. LIST PURPOSE OF AMENDMENT AND LAND USES THAT WOULD BE PERMITTED BY THE PROPOSED AMENDMENT:

\_\_\_\_\_

18. Does the requested amendment alter all or any part of the boundary of an area of settlement in a municipality or establish a new area of settlement in a municipality?

Yes [ ] No [ ]

If yes: Attach the current official plan policies, if any, dealing with the alteration or establishment of an area of settlement.

19. Does the requested amendment remove the subject land from any area of employment?

Yes [ ] No [ ]

If yes: Attach the current official plan policies, if any, dealing with the removal of land from an area of employment.

20. Is the requested amendment consistent with the Provincial Policy Statement issued under Section 3 (1) of the Planning Act.

Yes [ ] No [ ] Unknown [ ]

## F. ZONING BY-LAW AMENDMENT

(Proceed to Question 29 (Drawing) if a Zoning By-law Amendment is not proposed).

### 21. DOES THE PROPOSED ZONING BY-LAW AMENDMENT DO THE FOLLOWING?

Add or change zoning designation in the Zoning By-law	Yes [ ]	No [ ]	Unknown [ ]
Change a zoning provision in the Zoning By-law	Yes [ ]	No [ ]	Unknown [ ]
Replace a zoning provision in the Zoning By-law	Yes [ ]	No [ ]	Unknown [ ]
Delete a zoning provision in the Zoning By-law	Yes [ ]	No [ ]	Unknown [ ]
Add a zoning provision in the Zoning By-law	Yes [X]	No [ ]	Unknown [ ]

### 22. IF APPLICABLE AND KNOWN AT TIME OF ZONING APPLICATION, PROVIDE THE FOLLOWING:

- a) Section Number(s) of provisions to be changed
- b) Text of the proposed new provision attached on a separate page? Yes [X] No [ ]
- c) New zone name: Agricultural Commercial/Industrial -Special (AG3-\_\_)
- d) Map of proposed new Key Map attached on a separate page? Yes [X] No [ ]

### 23. LIST LAND USES PROPOSED BY ZONING AMENDMENT.

Existing uses with new site-specific setback provisions, see planning brief / draft by-law/map

- date the current owner acquired the subject land 1982

### 24. HAS THERE BEEN A PREVIOUS APPLICATION FOR REZONING UNDER SECTION 34 OF THE PLANNING ACT AFFECTING THE SUBJECT PROPERTY:

Yes [ ] No [ ] Unknown

# Application for Official Plan &/or Zoning By-law Amendment

25. Is the intent of this application to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement?

Yes [ ] No [X]

If yes: Attach details of the official plan or official plan amendment that deals with the matter.

26. Is the intent of this application to remove land from an area of employment?

Yes [ ] No [X]

If yes: Attach details of the official plan or official plan amendment that deals with the matter.

27. Is the application for an amendment to the zoning by-law consistent with provincial policy statement issued under Section 3 (1) of the Planning Act.

Yes [X] No [ ] Unknown [ ]

## G. SKETCH CHECKLIST

28. **ACCURATE, TO SCALE, DRAWING OR PROPOSAL:** (In the space below or on a separate page(s), please provide drawing of the proposal, preferably prepared by a qualified professional. In some cases, it may be more appropriate to prepare additional drawings at varying scales to better illustrate the proposal).

The application shall be accompanied by a clean, legible sketch sharing the following information. Failure to supply this information will result in a delay in processing the application.

A sketch showing in metric units:

- a) the boundaries and dimensions of the subject land;
- b) the location, size and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, rear lot line and side lot lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that,
  - i) are located on the subject land and on land that is adjacent to it, and
  - ii) in the applicant's opinion may affect the application;
- d) the current uses of land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right of way;
- f) if access to the subject land will be by water only, the location of the parking and docking facilities to be used;
- g) the location and nature of any easement affecting the subject land

The drawing(s) should show (please use a survey if available):

- Property boundaries and dimensions
- Dimensions of area of amendment
- Distance from structures to lot lines
- Easements or restrictive covenants
- Building dimensions & location
- Neighbouring adjacent land uses
- Parking and loading areas
- Use of Neighbouring properties
- Public roads, allowances, rights of way
- Municipal Drains/Award Drains

# Application for Official Plan &/or Zoning By-law Amendment

- Wetlands, floodplain, wet areas
- Woodlots, forested areas, ANSI's, ESA's
- Driveways and lanes
- Other features (bridges, wells, railways, septic systems, springs, slopes, gravel pits)
- Natural watercourses
- North arrow

## **H. OTHER RELATED PLANNING APPLICATIONS**

**29. HAS THE APPLICANT OR OWNER MADE APPLICATION FOR ANY OF THE FOLLOWING, EITHER ON OR WITHIN 120 METRES OF THE SUBJECT LAND?**

Official Plan Amendment	Yes [ ]	No [ ]
Zoning By-law Amendment	Yes [ ]	No [ ]
Minor Variance	Yes [ ]	No [ ]
Plan of Subdivision	Yes [ ]	No [ ]
Consent (Severance)	Yes [X]	No [ ]
Site Plan Control	Yes [ ]	No [ ]

**30. IF THE ANSWER TO QUESTION 29 (above) IS YES, PLEASE PROVIDE THE FOLLOWING INFORMATION:**

File No. of Application: Concurrent, pending

Approval Authority: Huron County

Lands Subject to Application: Subject lands

Purpose of Application: Consent to sever subject lands into two parcels

Status of Application: Concurrent

Effect on the Current Application for Amendment: Consent essential to intent of zone change

## **I. OTHER SUPPORTING INFORMATION**

**31. PLEASE LIST THE TITLES OF ANY SUPPORTING OR ATTACHED DOCUMENTS:**

*(e.g. Environmental Impacts Study, Hydrogeological Report, Traffic Study, Market Area Study, Aggregate License Report, Stormwater Management Report etc. It is recognized that the applicant meet with planning staff to attempt to determine the supporting documents that will be required).*

Planning Brief: 35541 Dungannon Road, Ashfield-Colborne-Wawanosh, ON  
Zoning By-law Amendment and Potential Severance of 35541 Dungannon Road (IBI Group)  
Draft By-law / map (IBI Group)  
Severance Sketch Existing Conditions (Callon Deitz)

## **J. PRE-SUBMISSION CONSULTATION**

**32. Applicants are strongly encouraged to contact the County and speak/meet with the Planner to the Municipality before submitting an application for information.**

Date of Applicant's consultation meeting with County Planner: April 30, 2020

Has the Planner advised the Applicant that this application needs to be reviewed by the Huron County Stewardship Coordinator for comments on Natural Heritage matters.

# Application for Official Plan &/or Zoning By-law Amendment

Yes  (submit a fee of \$212.00 made payable to the Treasurer, County of Huron) No

## **K. PUBLIC CONSULTATION STRATEGY**

33. PLEASE OUTLINE YOUR PROPOSED STRATEGY FOR CONSULTING WITH THE PUBLIC WITH RESPECT TO THIS AMENDMENT REQUEST:

(e.g. individual contact, hold a neighbourhood meeting, telephone conversation, letter explaining proposal & inviting questions/comments, website/internet, etc.).

Planning Act notice/public meeting process requirements

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## **L. AUTHORIZATION FOR AGENT/SOLICITOR TO ACT FOR OWNER;**

(If affidavit (K) is signed by an Agent/Solicitor on Owner's behalf, the Owner's written authorization below must be completed).

I (we) The Andersons Canada Limited  
David Wellington, CEO of the town of Stnheim County/Region

of Chatham-Kent do hereby authorize IAI Group to act as my agent in the application.

David Wellington  
Signature of Owner(s)

July 6, 2020  
Date

Application for Official Plan &/or Zoning By-law Amendment

M. APPLICANT'S DECLARATION

(This must be completed by the Person Filing the Application for the proposed development site.)

I, John Ariens of the City of Kitchener

In the Region/County/District of Waterloo solemnly declare that all of the statements contained in this application and supporting documentation are true and complete, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of the "Canada Evidence Act."

Please be advised the responsibility for filing a complete application rests solely with the owner/applicant. Anything not requested or applied for in this application and subsequently found to be necessary (which may require another application(s) and fee(s)) are the sole responsibility of the owner/applicant. The County/Municipality will address only the application as applied for, and any items that are not included in the application are not the responsibility of the County/Municipality.

All studies required to support this application shall be at the expense of the applicant and included at the time of submission as a complete application. Where the County/Municipality incurs costs for the peer review of any consultants' reports or fees for legal opinions, the County/Municipality will be reimbursed such costs by the applicant.

In the event of third-party appeals to applications approved by the County/Municipality, the applicant may be responsible for some or all of the legal and other costs incurred by the County/Municipality, at the discretion of the County/Municipality.

DECLARED before me at:

Region/County/District

In the Municipality of Hamilton

This 7th day of July, 2020

Signature [Handwritten Signature]

Please Print name of Applicant John Ariens

ared Vail Marcus, a Commissioner, etc., Province of Ontario, for IBI Group. Expires December 5, 2020.

Commissioner of Oaths

Signature of Commissioner [Handwritten Signature]

Date July 7, 2020

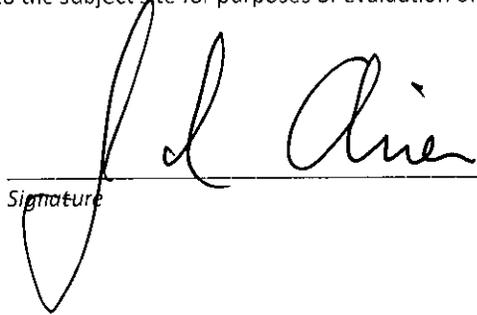
# Application for Official Plan &/or Zoning By-law Amendment

## **N. OWNER/APPLICANT'S CONSENT DECLARATION**

In accordance with the provisions of the Planning Act, it is the policy of the County Planning Department to provide the public access to all development applications and supporting documentation.

In submitting this development application and supporting documentation, I John Ariens the owner/the authorized applicant, hereby acknowledge the above-noted policy and provide my consent, in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, that the information on this application and any supporting documentation provided by myself, my agents, consultants and solicitors, will be part of the public record and will also be available to the general public.

I hereby authorize the County of Huron staff, Municipal staff and council members of the decision making authority to access to the subject site for purposes of evaluation of the subject application.

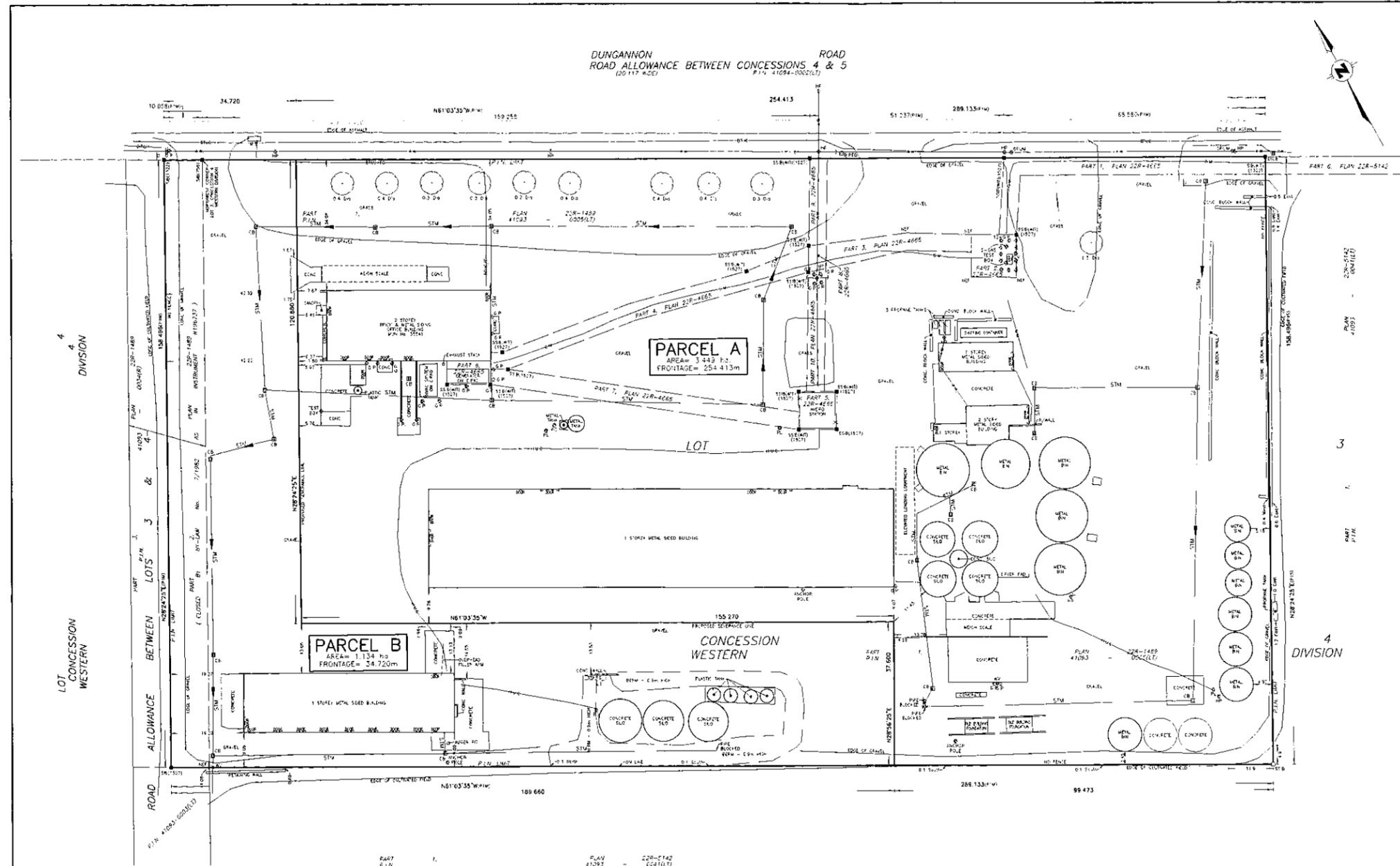
  
Signature

July 7, 2020  
Date

**APPLICATION AND FEE OF \$ \_\_\_\_\_ RECEIVED BY THE MUNICIPALITY**

*If comment fees are required for the Huron Stewardship Coordinator to review this application, (see Section J:Pre-Submission Consultation). please collect a fee of \$212.00 made payable to the Treasurer, County of Huron.*





**SEVERANCE SKETCH**  
OF PART OF  
**LOT 3, CONCESSION 4**  
**WESTERN DIVISION**  
OF PART OF  
**ROAD ALLOWANCE BETWEEN**  
**LOTS 3 & 4**  
(CLOSED BY BY-LAW No. 7/1982 AS IN INSTRUMENT R196737)  
(GEOGRAPHIC TOWNSHIP OF ASHFIELD)  
IN THE  
**TOWNSHIP OF ASHFIELD-COLBORNE-WAWANOSH**  
**COUNTY OF HURON**  
SCALE 1:500  
(SCALE IN METRES)  
J. PAUL CROCKER  
ONTARIO LAND SURVEYOR

- LEGEND**
- DENOTES SURVEY MONUMENT SET
  - DENOTES SURVEY MONUMENT FOUND
  - SB DENOTES STANDARD IRON BAR
  - SSB DENOTES SHORT STANDARD IRON BAR
  - WIT DENOTES WITNESS
  - N.E.F. DENOTES NO EVIDENCE FOUND
  - M DENOTES MEASURED
  - S DENOTES SET
  - SCP DENOTES SPECIFIED CONTROL POINT
  - 1017 DENOTES CALLOW DIETZ, O.L.S.'S
  - AGW DENOTES ARCHIBALD, GRAY & McNAV, O.L.S.'S
  - HOR DENOTES HOLSTEAD & REDMOND, O.L.S.'S
  - FWS DENOTES FARNCOMB, KIRKPATRICK, & STANLEY, O.L.S.'S
  - P1 DENOTES PLAN 22R-4885
- 
- AW DENOTES AERIAL WIRES
  - BTUC DENOTES UNDERGROUND TELEPHONE CABLES
  - CB DENOTES CATCH BASIN
  - D/CB DENOTES DITCH INLET CATCH BASIN
  - FO DENOTES FIBRE OPTIC
  - GW DENOTES GAS MAIN
  - GP DENOTES GUARD POST
  - HP DENOTES HYDRO POLE
  - MUC DENOTES UNDERGROUND HYDRO CABLES
  - PL DENOTES FURNACE LAMP POST
  - WV DENOTES WATER VALVE
  - DENOTES CONIFEROUS TREE
  - DENOTES DECIDUOUS TREE
  - ⊥ DENOTES MISCELLANEOUS TRAFFIC SIGN
  - ⊥ DENOTES POLE ANCHOR

**INTEGRATION DATA**

BEARINGS ARE WITH GRID DERIVED FROM SPECIFIED CONTROL POINTS 00919744372 AND 00119890073, NAD-11 NAD-1983 ORIGINAL. FOR BEARING COMPARISONS, A ROTATION OF 0°32'45" COUNTER-CLOCKWISE, WAS APPLIED TO THE BEARINGS FROM P1.

ALL DIMENSIONS SHOWN ARE MEASURED, UNLESS OTHERWISE NOTED.

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99992354.

POINT ID	NORTHING	EASTING
SCP 00919744372	4868673.754	368797.462
SCP 00119890073	4858834.237	368499.937

PLAN COORDINATES, UTM ZONE 11, NAD83 ORIGINAL

	NORTHING	EASTING
1	4861953.83	368135.83
2	4851674.03	367288.84

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

**METRIC** DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

**SURVEYOR'S CERTIFICATE**

I CERTIFY THAT:

- (1) THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- (2) THE SURVEY WAS COMPLETED ON THE 13th DAY OF MARCH, 2020.

DATE: \_\_\_\_\_ J. PAUL CROCKER  
ONTARIO LAND SURVEYOR

**NOTES**

ALL BURIED SERVICES (WITH THE EXCEPTION OF SEWER INVERTS) WERE DERIVED FROM FIELD LOCATES. THE EXISTENCE OR PRECISE LOCATION WAS NOT DETERMINED BY THIS SURVEY. ALL SERVICES SHOULD BE VERIFIED BY FIELD LOCATES PRIOR TO CONSTRUCTION.

TIES TO BUILDINGS ARE AT RIGHT ANGLES TO THE BOUNDARY LINES, UNLESS OTHERWISE INDICATED.

C:\Users\jcrocker\Documents\2020\1000100-1000100-1000100.dwg 10:00 AM 10/10/2020

**Callon + Dietz** INCORPORATED  
ONTARIO LAND SURVEYORS  
CARLETON PLACE LONDON NORTH BAY  
info@callondietz.com callondietz.com

SURVEY BY: JS    DRAWN BY: JS    FILE NO: 20-23169    PLAN NO: 1-2539

ISO 9001 REGISTERED



# PLANNING & DEVELOPMENT

5.2

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

Phone: 519.524.8394 Ext. 3 Fax: 519.524.5677 Toll Free: 1.888.524.8394

Ext. 3

www.huroncounty.ca

## Consent Application Report – File C50/20 To Ashfield-Colborne-Wawanosh Council

Owner/Applicant: <b>The Andersons Canada Limited (IBI Group)</b>	Date: <b>August 27, 2020</b>
Property Address: <b>35541 Dungannon Road</b>	
Property Description: <b>Concession 4 Western Division, Part Lot 3, Part of Road Allowance as RP 22R1489 Parts 1 &amp; 2, Ashfield, Ashfield-Colborne-Wawanosh</b>	

**Recommendation:** That provisional consent be:

- granted with conditions (attached)
- deferred
- denied (referred to the County Committee of the Whole Day 1 for a decision)

**Purpose:**

- enlarge abutting lot
- create new lot
- surplus farm dwelling
- right-of-way / easement
- other:

	Area	Official Plan Designation:	Zoning:	Structures:
<b>Severed (5A)</b>	1.13 hectares (2.8 acres)	Agriculture	AG3 (Agricultural Commercial/Industrial)	1 building, 3 silos, and 4 tanks
<b>Retained (5B)</b>	3.45 hectares (8.5 acres)	Agriculture	AG3 (Agricultural Commercial/Industrial)	4 buildings, 5 silos, and 12 metal bins

**Review:** This application:

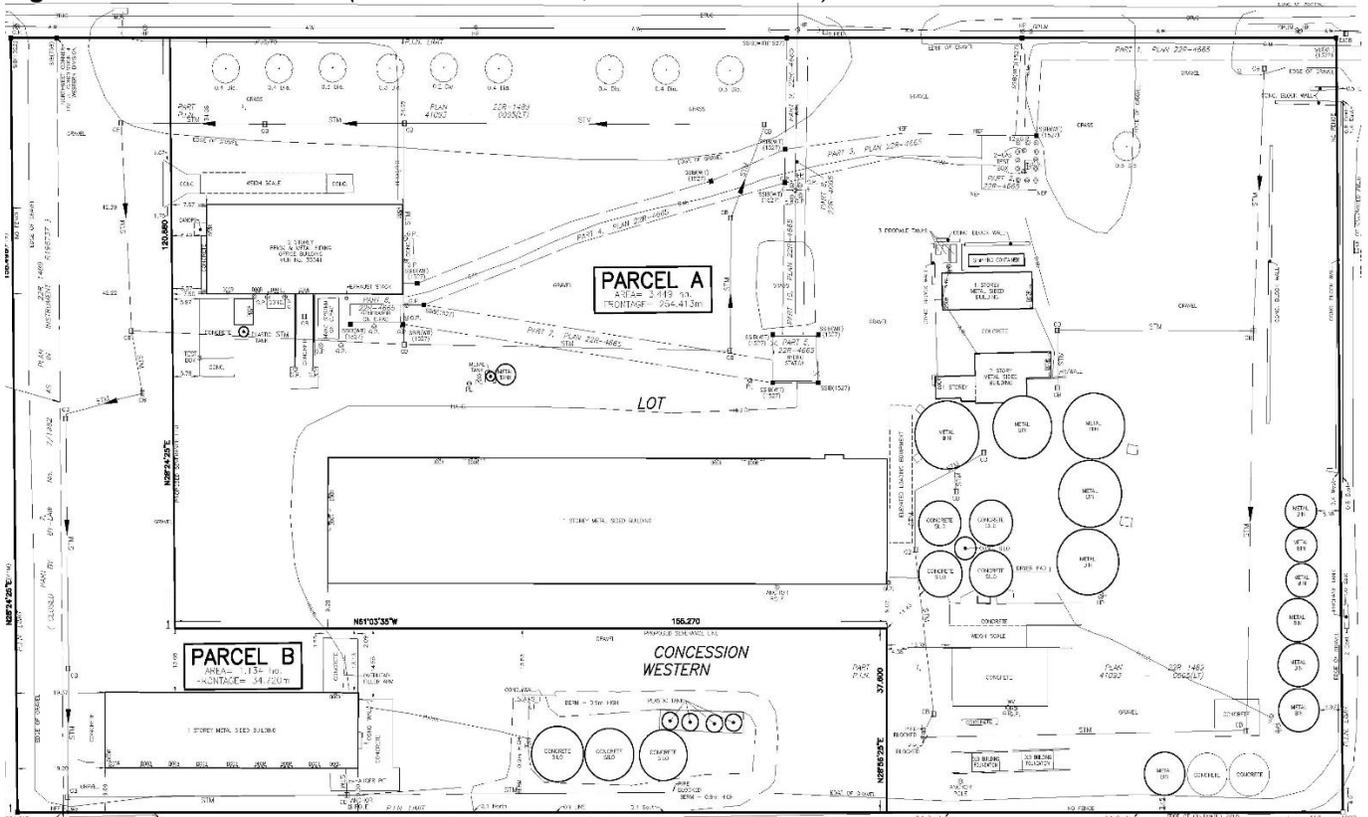
- Is consistent with the Provincial Policy Statement (s. 3(5) Planning Act);
- Does not require a plan of subdivision for the proper and orderly development of the municipality (s.53(1) Planning Act);
- Conforms with section 51(24) of the Planning Act;
- Conforms with the Huron County Official Plan;
- Conforms with the Ashfield-Colborne-Wawanosh Official Plan;
- Complies with the Ashfield-Colborne-Wawanosh Zoning By-law (or will comply subject to a standard condition of rezoning or minor variance);
- Has been recommended for approval by the local municipality; and
- Has no unresolved objections/concerns raised (to date) from agencies or the public.  
(Applications that do not meet all of the foregoing criteria will be referred to the County Committee of the Whole Day 1 for a decision)

### Agency / Other Comments:

	Not Received	No Concerns	Concerns	See Conditions / Comment
Neighbours	<input checked="" type="checkbox"/>			
ACW Staff		<input checked="" type="checkbox"/>		The Building Department has requested that the location of the two septic systems on the retained parcel be more precisely determined. Regardless,

				the department notes that there is adequate space on both parcels for a replacement system. Staff has no concerns with the proposal.
Ministry of Transportation	✓			

**Figure 1: Severance Sketch (Parcel A = retained; Parcel B = severed)**



**Figure 2 & 3: Images of the Subject Property**





**Figure 4:** 2015 Aerial of the Subject Property



**Additional Comments:**

This consent application was submitted for the purpose of subdividing an existing property used into two conveyable parcels. This application was submitted in conjunction with Zoning By-law Amendment Application Z03-20, which proposes to amend the zoning on the subject property to eliminate any side or rear yard setbacks between the two proposed parcels.

The total size of the subject property is 4.6 hectares (11.4 acres). It is designated Agriculture in the ACW Official Plan, and is zoned AG3 as per Key Map 11 of the ACW Zoning By-law. As shown in Figure 1, the property currently contains numerous structures, such as silos, metal bins, and an office building which support the operation of existing Agricultural Commercial/Industrial uses.

The property is currently owned by The Andersons Canada Limited, who process and package food grade products, as well as ship grain and edible beans to domestic and international markets.

- The portion of the property proposed to be severed is currently rented by Sylvite, who manufacture fertilizer products.
- As was noted in pre-consultation discussions with the applicant, the approval of the subject application would allow both companies to achieve individual ownership of the structures on the subject property which support their day-to-day operations.
- The applicant has submitted a planning brief, which further outlines the rationale behind the proposal, and the proposal's conformity with applicable planning and development policies. The planning brief notes that the use(s) of the subject property is not proposed to change should the

consent application be approved, and that said use(s) comply with the provisions of the applicable AG3 zone.

As is evident in Figure 1, the approval of the subject application would result in various structures on both parcels failing to meet the minimum setbacks of the AG3 zone. The applicant proposes to address this non-compliance through amending the zoning on the subject property, as further described in Zoning By-law Amendment Application Z03-20.

In order to address shared access, utilities and servicing, the applicant is proposing to register reciprocal blanket easement across the two parcels. This will allow for the continued shared use of the two properties between Andersons and Sylvite. As is evident in Figure 1, without the blanket easements, the severed parcel does not contain adequate turnaround space for vehicles and emergency services, or parking space. The applicant has confirmed that the intent of both companies is to continue to use the properties in the same manner as it is currently being used.

The property currently contains two septic beds; one which services the existing office building, and one which services a grain elevator. The ACW Building Department has conducted a septic inspection of the subject property, and is requesting that the location of the septic bed which services the office building be more accurately determined by the applicant. The department notes that there is a chance that the bed will not comply with the Ontario Building Code, as it may fall less than 10 feet from the shared lot line between the severed and retained parcels. Should this be the case, the department will not permit the replacement of said septic bed within the same location. However, the department notes that there is adequate space elsewhere on the retained parcel for a contingency bed. ACW staff have no concerns with regard to the application. No further comments were received by neighbours or the Ministry of Transportation.

Section 3.3 of the ACW Official Plan identifies limiting non-farm development in the agriculture designation as a goal of the community, in order to support a strong agricultural sector. The proposed severance facilitates the creation of a new lot to be used for Agricultural Commercial/Industrial uses while maintaining the existing agricultural land base. Section 3.5 of the Official Plan permits severances such as that proposed subject to the provisions of Section 3.4.6, which states that, where possible, agricultural commercial and industrial uses locate in groups, near settlement areas, as is proposed. The odd-shape of the two parcels is not ideal; however, planning staff are satisfied that the proposed easements will address potential adverse impacts. Section 3.4.6 further stipulates that further requirements with regard to agricultural commercial and industrial uses shall be addressed through site plan control.

### **Recommended Conditions**

#### **Expiry Period**

1. Conditions imposed must be met within one year of the date of notice of decision, as required by Section 53(41) of the Planning Act, RSO 1990, as amended. If conditions are not fulfilled as prescribed within one year, the application shall be deemed to be refused. Provided the conditions are fulfilled within one year, the application is valid for two years from the date of the notice of decision.

### **Municipal Requirements**

2. All municipal requirements be met to the satisfaction of the Township including servicing connections if required, cash-in-lieu of park dedication, property maintenance, compliance with zoning by-law provisions for structures, compliance with Section 65 of the Drainage Act and any related requirements, financial or otherwise.
3. The severed parcel be numbered and addressed for 911 purposes to the satisfaction of the Township.
4. The sum of \$250.00 to be paid to the municipality as cash-in-lieu of parkland.
5. The location of the existing septic systems be more precisely determined to the satisfaction of the Township.

### **Survey / Reference Plan**

6. Provide to the satisfaction of the County and the Township:
  - a) a survey showing the lot lines of the severed parcel and the location of any buildings thereon, and
  - b) a reference plan based on the approved survey.

**Zoning**

7. That the severed and retained parcels be rezoned to recognize the non-complying status of existing structures on both parcels.

**Other**

8. Reciprocal blanket easements be registered on both the retained and severed parcels for the purpose of access, maneuvering, utilities, and drainage to the satisfaction of the Township and the County.
9. An easement be registered in favour of the severed parcel for shared use of the well on the retained parcel to the satisfaction of the Township and the County.
10. Site plan control be applied to both the severed and retained parcels through the passing of a site specific site plan control by-law to the satisfaction of the Township.

Respectfully,



---

Celina Whaling-Rae  
Planner



## PLANNING & DEVELOPMENT

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

### NOTICE OF AN APPLICATION FOR CONSENT FOR SEVERANCE

DATE: July 28, 2020

File #C50-2020

TO:

- Owner: The Andersons Canada Limited c/o Dave Wellington
- Applicant: John Ariens, IBI Group
- Florence Witherspoon, Clerk - Township of Ashfield-Colborne-Wawanosh
- Brett Pollock, CBO – Township of Ashfield-Colborne-Wawanosh
- Sarah Louise McGregor, Building Administrative Assistant – Township Ashfield-Colborne-Wawanosh
- Ministry of Transportation London
- Celina Whaling-Rae, Planner, Huron County Planning Department

Enclosed is a copy of an application for Consent for your review and comments to the Huron County Planning & Development Department.

#### LOCATION OF PROPERTY

Township: Ashfield-Colborne-Wawanosh

Lot: Part Lot 3, Concession 4 WD, Part of Road Allowance as RP22R1489, Part 1 Part 2

Address: 35541 Dungannon Road

Owner: The Andersons Canada Limited c/o Dave Wellington      Applicant: John Ariens, IBI Group

#### PURPOSE AND EFFECT

The purpose and effect of this application is for the creation of a new lot. The proposed land to be severed is approximately 1.134 ha (2.80 acres) consisting 1 building, 3 silos and 4 tanks. The land to be retained is approximately 3.449 ha (8.52 acres) consisting 4 buildings, 5 silos and 12 metal bins. The severance also proposes to create an easement.

#### LAST DAY FOR RECEIVING COMMENTS

We would appreciate your comments by **August 11, 2020** as to whether or not your department or agency has any comments to this severance and whether or not any conditions should be imposed. All comments should be addressed to the Attention of Lisa Finch, Land Division Administrator at the following by e-mail address [lfinch@huroncounty.ca](mailto:lfinch@huroncounty.ca) or by regular mail to the address above and to the Attention of Lisa Finch, Land Division Administrator. We will assume you have no objections to the application if no comments are received by the time specified. If this does not provide you with sufficient opportunity to consider the application, please advise.

#### DECISION AND APPEAL

If you wish to be notified of the decision in respect to the proposed consent, you must make a written request to the Huron County Planning & Development Department c/o Ms. Lisa Finch, Land Division Administrator, Huron County Consent Granting Authority at 57 Napier Street, 2<sup>nd</sup> Floor, Goderich, Ontario, N7A 1W2.

If a person or public body, that files an appeal of a decision in respect of the proposed consent, does not make written submission to the Huron County Planning Department before it gives or refuses to give a provisional consent, then the Local Planning Appeal Tribunal may dismiss the appeal.

**ADDITIONAL INFORMATION**

Further information regarding this application will be available to the public for inspection by electronic means or via mail request to:

**Huron County Planning & Development Department  
57 Napier Street, 2<sup>nd</sup> Floor, Goderich, Ontario N7A 1W2  
Attention: Lisa Finch**

# APPLICATION FOR CONSENT



<p><b>For office use only</b></p> <p>Received <u>JULY 20, 20 20</u></p> <p>Considered Complete <u>JULY 27, 20 20</u></p>	<p>File # <u>C50-2020</u></p>
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## 1. PRE-SUBMISSION CONSULTATION

Applicants are strongly encouraged to contact the County and speak/meet with the Planner assigned to the Municipality before submitting an application.

Date of Applicant's consultation meeting with County Planner assigned to Municipality: \_\_\_\_\_

## 2. APPLICATION INFORMATION

<p><b>Name of Applicant</b> <u>John Ariens, MCIP, RPP, IBI Group</u></p> <p><b>Contact Information</b> Address: <u>Suite 200, 360 James St N</u> Town: <u>Hamilton</u> Postal Code: <u>L8L 1H5</u> Home Phone: _____ Cell: <u>905 536 8985</u> Work: <u>905-536-1010</u> Email: <u>john.ariens@ibigroup.com</u> Fax: _____</p>	<p><b>Name of Owner</b> <u>The Andersons Canada Limited, c/o Dave Wellington</u></p> <p><input type="checkbox"/> Check box if same as Applicant</p> <p><b>Contact Information</b> Address: <u>2 Hyland Drive</u> Town: <u>Blenheim</u> Postal Code: <u>N0P 1A0</u> Home Phone: _____ Cell: _____ Work: <u>800 265-5225</u> Email: <u>dwellington@theandersons.com</u> Fax: <u>(519) 676-3185</u></p>
--	--

Solicitor name (if known) \_\_\_\_\_

Address: \_\_\_\_\_

Tel: \_\_\_\_\_ Email: john.ariens@ibigroup.com

Correspondence to be sent to:  all parties, or  applicant, and/or  owner

## 3. LOCATION OF THE SUBJECT PROPERTY—SEVERED & RETAINED (Complete applicable lines)

<p>Municipality: <u>Ashfield-Colborne-Wawanosh</u></p> <p>Ward: <u>Ashfield</u></p> <p>Registered Plan: _____</p> <p>Reference Plan: _____</p> <p>Municipal Address (911 number and street/road name): <u>35541 Dungannon Road</u></p>	<p>Concession: <u>4</u></p> <p>Lot Number(s): _____</p> <p>Lot(s) Block(s): _____</p> <p>Part Number(s): <u>3</u></p> <p>Roll # (if available): <u>40640004000640C</u></p>
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## APPLICATION FOR CONSENT

a) Are there any right-of-way easements or restrictive covenants affecting the severed or retained land?

Yes  No

b) If **Yes**, describe the location of the right-of-way or easement or covenant and its effect:

Unchanged if shown on survey sketch

c) Is any of the severed or retained land in Wellhead Protection Area A, B or C?  Yes  No  Unknown  
**If yes, please obtain a Restricted Land Use Permit from the Risk Management Official.**

If **Unknown**, please consult with your Municipal Planner and obtain a Restricted Land Use Permit if necessary.

d) Is the subject property systematically tiled? If **yes**, please submit tile maps with your application.

Yes  No

### 4. PURPOSE OF THE APPLICATION

Type of proposed transaction:

Transfer:	Other:
<input checked="" type="checkbox"/> Creation of a new lot	<input type="checkbox"/> Charge
<input type="checkbox"/> Addition to lot	<input type="checkbox"/> Lease
<input checked="" type="checkbox"/> An easement	<input type="checkbox"/> Correction of title
<input type="checkbox"/> Other purpose (please specify): _____	

Briefly, describe the proposed transaction:

**Technical severance and site-specific ZBA for mutual lot lines, see Planning Brief**

Name(s) of person(s), if known, to which land or interest in land is to be transferred, leased or charged:

**Sylvite**

If a surplus severance, provide legal description and locations of other farm holdings of owner/purchaser:

If creating a lot addition, identify the lands to which parcel will be added.

Municipality: _____	Concession: _____
Ward: _____	Lot Number(s): _____
Registered Plan: _____	Lot(s) Block(s): _____
Reference Plan: _____	Part Number(s): _____
Municipal Address (911 number and street/road name): _____	Roll # (if available): _____

# APPLICATION FOR CONSENT

## 5. DESCRIPTION OF SUBJECT LAND

### Description land intended to be severed:

Frontage: 34.72

Depth: 158.496

Area: 1.134 ha

Existing Use(s): Agricultural Industrial

Proposed Use(s): Unchanged

Existing Building(s) or Structure(s)

1 building, 3 silos, 4 tanks

a) **Type of access:**

(Check appropriate box)

- existing building(s) or structure(s)
- provincial highway
- county road
- municipal road, maintained all year
- municipal road, seasonally maintained
- other means (please specify)

b) **Type of water supply proposed:**

(check appropriate box)

- publicly owned and operated piped water system
- privately owned and operated individual well
  - dug
  - drilled
- privately owned and operated communal well
- lake or other water body
- other means (please specify)

Share private with retained

c) **Type of sewage disposal proposed:**

(check appropriate box)

- publicly owned & operated sanitary sewage system
- privately owned & operated individual septic tank
- privately owned & operated communal septic system
- privy
- other means (please specify)

Shared with retained

### Description land intended to be retained:

Frontage: 254.41

Depth: 158.496

Area: 3.449 ha

Existing Use(s): Agricultural Industrial

Proposed Use(s): Unchanged

Existing Building(s) or Structure(s)

4 buildings 5 silos 12 metal bins

a) **Type of access:**

(Check appropriate box)

- existing building(s) or structure(s)
- provincial highway
- county road
- municipal road, maintained all year
- municipal road, seasonally maintained
- other means (please specify)

b) **Type of water supply proposed:**

(check appropriate box)

- publicly owned and operated piped water system
- privately owned and operated individual well
  - dug
  - drilled
- privately owned and operated communal well
- lake or other water body
- other means (please specify)

c) **Type of sewage disposal proposed:**

(check appropriate box)

- publicly owned & operated sanitary sewage system
- privately owned & operated individual septic tank
- privately owned & operated communal septic system
- privy
- other means (please specify)

## APPLICATION FOR CONSENT

### 6. LAND USE

- a) What is the existing Official Plan designation of the property?  
Agriculture
- 
- b) What is the zoning of the property?  
Agricultural Commercial/Industrial Zone (AG3)
- 
- c) Are any of the following uses or features on the subject land or on adjacent land, within 500 metres of the subject land?

Please respond **Yes** or **No** to each use or feature

Use of Feature	On Subject Land	On Adjacent Land	
	Please indicate: Yes / No	Within 500 metres of the Subject Land? Please indicate: Yes / No                      Metres	
An agricultural operation, including livestock facility or stockyard	N	Y	
A landfill	N	?	
A sewage treatment plant or waste stabilization plant	N	N	
A provincially significant wetland (Class 1, 2 or 3 wetland)	N	N	
Flood plain	N	N	
A rehabilitated mine site	N	?	
A non-operating mine site within 1 km of the subject land	N	?	
An active mine site	N	?	
An industrial or commercial use (specify the use[s])	Y	?	
A former industrial or commercial use	N	?	
An active railway line	N	N	
A municipal airport	N	N	
An underground storage tank or buried waste	N	?	
A current Environmental Site Assessment for the site or has one been prepared within the last 5 years. If Yes, please submit with application.	N	?	

# APPLICATION FOR CONSENT

## 7. HISTORY OF THE PROPERTY

- a) Has the subject land ever been the subject of an application for approval of a plan of subdivision under Section 51 of the planning Act or a consent under Section 53 of the Planning Act?
- Yes     No     Unkown

If **Yes**, and known, provide file number of the application and the decision made on the application.

File Number: \_\_\_\_\_

Decision: \_\_\_\_\_

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

- c) Is the subject land reserved for either manure applications under the Nutrient Management Plan or manure agreement submitted to the municipality?

Yes     No

## 8. PROVINCIAL POLICY

- a) Is the application consistent with the Provincial Policy Statement issued under Section 3 (1) of the Planning Act?

Yes     No     Unkown

## 9. NATURAL HERITAGE

- a) Does this application need to be reviewed by the Huron County Biologist for comments on Natural Heritage matters? (based on direction from Planner.)

Yes (submit a fee of \$212.00 made payable to: Treasurer, County of Huron)

No

### SEPTIC SYSTEM REVIEW

Please answer Section A OR Section B, depending on the type of servicing available.

#### Section A – Where **SANITARY SEWERS** are available:

Is the property within 183 meters (600 feet) of an abattoir? (slaughter house)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
--	---

#### Section B – Where **SEPTIC SYSTEMS** are available:

The application is for the creation of a new lot for which the primary use will be a new dwelling (other than a new dwelling on a farm).	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
The severed parcel contains a residence or other building(s) serviced by an on-site sewage system?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If you answered <b>Yes</b> : is the on-site sewage system older than 5 years of age?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If you answered <b>Yes</b> : has the on-site sewage system been inspected by a licensed contractor within the past 3 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>If you answered <b>Yes</b>: you are required to provide a certificate of inspection with your application.</p> <p>If you answered <b>No</b>: you will be required to have an inspection carried out and provide a certificate of inspection as a condition of consent (severance) approval.</p>	
Is the property <u>less than</u> .4 hectares (1 acre) in area?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the property have <u>less than</u> .2 hectares (1/2 acre) of "useable land"* for septic tank	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

## APPLICATION FOR CONSENT

and tile bed? See definition of "usable land" below

- \* "Usable Land" means an area of land with suitable original soil for the installation of a Class 4 subsurface sewage disposal system, free of any buildings, structures, swimming pools, etc. and such land is or will be used solely for a septic tank and tile bed and any future replacement of the tile bed, and which area is at least 3 metres (10 feet) from any property line, at least 15 metres (50 feet) from any drilled well, at least 30 metres (100 feet) from any dug well, at least 15 metres (50 feet) from any top-of-bank of a watercourse or lake, not located in a flood plain, not located in an environmentally sensitive area, and does not contain field tile or other artificial drainage. (Other restriction may apply according to legislation).

Note: Consult with your Municipal Planner to confirm if the application requires comments for a septic system review and to confirm if there is an applicable fee to be submitted with the application (all fees for septic system review will be payable to the Municipality)

### 10. SKETCH CHECKLIST

*The application shall be accompanied by a clean, legible sketch showing the following information. Failure to supply this information will result in a delay in processing the application.*

*Please do not use pencils for completing sketch as they do not copy well.*

Please check the boxes indicating that your sketch provides the following information:

- boundaries and dimensions of the land that is to be severed and the part that is to be retained;
- boundaries and dimensions of any land owned by the owner of the subject land that abuts the severed and retained land;
- distance between the subject land and the nearest township lot line and/or landmark, such as a railway crossing or bridge;
- location of all land previously severed from the parcel;
- location of all wells, including abandoned wells, on neighbouring properties within 30m of lot lines of both the severed and retained lands subject to this consent application;
- location of all natural and artificial features in the subject land and adjacent lands such as railways, roads, watercourses, drainage ditches, field drains, river or stream banks, wetlands, wooded areas and the location and nature of any easement affecting the subject land;
- location of all buildings, wells, abandoned wells and all components of a sewage system (i.e. septic tanks and weeping beds) on the severed and retained lands, and the distance of each to the proposed new lot line;
- existing uses on adjacent land such as residential, <sup>See septic report</sup> agricultural and commercial uses; **Agricultural**
- location of beach access - if the property is a recreational property, adjacent to or in proximity to the waterfront;
- location and nature of any easements affecting the property; **See survey sketch, unchanged where existing**
- whether sewage disposal will be provided by a publicly owned and operated sanitary sewage system, a privately owned and operated individual or communal septic system, a privy or other means.

**APPLICATION FOR CONSENT**

**11. APPLICANT'S/OWNER'S DECLARATION**

(This must be completed by the Person Filing the Application for the proposed development site.)

I, John Ariens of the  
(Name of Applicant)  
City of Kitchener  
(Name of Town, Municipality, etc.)

In the Region/~~County~~/District of Waterloo solemnly declare that all of the statements contained in this application and supporting documentation are true and complete, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of the "Canada Evidence Act." I hereby acknowledge and accept the requirements and costs referred to the in Notes listed.

**NOTES:**

Please be advised the responsibility for filing a complete application rests solely with the owner/applicant. Anything not requested or applied for in this application and subsequently found to be necessary (which may require another application(s) and fee(s)) are the sole responsibility of the owner/applicant. The County/Municipality will address only the application as applied for, and any items that are not included in the application are not the responsibility of the County/Municipality.

All studies required to support this application shall be at the expense of the applicant and included at the time of submission as a complete application. Where the County/Municipality incurs costs for the peer review of any consultants' reports or fees for legal opinions, the County/Municipality will be reimbursed such costs by the applicant.

In the event of third-party appeals to applications approved by the County/Municipality, the applicant may be responsible for some or all of the legal and other costs incurred by the County/Municipality, at the discretion of the County/Municipality.

DECLARED before me at:

Region/County/District \_\_\_\_\_

In the Municipality of Hamilton

This 7<sup>th</sup> day of July, 2020  
(Day) (Month) (Year)

Signature John Ariens

John Ariens  
Please Print Name of Applicant

Jared Vail Marcus  
Commissioner of Oaths

**Jared Vail Marcus, a Commissioner, etc.,**  
Province of Ontario,  
for IBI Group.

**Expires December 5, 2020.**

## APPLICATION FOR CONSENT

### 12. OWNER/APPLICANT'S CONSENT DECLARATION

In accordance with the provisions of the Planning Act, it is the policy of the County Planning Department to provide the public access to all development applications and supporting documentation.

In submitting this development application and supporting documentation,

I, David Wellington, CFO The Andersons Canada Limited the owner/the authorized applicant, hereby acknowledge the above-noted policy and provide my consent, in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, that the information on this application and any supporting documentation provided by myself, my agents, consultants and solicitors, will be part of the public record and will also be available to the general public.

I hereby authorize the County of Huron staff, municipal staff and council members of the decision making authority to have access to the subject site for purposes of evaluation of the subject application.

If the application is deemed incomplete, the applicant has 60 days to provide the necessary information. After 60 days has lapsed, the application and fee will be mailed back to the applicant.

David Wellington  
Signature

July 6, 2020  
Date

David Wellington, CFO  
Print Name

CFO, The Andersons Canada Limited  
Title

Where the owner is a firm or corporation, the person signing this section shall complete one or more of the following (please check):

I have the authority to bind the corporation.

Affixed is the corporate seal.

### 13. AUTHORIZATIONS

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form or the authorization set out below must be completed.

#### Authorization of Owner for Agent to Make the Application

I, David Wellington, CFO, am the owner of the land that is the subject of this application for a consent and for the purposes of the Freedom of Information and Protection of Privacy Act, I authorize

IBI Group, to make this application on my behalf.

David Wellington  
Signature

July 6, 2020  
Date

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

## APPLICATION FOR CONSENT

### Authorization of Owner for Agent to Provide Personal Information

The Andersons Canada Limited  
I, David Wellington, CFO, am the owner of the land that is the subject of this application consent and, for the purposes of the *Freedom of Information and Protection of Privacy Act*, I authorize

ISI Group, as my agent for this application to provide any of my personal information that will be included in his application or collected during the process of the application..

David Wellington  
Signature

Jul 7, 2020  
Date

David Wellington  
Print Name

CFO  
Title

**Note:** Where the owner is a firm or corporation, the person signing this section shall state that he/she has authority to bind the corporation or affix the corporate seal.





## PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

Phone: 519.524.8394 Ext. 3 Fax: 519.524.5677

Toll Free: 1.888.524.8394 Ext. 3

www.huroncounty.ca

5.3

To: Township of Ashfield-Colborne-Wawanosh, Mayor, and Members of Council  
From: Celina Whaling-Rae, Planner  
Date: August 26, 2020

**Re: Minor Variance Application MV83-20**

Plan 136, Part of Park Lot 2 North of Melbourne Street, RP 22R6786 Part 1, Ashfield, Township of Ashfield-Colborne-Wawanosh, known municipally as 68 North Street, Port Albert

**Owner/Applicant:** Darcy Quinlan

This report is submitted to Ashfield-Colborne-Wawanosh (ACW) Council for the public meeting on September 1, 2020.

### RECOMMENDATION

It is recommended that the requested variance in application MV08/20 be approved, subject to the following conditions:

1. That the structure be located within the footprint contained on the site plan that accompanied the application.
2. That the structure be constructed as shown in the elevation drawing that accompanied the application.
3. That the variances' approval be valid for a period of 18 months from the date of the Committee's decision.

### PURPOSE

This application was submitted for the purpose of allowing a shed to be constructed at a height of 6 metres. Section 3.4.3 of the ACW Zoning By-law stipulates that the maximum height at which an accessory building may be constructed in the VR1 (Village/Hamlet Residential – Low Density) zone is 4.5 metres. The applicant is requesting a 1.5 metre variance in order to construct a shed in which his travel trailer may be stored. The shed is proposed to be located at the southwest corner of the subject property.

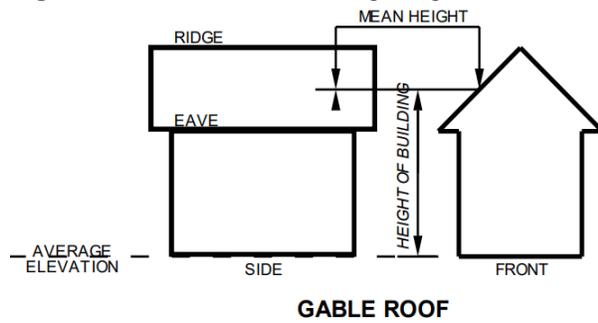
### REVIEW

The subject property is designated Village/Hamlet, and is located in Port Albert. It is zoned VR1 (Village/Hamlet Residential – Low Density) (Zone Map 11D). Section 8.4.4.9 of the ACW Official Plan requires development to be compatible with surrounding uses. Section 45(1) of the *Planning Act* provides the following four tests of a minor variance:

- Is the variance minor?
- Is the variance considered appropriate planning for the subject site?
- Does the development conform with the ACW Zoning By-law?
- Does the development conform with the ACW Official Plan?

The building height of an accessory structure with a gable roof (as is proposed) in the ACW Zoning By-law is calculated as the vertical distance from the finished grade level to the mean height between the eaves and the ridge (as seen in Figure 1). This distance is what is proposed to be 6 metres.

**Figure 1: Illustration of Building Height**



**Figure 2: Aerial Photo of Subject Property**



**Figure 3: Image of the Subject Property**



The purpose of regulating the height of structures within settlement areas is to reduce the impact of shadowing on adjacent properties, and to ensure the maintenance of community character. In this case, the properties adjacent to the subject property are vacant, thus eliminating any potential negative impacts on neighbours. The lots in this portion of Port Albert are large enough that any future development will not be inevitably subject to any shadowing. As such, the variance can be considered minor.

The proposal can also be considered appropriate. Despite the requested variance, the proposed shed is of a size that is appropriate for an accessory structure, and the main residence will remain the focal point of the property from a visual perspective.

A shed such as that proposed is permitted within the VR1 zone as a structure accessory to the residence on the subject property. The site will continue to be used for residential purposes, as is intended. The development conforms with the ACW Official Plan and Zoning By-law.

**COMMENTS**

	Not Received	No Concerns	Concerns	See Conditions / Comment
Neighbours	✓			
ACW Staff		✓		

**SUMMARY**

It is recommended that minor variance application ACW MV08/20 be approved with conditions requiring that the structures be located within the proposed footprint and elevations, and that the variances' approval be valid for a period of 18 months from the date of the Committee's decision.

Please note that this report is prepared without the benefit of input from the public, as may be obtained through the public meeting. Council should carefully consider any comments and/or concerns expressed at the public meeting prior to make their decision on this application.

Sincerely,

Celina Whaling-Rae  
 Planner  
 Site Inspection: August 20, 2020

**Effect of Public and Agency Comments on Decision of Council to the Planning application  
 (Pursuant to Sections 17, 22, 34, 35, 45, 51 and 53 of the Planning Act, RSO, 1990, as amended)**

	<b>A. Effect of Public Comments on Decision of Council</b>	<b>B. Effect of Agency Comments on Decision of Council (e.g. Planning, Public Works, Health Unit)</b>
<b>1. Council agrees with effects of input as contained in the planning report</b>	Council concurs with the planning report regarding the effect of public and agency comments on the decision.	
<b>2. No comments received</b>	No public comments were received on this application so there was no effect on the decision.	No agency comments were received on this application so there was no effect on the decision.
<b>3. Supportive comments received</b>	Public comments were received in support of the application, the effect of which resulted in a decision to approve the application.	Agency comments were received in support of the application, the effect of which resulted in a decision to approve the application.
<b>4. Concerns raised were addressed through conditions to approval or changes to mapping or text amendment</b>	Public comments were received on the issue(s) of _____. The comments were address through (conditions to approval/changes to the mapping or text of the amendment).	Comments were received from agencies on the issues of _____. The comments were addressed through (conditions to approval/changes to the mapping or text of the amendment).
<b>5. Concerns raised did not influence the decision</b>	Public comments were received on the issue(s) of _____. Comments were thoroughly considered but the effect did not influence the decision of Council to (approve/deny) the application.	Comments were received from agencies identifying the issue(s) of _____. Comments were thoroughly considered but the effect did not influence the decision of Council to (approve/deny) the application.
<b>6. Concerns raised did influence the decision</b>	Public comments were received on the issue(s) of _____, the effect of which influenced the decision of Council to (approve/deny) the application.	Agency comments were received on the issue(s) of _____, the effect of which influenced the decision of Council to (approve/deny) the application.
<b>7. Comments received in support and opposition to the application</b>	Options from above 1A/3A/4A/5A/6A	Options from above 1B/3B/4B/5B/6B
<b>8. Other</b>	Additional wording deemed appropriate by Council	Additional wording deemed appropriate by Council



Township of Ashfield-Colborne-Wawanosh  
82133 Council Line, RR5  
Goderich, ON N7A 3Y2  
[www.acwtownship.ca](http://www.acwtownship.ca)  
519-524-4669

August 20, 2020  
**FILE: ACW MV08-20 Quinlan**

## Notice of Public Meeting

For a Proposed Minor Variance to Zoning By-law 32-2008

Planning Act, R.S.O. 1990, cP. 13., S. 45 (5)

A change is proposed in your neighbourhood. A Minor Variance Application has been received that, if approved, would allow the construction of a shed in the rear yard with a mean height of 5.7 metres.

**You are invited to participate in an online Public Meeting on Tuesday, September 1<sup>st</sup>, 2020 at 9:00am.** During this time, the Township of Ashfield-Colborne-Wawanosh Committee of Adjustment will be considering the change.



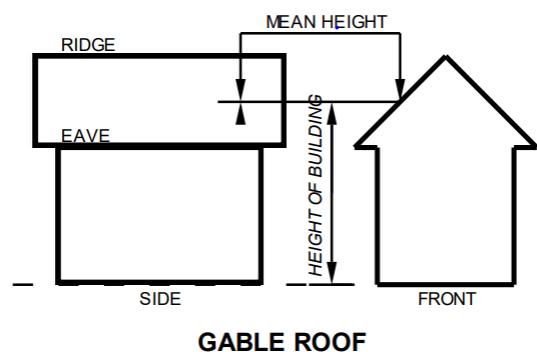
Owner/Applicant: Darcy Quinlan

Location of Property: Plan 136 Part Park Lot 2 North of Melbourne Street, RP 22R6786 Part 1, Ashfield (68 North Street, Port Albert)

## The Proposed Change

The purpose of this application is to seek relief from Zoning By-law 32-2008 for the Township of Ashfield-Colborne-Wawanosh. Section 3.4.3 of the by-law stipulates that the maximum height at which an accessory structure (i.e. shed) may be constructed on the subject property is 4.5 metres. The applicant is proposing to construct a shed that has a mean height of 6 metres.

The subject property is designated Village/Hamlet in the Ashfield-Colborne-Wawanosh Official Plan and is zoned VR1 (Village/Hamlet Residential – Low Density) in the Ashfield-Colborne-Wawanosh Zoning By-law (Zone Map 13C).



## Learn More

Further information regarding this application can be found at <http://www.acwtownship.ca/property-development/planning-applications/>. Questions may be directed to the Planner Celina Whaling-Rae at [cwhalingrae@huroncounty.ca](mailto:cwhalingrae@huroncounty.ca) or by phoning 519-524-8394 extension 3. Once the municipal office re-opens, information about the application can also be obtained in-person between the hours of 8:30am and 4:00pm.

## Have Your Say

Comments and opinions submitted on this proposal, including the originator's name and address, become part of the public record, and may be viewed by the general public and may be published in a planning report and Council agenda.

1. You can submit comments, objections or concerns by mail (address above) or email to [clerk@acwtownship.ca](mailto:clerk@acwtownship.ca)
2. You can speak during the online public meeting. \*Individuals are strongly encouraged to submit their comments prior to the meeting for consideration.

## How to Access the Public Meeting

As a result of the COVID-19 Pandemic, the Township of Ashfield-Colborne-Wawanosh has closed the municipal office to the public. The Public Meeting will be held in electronic format.

You are entitled to attend this public meeting electronically to express your views about this application, or you may be represented by counsel for that purpose.

For information on how to participate in the Public Meeting, please visit the municipal website at <http://www.acwtownship.ca/council/council-agendas-4/>. Details on participating in the electronic meeting will be provided when the agenda is published at the end of the business day on the Friday before the meeting. If you have any questions regarding how to participate in the meeting, please phone the municipal office at 519-524-4669.

## Stay Informed

If you would like to be notified of the decision, you must make a written request to the Committee of Adjustment at the municipal address above, or through email to [clerk@acwtownship.ca](mailto:clerk@acwtownship.ca). This will also entitle you to be advised of a possible Local Planning Appeal Tribunal hearing if the decision of this application is appealed.

## Your Rights

The applicant, the Minister of Municipal Affairs & Housing, or any other person or public body who has an interest in this matter may, within 20 days of the making of the decision, appeal to the Tribunal against the decision of the committee. This may be done by filing with the Secretary-Treasurer of the Committee a Notice of Appeal setting out the objection to the decision and the reasons in support of the objection. This must be accompanied by payment to the Secretary-Treasurer of the fee charged by the Tribunal under the Local Planning Appeal Tribunal Act, 2017 as payable on an appeal from a Committee of Adjustment to the Tribunal, in accordance with Section 45(12) of the Planning Act. For more information, please visit the Local Planning Appeal Tribunal website at <https://elto.gov.on.ca/tribunals/lpat>.

<b>For office use only</b>	File # <u>ACW MV08-20</u>
Received <u>August 14, 2020</u> , 20__	
Considered Complete <u>August 17, 2020</u> , 20__	

## APPLICATION FOR MINOR VARIANCE OR FOR PERMISSION

*Planning Act, RSO 1990, O. Reg. 200/96, Amended by O.Reg. 432/96 & 508/98*

Minor Variance	2018 Fee Effective Jan 1/18	2019 Fee Effective Jan 1/19	2020 Fee Effective Jan 1/20	2021 Fee Effective Jan 1/21
- 1 or 2 variances	\$1,456	\$1,484	\$1,514	\$1,544
- 3 or more variances	\$1,872	\$1,909	\$1,947	\$1,986

**Each application must be accompanied by the application fee in the form of a cheque payable to the local municipality.**

The undersigned hereby applies to the Committee of Adjustment for the Township of Ashfield  
- Colborne - Wawanosh (name of municipality) under section 45 of the **Planning Act 1990** for relief, as described in this application, from By-law No \_\_\_\_\_ (as amended).

1. Name of Owner Darcy Quinlan  
 Telephone: 519 440 1137 Email: Darcyquinlan@hotmail.com  
 Address 68 North st Port Albert RR# 3 Godwin Ontario  
N7A 3X9

2. Name of Agent (if applicable) \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Email: \_\_\_\_\_  
 Address \_\_\_\_\_

*Note: Unless otherwise requested, all communications will be sent to the agent, if any.*

3. Provide legal description and address of property.  
 Ward: ACW  
 Concession: \_\_\_\_\_ Lot: 2<sup>N</sup> Melbourne St RP Registered Plan #: 136 PT Park Lot  
 911 Address and Road Name: 68 North Street Port Albert

**NOTE: If property legal description and address approved, all numbers following will need to be changed.**



12. Particulars of all buildings and structures on or proposed for the subject land (Specify ground floor area, number of storeys, width, length, height, etc.):

Existing:

Residence

Proposed:

60 x 40 shed 16 foot wall height  
7 ft eaves to peak

13. Location of all buildings and structures on or proposed for the subject land (Specify distance from side, rear and front lot lines):

Existing:

Proposed:

Shed: 9m to rear lot line, 12m to west (interior side yard) lot line

14. Date of acquisition of subject land:

15. Date of construction of all buildings and structures on subject land:

sept 17, 2019

16. Existing uses of the subject property:

Single Family Dwelling

17. Existing uses of abutting properties:

farm fields, residential

18. Length of time the existing uses of the subject property have continued:

since acquisition

19. Municipal services available (check appropriate space or spaces):

Water – Connected

Publicly Owned

Privately Owned

Communal Well

Lake

Sewage Disposal – Connected

Sanitary Sewers

Septic System

Privy

Storm Drainage – Connected

Storm Sewers

Ditches

Swales

Other

20. Is this property assessed to a Municipal Drain?

Yes  No

If yes, what is the name of the drain? \_\_\_\_\_

21. Is there a tile drain loan for this property or has an application for a tile drain loan been submitted to the Municipality within the last 90 days?

Yes  No

22. Present Official Plan provisions applying to the land:

Village / Hamlet

23. Present Zoning By-law provisions applying to the land:

VR 1

24. Has the owner previously applied for relief in respect of the subject property?

Yes  No

If the answer is yes, describe briefly:

25. Applicants are strongly encouraged to contact the County and speak/meet with the Planner to the Municipality before submitting an application for information.

Date of Applicant's consultation meeting with County Planner: \_\_\_\_\_

Has the Planner advised the Applicant that this application needs to be reviewed by the Huron County Stewardship Coordinator for comments on Natural Heritage matters.

Yes  (submit a fee of \$212.00 made payable to the Treasurer, County of Huron) No

26. Is the subject property the subject of a current application for consent or plan of subdivision under the **Planning Act**? If yes, please indicate file number:

Yes  No

**Notes:**

a) It is required that . . . . . copies of this application be filed with the Secretary-Treasurer of the Committee of Adjustment, together with the plan referred to in Note 2, accommodated by a

fee of \$ 1514 in cash or by cheque made payable to the Treasurer of the

Township of Ashfield - Colborne - Wawanagh  
(name of municipality)

b) Each copy of this application must be accompanied by a plan showing the dimensions of the subject land and all abutting land; the location, size and type of all existing and proposed buildings and structures on the subject land indicating the distance of the buildings from the lot lines; approximate location of all natural and artificial features on the subject and adjacent lands; location, width and name of roads; location of easements; and use of adjacent lands. The Committee of Adjustment may require that the plan be signed by an Ontario Land Surveyor.

- c) *Please be advised the responsibility for filing a complete application rests solely with the owner/applicant. Anything not requested or applied for in this application and subsequently found to be necessary (which may require another application(s) and fee(s)) are the sole responsibility of the owner/applicant. The County/Municipality will address only the application as applied for, and any items that are not included in the application are not the responsibility of the County/Municipality.*

*All studies required to support this application shall be at the expense of the applicant and included at the time of submission as a complete application. Where the County/Municipality incurs costs for the peer review of any consultants' reports or fees for legal opinions, the County/Municipality will be reimbursed such costs by the applicant.*

*In the event of third-party appeals to applications approved by the County/Municipality, the applicant may be responsible for some or all of the legal and other costs incurred by the County/Municipality, at the discretion of the County/Municipality.*

**OWNER'S AUTHORIZATION**

(This must be completed by the OWNER if the owner is not filing the application.)

I/We Dary Quinlan, being the registered owner(s) of the subject lands,  
hereby

authorize \_\_\_\_\_ to prepare and submit an application of Minor  
Variance.

Dary Quinlan  
Signature of Owner

April 28, 2020  
Date

**APPLICANT'S DECLARATION**

(This must be completed by the Person Filing the Application for the proposed development site.)

Dary Quinlan of the Ashfield Colborne Wawanosh  
(Name of Applicant) (Name of Town, Township, etc.)

In the Region/County/District Huron solemnly declares that all of the statements  
contained in this application and supporting documentation are true and complete, and I make this solemn  
declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made  
under oath, and by virtue of the "Canada Evidence Act."

DECLARED before me at:

Region/County/District Huron

In the Municipality of ACW.

Signature

This 14<sup>th</sup> day of August, 2020  
(Day) (Month) (Year)

Dary Quinlan  
Please **Print** name of Applicant

[Signature]  
Commissioner of Oaths

**Florence Witherspoon, Deputy-Clerk**  
Township of  
**Ashfield-Colborne-Wawanosh**  
Commissioner for taking Oaths etc.

**OWNER/APPLICANT'S CONSENT DECLARATION**

In accordance with the provisions of the Planning Act, it is the policy of the County Planning Department to provide the public access to all development applications and supporting documentation.

In submitting this development application and supporting documentation, I, Dag Oub, the owner/the authorized applicant, hereby acknowledge the above-noted policy and provide my consent, in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, that the information on this application and any supporting documentation provided by myself, my agents, consultants and solicitors, will be part of the public record and will also be available to the general public.

I hereby authorize the County of Huron staff, Municipal staff and council members of the decision making authority to access to the subject site for purposes of evaluation of the subject application.

Dag Oub  
Signature

April 28, 2020  
Date

**OFFICE USE ONLY**

CERTIFICATION

I, \_\_\_\_\_

For the \_\_\_\_\_

Of \_\_\_\_\_ in the \_\_\_\_\_ of \_\_\_\_\_

Certify that the above application is a true copy.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Signature \_\_\_\_\_

**COMPLETE THIS FORM TO DETERMINE IF  
SEPTIC COMMENTS ARE REQUIRED  
ON YOUR PLANNING APPLICATION**

For certain planning applications, comments are required from local municipal staff to assist the municipality in its decision on your application. This sheet will determine if comments are required from local staff, and if so, the appropriate fee\* must be submitted with your application and paid to the local municipality (\*based on the local municipality's Fee Schedule – consult with your Planner to determine).

Name of Applicant: Darcy Dunlop

Name of Owner (if different from the applicant): \_\_\_\_\_

Location of Property (Lot, Concession or Registered Plan, and Municipality):  
\_\_\_\_\_

Type of Planning Application(s) submitted with this form:

- Consent (severance)                       Minor Variance  
 Zoning By-Law Amendment             Plan of Subdivision/Condominium  
 Official Plan Amendment

Please answer Section A OR Section B, depending on the type of servicing available. In the following question, "property" means the subject property or, in the case of a severance, each of the resulting lots.

Section A – Where **SANATARY SEWERS** are available.

Is the property within 183 metres (600 feet) of an abattoir (slaughter house)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
--	------------------------------	--

Section B – Where **SEPTIC SYSTEMS** are required.

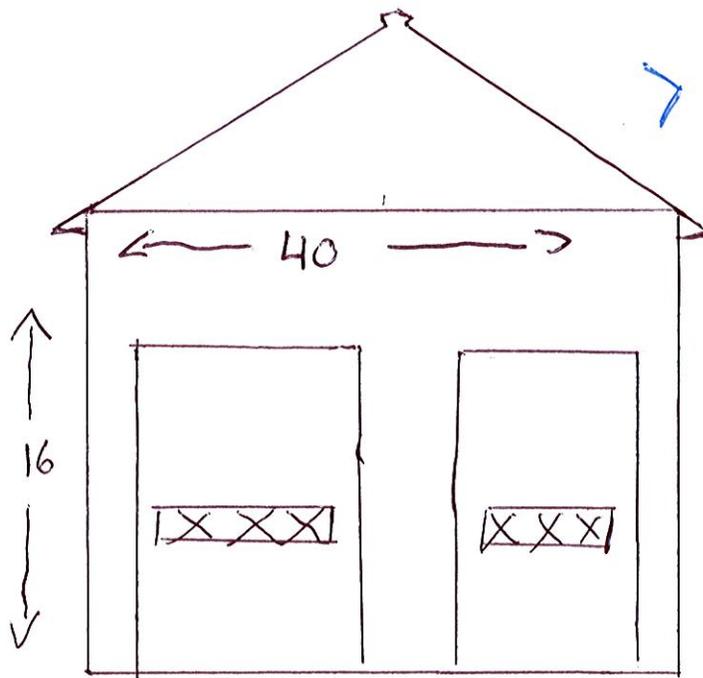
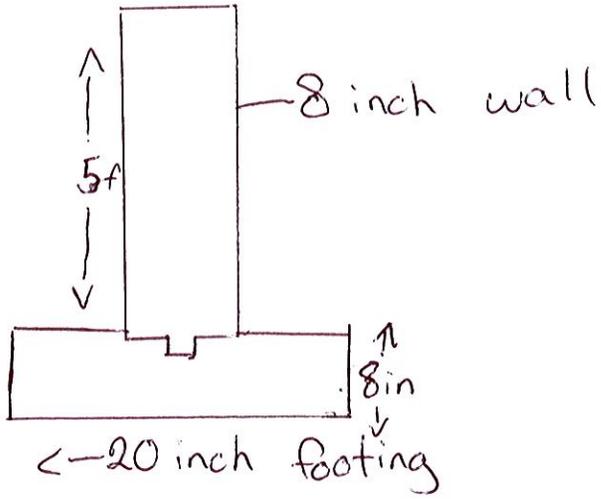
The application is for the creation of a new lot for which the primary use will be a new dwelling (other than a new dwelling on a farm).	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the property less than .4 hectares (1 acre) in area?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the property have less than .2 hectares (1/2 acre) of "useable land" for a septic tank and tile bed? See definition of "useable land" below.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
I am uncertain of the location of the existing septic tank and tile bed on the property.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
There will be more than one dwelling unit on each lot.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
An industrial or commercial use is proposed which will require a septic system.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the property with 183 metres (600 feet) of an abattoir (slaughter house)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
The application is for a new Plan of Subdivision/Condominium	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Proceed to Section C

"Useable Land" means an area of land with suitable original soil for the installation of a Class 4 subsurface sewage disposal system, free of any buildings, structures swimming pools, etc. and such land is or will be used solely for a septic tank and tie bed and any future replacement of the tile bed, and which area is at least 3 metres (10 feet from any property line, at least 15 metres (15 feet) from a top-of-bank of a watercourse or lake, not located in a flood plain, not located in an environmentally sensitive area, and does not contain field tile or other artificial drainage. (Other restrictions may apply according to legislation.)



# 60 X 40 Shed



40 x 60  
wide long

trusses to peak = 7ft  
height = 16ft  
wall (on top of concrete)

NORTH STREET  
(REGISTERED PLAN No. 136 - 20.117 WIDE)  
PIN 41108-0001

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT	PLAN 22R-
DATE: _____	RECEIVED AND DEPOSITED
DATE: _____	DATE: _____
D.A. CULBERT ONTARIO LAND SURVEYOR	REPRESENTATIVE FOR LAND REGISTRAR FOR THE LAND TITLES DIVISION OF HURON (No 22)

PARTS SCHEDULE			
PART	LOT	PLAN	PIN
1	Part Of PARK LOT 2 North Of Melbourne Street	136	PIN 41109-0327

THIS PLAN COMPRISES PART OF PIN 41109-0327

PLAN OF SURVEY  
OF PART OF  
**PARK LOT 2**  
NORTH OF MELBOURNE STREET  
REGISTERED PLAN No. 136  
GEOGRAPHIC TOWNSHIP OF ASHFIELD  
TOWNSHIP OF ASHFIELD -  
COLOBORNE - WAWANOSH  
COUNTY OF HURON  
SCALE 1:750

Metric  
2019  
D. CULBERT LTD.  
ONTARIO LAND SURVEYOR

- NOTES AND LEGEND
- BEARINGS ARE UTM GRID (SEE INTEGRATION DATA)
- DENOTES MONUMENTATION FOUND
  - DENOTES MONUMENTATION PLANTED
  - SIB DENOTES 2.5cm sq. STANDARD IRON BAR
  - SSIB DENOTES 2.5cm sq. SHORT STANDARD IRON BAR
  - IB DENOTES 1.6cm sq. IRON BAR
  - CC DENOTES CUT CROSS
  - WT DENOTES WITNESS
  - AGM DENOTES ARCHIBALD GRAY & MCKAY LTD., O.L.S.
  - 758 DENOTES B.M. ROSS, O.L.S.
  - 1322 DENOTES C.R. KIAR, O.L.S.
  - 1527 DENOTES D. CULBERT LTD., O.L.S.
  - P1 DENOTES A PLAN OF SURVEY BY (1527) PLAN 8-GL-0894-A
  - P2 DENOTES A PLAN OF SURVEY BY (1322) PLAN 75-133--A
  - P3 DENOTES REGISTERED PLAN No. 136
- ALL PINS ARE SUFFIXED (LT) UNLESS NOTED (R)

SURVEYOR'S CERTIFICATE:

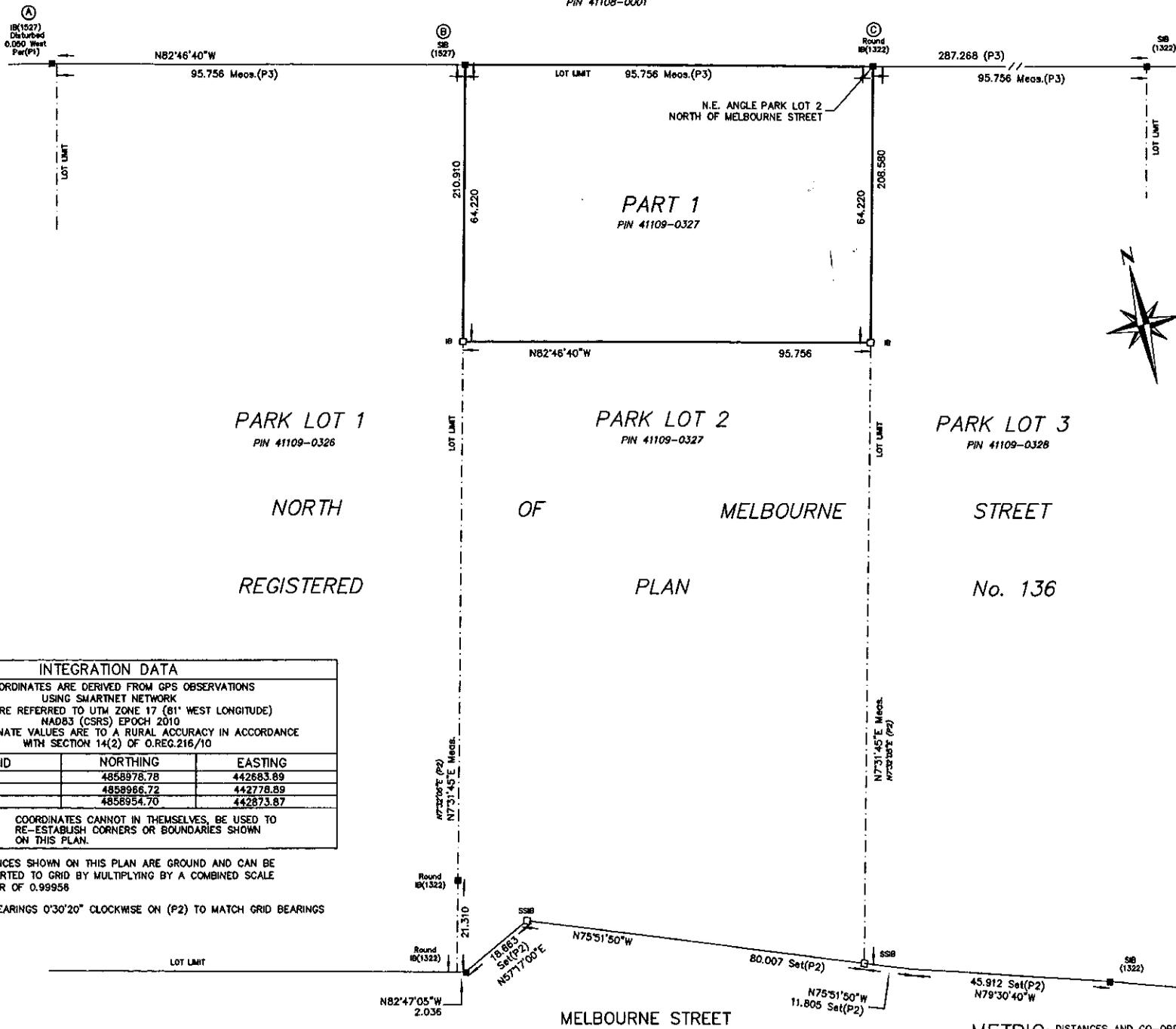
I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON THE 6TH DAY OF JUNE, 2019

JUNE 10, 2019  
CODERICH, ONTARIO

D.A. CULBERT  
ONTARIO LAND SURVEYOR

<b>D. CULBERT LTD.</b> ONTARIO LAND SURVEYOR CODERICH, ONTARIO PHONE: 519-524-5321	ONTARIO <b>OCL</b> LAND SURVEYOR
DRAWN BY: BDCS CHECKED BY: DAC	DIGITAL FILE: AS1906R1 FILE No: ASH-0136-02-7
PLAN No: <b>2-GZ-2207</b>	



INTEGRATION DATA		
COORDINATES ARE DERIVED FROM GPS OBSERVATIONS USING SMARTNET NETWORK AND ARE REFERRED TO UTM ZONE 17 (81° WEST LONGITUDE) NAD83 (CSRS) EPOCH 2010		
COORDINATE VALUES ARE TO A RURAL ACCURACY IN ACCORDANCE WITH SECTION 14(2) OF O.REG.216/10		
POINT ID	NORTHING	EASTING
A	4858978.78	442683.89
B	4858966.72	442778.89
C	4858954.70	442873.87

CAUTION: COORDINATES CANNOT IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

DISTANCES SHOWN ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 0.99958

ROTATE BEARINGS 0°30'20" CLOCKWISE ON (P2) TO MATCH GRID BEARINGS

**Ashfield-Colborne-Wawanosh Monthly Summary**

7.1.1

**Month: June 2020**

**Benmiller:**

<b>Item</b>	<b>Number</b>	<b>Comments</b>
Adverse Samples	0	
Non-compliances	0	
Equipment issues:		<p><u>Maintenance Activities Completed</u></p> <ul style="list-style-type: none"> <li>8<sup>th</sup> Checked well house, day tank, eyewash bottle, fire extinguisher and spill containment. Cleaned CI 17 and CI2 analyzers also CI2 injectors. Ran Auto dialer and generator tests. Inspected man hole covers</li> </ul>
General Information:		Vehicles are checked Monthly – licenses/Ins. /safety kits up to date and on/in vehicles and any maintenance deemed necessary.
Alarms		Date:            Alarm:
Main breaks/Leaks		Date:            Type:
Power outages		Date:
Shut-off / Turn-on / Complaints		Shut-off:  Turn-on:  Complaint:
Locates		

**Ashfield-Colborne-Wawanosh Monthly Summary**

**Month: June 2020**

**Century Heights:**

Item	Number	Comments
Adverse Samples		
Non-compliances		
Equipment issues:		<p><u>Maintenance Activities Completed</u></p> <ul style="list-style-type: none"> <li>• 4<sup>th</sup> Cleaned Turbidity Analyzer</li> <li>• 15<sup>th</sup> Verified and UV sensors #1 and #2. Checked well house, day tank, spill containment, eyewash station, and fire extinguisher.</li> <li>• 17<sup>th</sup> Replaced Stenner pump #2 and cleaned the Cl2 injector.</li> <li>• 21<sup>st</sup> Semiannual pressure tank test #1 thru #10</li> <li>• 22<sup>nd</sup> Ran auto dialer and generator tests, cleaned Cl17 analyzer and changed Cl2 lines</li> </ul>
General Information:		<p>Vehicles are checked Monthly – licenses/Ins. /safety kits up to date and on/in vehicles and any maintenance deemed necessary.</p>
Alarms		<p>Date:            Alarm:</p>
Main breaks/Leaks		<p>Date:            Type:</p>
Power outages		<p>Date:</p>
Shut-off / Turn-on / Complaints		<p>Shut-off:</p> <p>Turn-on:</p> <p>Complaint:</p>
Locates		

**Ashfield-Colborne-Wawanosh Monthly Summary**

**Month: June 2020**

**Dungannon:**

<b>Item</b>	<b>Number</b>	<b>Comments</b>
Adverse Samples		
Non-compliances		
Equipment issues:		<p><u>Maintenance Activities Completed</u></p> <ul style="list-style-type: none"> <li>• 16<sup>th</sup> Checked eyewash station, well house building, spill containment and day tank. Pressure tanks #1 thru #4 semiannual check.</li> <li>• 21<sup>st</sup> Changed Cl2 and NaSi lines.</li> <li>• 29<sup>th</sup> Cleaned Cl2 and Cl17 analyzers also cleaned NaSi Injector. Ran auto dialer and generator tests</li> </ul>
General Information:		Vehicles are checked Monthly – licenses/Ins. /safety kits up to date and on/in vehicles and any maintenance deemed necessary.
Alarms		Date:            Alarm:
Main breaks/Leaks		Date:            Type:
Power outages		Date:  12 <sup>th</sup> Hydro Interruption
Shut-off / Turn-on / Complaints		Shut-off:  Turn-on:  Complaint:
Locates		

**Ashfield-Colborne-Wawanosh Monthly Summary**

**Month: June 2020**

**Huron Sands:**

<b>Item</b>	<b>Number</b>	<b>Comments</b>
Adverse Samples		
Non-compliances		
Equipment issues:		<p><u>Maintenance Activities Completed</u></p> <ul style="list-style-type: none"> <li>• 8<sup>th</sup> Cleaned Cl2 and Cl17 Injectors</li> <li>• 22<sup>nd</sup> Cleaned Cl17 Analyzer. Checked eyewash bottles, well house, spill containment and day tank. Ran Auto dialer test</li> </ul>
General Information:		Vehicles are checked Monthly – licenses/Ins. /safety kits up to date and on/in vehicles and any maintenance deemed necessary
Alarms		Date:            Alarm:
Main breaks/Leaks		Date:            Type:
Power outages		Date:
Shut-off / Turn-on / Complaints		Shut-off:  Turn-on:  Complaint:
Locates		

**On-Going Items / Recommendations:**

There were 7 locates in ACW for March

**\* All sites being sanitized weekly as per COVID19 protocol\***

**Benmiller:**

- Annual Generator Service By Sommers

**Century Heights:**

- UV Reference sensor sent out for calibration
- Annual Generator Service By Sommers
- Annual flow meters calibration
- 

**Dungannon:**

- Annual Generator Service By Sommers
- Annual flow meter calibration

**Huron Sands:**

- Annual flow meters calibration

Completed by: Sarah Telford \_\_\_\_\_  
Quality Assurance and Compliance Specialist  
Veolia Water Canada

Ministry of the Environment,  
Conservation & Parks

Ministère de l'Environnement, de la Protection de  
la nature et des Parcs

Owen Sound District Office

Bureau de district d'Owen Sound

7.1.2

101 17<sup>th</sup> Street East, 3<sup>rd</sup> Floor  
Owen Sound ON N4K 0A5

Tel.: 519-371-2901

Fax.: 519-371-2905

101 17<sup>ème</sup> rue Est, 3<sup>e</sup> étage

Owen Sound ON N4K 0A5

Tél. : 519-371-2901

Télééc. : 519-371-2905

August 21, 2020

**Sent by Email: [cao@acwtownship.ca](mailto:cao@acwtownship.ca)**

Township of Ashfield-Colborne-Wawanash  
82133 Council Line  
Goderich ON N7A 3Y2

Attention: Mark Becker  
CAO/Deputy-Clerk

**Re: Benmiller Drinking Water System**  
2020/21 Inspection Report #1-NY29R  
Drinking Water Licence #080-104 Issue #5&6  
Drinking Water Works Permit #080-204, Issue #3&4

The enclosed report documents findings of the inspection that was performed on May 8, 2020.

Two sections of the report, namely “Actions Required” and “Recommended Actions”, specify due dates for the submission of information or plans to my attention.

Please note that “Actions Required” are linked to incidents of non-compliance with regulatory requirements contained within an Act, a Regulation, or site-specific approvals, orders or instructions; “Recommended Actions” convey information that the owner or operating authority should consider implementing in order to conform with existing and emerging industry standards.

The report includes an Inspection Summary Rating Record as an appendix. This record forms part of the ministry’s comprehensive, risk-based inspection process. The rating provides a quantitative measure of the inspection results for this specific drinking water system for the reporting year. An inspection rating that is less than 100 per cent does not mean that the drinking water from the system is unsafe. The primary goals of this assessment are to encourage ongoing improvement of drinking water systems and to measure this progress from year to year.

I would like to remind you that Section 19 of the Safe Drinking Water Act, 2002 (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems, including members of municipal councils. “Taking Care of Your

Drinking Water: A guide for members of municipal council”, a publication found on the [Drinking Water Ontario website](https://www.ontario.ca/page/taking-care-your-drinking-water-guide-members-municipal-councils) (https://www.ontario.ca/page/taking-care-your-drinking-water-guide-members-municipal-councils), provides further information about these obligations.

Should you have any questions regarding the content of the enclosed report, please do not hesitate to contact me.

Yours truly,

A handwritten signature in black ink, appearing to read 'Matthew Shannon', with a long horizontal flourish extending to the right.

Matthew Shannon  
Water Compliance Inspector  
Phone: 519-374-0215  
e-mail: matthew.shannon@ontario.ca

Enclosure

cc: Lori Holmes, Public Health Manager, Huron Perth Public Health  
Deb Primeau, Drinking Water Administrative Assistant, Huron Perth Public Health  
John Graham, Project Manager, Veolia North America  
Mat Shetler, Watershed Monitoring Technician, Maitland Valley Conservation Authority  
Mark Smith, Water Compliance Supervisor, MECP

c: File SI-HU-AC-PF-540 (2020)



**Ministry of the Environment, Conservation and Parks**

**BENMILLER DRINKING WATER SYSTEM  
Inspection Report**

<b>Site Number:</b>	220007588
<b>Inspection Number:</b>	1-NY29R
<b>Date of Inspection:</b>	May 08, 2020
<b>Inspected By:</b>	Matthew Shannon

## OWNER INFORMATION:

<b>Company Name:</b>	ASHFIELD-COLBORNE-WAWANOSH, THE CORPORATION OF THE TOWNSHIP OF	<b>Unit Identifier:</b>	
<b>Street Number:</b>	82133		
<b>Street Name:</b>	COUNCIL Line		
<b>City:</b>	GODERICH		
<b>Province:</b>	ON	<b>Postal Code:</b>	N7A 3Y2

## CONTACT INFORMATION

<b>Type:</b>	Owner	<b>Name:</b>	Mark Becker
<b>Phone:</b>	(519) 524-4669	<b>Fax:</b>	(519) 524-1951
<b>Email:</b>	clerk@acwtownship.ca		
<b>Title:</b>	CAO/Clerk – Treasurer		

<b>Type:</b>	Operating Authority	<b>Name:</b>	John Graham
<b>Phone:</b>	(519) 524-6583	<b>Fax:</b>	(519) 524-9358
<b>Email:</b>	john.graham@veolia.com		
<b>Title:</b>	Project Manager		

<b>Type:</b>	Operating Authority Compliance	<b>Name:</b>	Nancy Mayhew
<b>Phone:</b>	(519) 524-6583	<b>Fax:</b>	(519) 524-9358
<b>Email:</b>	nancy.mayhew@veolia.com		
<b>Title:</b>	Overall Responsible Operator		

<b>Type:</b>	Operating Authority	<b>Name:</b>	Sarah Telford
<b>Phone:</b>	(519) 524-6583 x317	<b>Fax:</b>	(519) 524-9358
<b>Email:</b>	sarah.telford@veolia.com		
<b>Title:</b>	Quality Assurance and Compliance Specialist		

## INSPECTION DETAILS:

<b>Site Name:</b>	BENMILLER DRINKING WATER SYSTEM
<b>Site Address:</b>	
<b>County/District:</b>	ASHFIELD-COLBORNE-WAWANOSH
<b>MECP District/Area Office:</b>	Owen Sound Area Office
<b>Health Unit:</b>	HURON COUNTY HEALTH UNIT
<b>Conservation Authority:</b>	Maitland Valley Conservation Authority
<b>MNR Office:</b>	Guelph District Office
<b>Category:</b>	Small Municipal Residential
<b>Site Number:</b>	220007588
<b>Inspection Type:</b>	Announced
<b>Inspection Number:</b>	1-NY29R
<b>Date of Inspection:</b>	May 08, 2020
<b>Date of Previous Inspection:</b>	Jun 05, 2019

## COMPONENTS DESCRIPTION

**Site (Name):** MOE DWS Mapping  
**Type:** DWS Mapping Point **Sub Type:**

**Site (Name):** Benmiller DWS Source Water  
**Type:** Source **Sub Type:** Ground Water

**Comments:**  
The Benmiller drinking water system consists of a deep drilled well, a chlorine contact reservoir and a sodium hypochlorite disinfection system. The current production well is located within 40 meters of the pump room vault. The well was constructed in 2007 but only commissioned into service in February 2015. A spring well was also previously able to feed the reservoir but its piping has been disconnected.

**Site (Name):** Benmiller DWS Treatment  
**Type:** Treated Water POE **Sub Type:** Pumphouse

**Comments:**  
Primary treatment consists of sodium hypochlorite injected into the well discharge line prior to contact in the 91 m3 storage/chlorine contact reservoir. During the inspection it was found that disinfection is accomplished using a single Stenner metering pump, with another pump at the facility on standby. The system design calls for one duty and one standby pump.

**Site (Name):** Benmiller DWS Distribution  
**Type:** Other **Sub Type:** Other

**Comments:**  
Pressure is maintained by three submersible high-lift pumps contained within suction tubes, drawing suction from the reservoir, and two pressure tanks branched into the distribution system header; one tank with 450 L capacity and the other with 1400 L capacity. The distribution system is equipped with small diameter branched water mains, line isolation valves and blow-offs for flushing at each of the branched dead-end lines.

The Benmiller subdivision is located in the Township of Ashfield-Colborne-Wawanosh. The well supply feeds 19 private residences and the Benmiller Inn and Spa resort. Therefore, the drinking water system falls into the "small municipal residential" category under O. Regulation 170/03.

## INSPECTION SUMMARY:

### Introduction

- The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry drinking water related policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment and distribution components as well as management practices.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O.Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This report is based on a "focused" inspection of the system. Although the inspection involved fewer activities than those normally undertaken in a detailed inspection, it contained critical elements required to assess key compliance issues. This system was chosen for a focused inspection because the system's performance met the ministry's criteria, most importantly that there were no deficiencies as identified in O.Reg. 172/03 over the past 3 years. The undertaking of a focused inspection at this drinking water system does not ensure that a similar type of inspection will be conducted at any point in the future.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

On May 5, 2020, Provincial Officer Matthew Shannon initiated an inspection of the Benmiller Drinking Water System. Inspection documentation was provided to the inspector on May 12, 2020 by the operating authority Veolia North America (Canada).

The physical inspection of the Benmiller treatment facility was conducted on July 22, 2020 with assistance provided by operator Paul Brown.

The inspection review period is June 5, 2019 to May 8, 2020.

### Source

- The owner was maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials.

The well continues to be maintained with a casing greater than 40 cm above ground surface and sealed with a vermin-proof cap. No visual evidence of voids, holes or ponding were evident around the casing during the July 22, 2020 inspection.

- Measures were in place to protect the groundwater and/or GUDI source in accordance with any the Municipal Drinking Water Licence and Drinking Water Works Permit issued under Part V of the SDWA.

### Capacity Assessment

- There was sufficient monitoring of flow as required by the Municipal Drinking Water Licence or Drinking Water Works Permit issued under Part V of the SDWA.
- The owner was in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the Municipal Drinking Water Licence issued under Part V of the SDWA.

The rated capacity for this system is 196 m<sup>3</sup>/day, as authorized under the DWS Licence No. 080-104 and PTTW

**Capacity Assessment**

#3180-BJKPVH issued December 27, 2019.

There were no flow exceedences found in the data reviewed. The maximum flow rated occurred on September 22, 2019 with 107 cubic metres of water used.

**Treatment Processes**

- **The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.**
- **Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities required under Ontario Regulation 170/03 or a Drinking Water Works Permit and/or Municipal Drinking Water Licence issued under Part V of the SDWA at all times that water was being supplied to consumers.**

Primary disinfection remains to be achieved in this system through chlorination. The minimum CT necessary to meet a 2-log inactivation of viruses for this facility, as required in Schedule E of Licence #080-104, has been calculated to be 4 mg/L\*min. (Calculation available in Procedure B-OM-02-0). This has an equivalent minimum chlorine residual of 0.06mg/L necessary to achieve primary disinfection. Based on the records reviewed, this facility met current primary treatment requirements at all times during this inspection period.

- **Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined.**
- Records indicate the lowest measured free chlorine residual, during the inspection review period, was 0.71 mg/L.
- **Where an activity has occurred that could introduce contamination, all parts of the drinking water system were disinfected in accordance with Schedule B, Condition 2.3 of the Drinking Water Works Permit.**

**Treatment Process Monitoring**

- **Primary disinfection chlorine monitoring was conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved.**
- **The secondary disinfectant residual was measured as required for the distribution system.**
- **Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.**
- **All continuous monitoring equipment utilized for sampling and testing required by O. Reg.170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, were equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6.**
- **Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format.**
- **All continuous analysers were calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation.**

**Treatment Process Monitoring**

Verification of the online chlorine analyzer is completed daily with a hand held Hach colorimeter, as per B-OM-13 in the Operations Manual. Verification of the hand held turbidimeter is conducted at least weekly, as per the schedule outlined in the same procedure.

**Operations Manuals**

- **The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.**
- **The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.**

**Logbooks**

- **Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.**

**Security**

- **The owner had provided security measures to protect components of the drinking water system.**  
Pumphouse doors are kept locked at all times an operator is not onsite. The treatment facility also has a motion sensor light. The operator indicated the have been no signs of vandalism at the site.

**Certification and Training**

- **The overall responsible operator had been designated for each subsystem.**  
The designated overall responsible operator is John Graham.
- **Operators-in-charge had been designated for all subsystems which comprised the drinking water system.**
- **All operators possessed the required certification.**
- **Only certified operators made adjustments to the treatment equipment.**

**Water Quality Monitoring**

- **All microbiological water quality monitoring requirements for distribution samples prescribed by legislation were being met.**  
Distribution samples were collected and analysed every two (2) weeks during the time period reviewed, as prescribed by Schedule 11, O.Reg. 170/03.
- **All inorganic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**  
Inorganic sampling for parameters listed in Schedule 23, O.Reg. 170 are required every sixty (60) months. There were no samples taken during the time period reviewed. The most current sample event occurred on June 21, 2016. All sample results were within the prescribed limits.

### Water Quality Monitoring

- **All organic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Organic sampling for parameters listed in Schedule 23, O.Reg. 170 are required every sixty (60) months. There were no samples taken during the time period reviewed. The most current sample event occurred on June 21, 2016. All sample results were within the prescribed limits.
- **All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.**

Haloacetic acid samples are collected and analysed on a quarterly basis in accordance with Ontario Regulation 170/03 Schedule 13. All results have been below the method detection limit of 5.3 ug/L.
- **All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.**

The Benmiller drinking water system is currently exempt from sampling for 8 consecutive quarters, starting in January 2020. The system met the conditions required in Ontario Regulation 170/03 Schedule 13-6 to reduce sampling. The last running annual average concentration for trihalomethanes was 5.35 ug/L.
- **All nitrate/nitrite water quality monitoring requirements prescribed by legislation were conducted within the required frequency for the DWS.**
- **All sodium water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Sodium sampling is required every sixty (60) months. There were no samples required during this inspection review period.  
The most current sodium sample date was on June 21, 2016. The sodium concentration was 18.2 mg/L, which is below the Ontario Regulation 170/03 reporting threshold of 20.0 mg/L.
- **All fluoride water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Fluoride sampling is required every sixty (60) months and is naturally high in this area. The most current fluoride sample dates were on August 22, 2017 and August 25, 2017 both with results of 1.84 mg/L. These were above the ODWQS of 1.5 mg/L and were reported to both MECP and the public health unit. The Huron County Health Unit provided a letter for the system's residents outlining the effects of high fluoride in drinking water.
- **All water quality monitoring requirements imposed by the MDWL or DWWP issued under Part V of the SDWA were being met.**
- **Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.**

### Water Quality Assessment

- **Records did not show that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O.Reg. 169/03).**

In July 2019, a distribution sample had a total coliform concentration of 4 cfu/100ml. The Ontario Drinking Water Quality Standard for total coliform is non-detect or 0 cfu/100ml. The adverse result was reported to MECP and the local health unit. Resamples were negative for total coliform and E. coli.

**Reporting & Corrective Actions**

- **Corrective actions (as per Schedule 18) had been taken to address adverse conditions, including any other steps that were directed by the Medical Officer of Health.**

The operating authority took the required corrective actions to address the total coliform adverse water quality incident per Ontario Regulation 170/03 Schedule 18-6..

- **All required notifications of adverse water quality incidents were immediately provided as per O. Reg. 170/03 16-6.**
- **Where required continuous monitoring equipment used for the monitoring of chlorine residual and/or turbidity triggered an alarm or an automatic shut-off, a qualified person responded in a timely manner and took appropriate actions.**

**NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED**

This section provides a summary of all non-compliance with regulatory requirements identified during the inspection period, as well as actions required to address these issues. Further details pertaining to these items can be found in the body of the inspection report.

**Not Applicable**

## **SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES**

**This section provides a summary of all recommendations and best practice issues identified during the inspection period. Details pertaining to these items can be found in the body of the inspection report. In the interest of continuous improvement in the interim, it is recommended that owners and operators develop an awareness of the following issues and consider measures to address them.**

**Not Applicable**

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## SIGNATURES

Inspected By:  
Matthew Shannon

Signature: (Provincial Officer)



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Reviewed & Approved By:  
Mark Smith

Signature: (Supervisor)



Review & Approval Date:

August 21, 2020

Note: This inspection does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they apply or may apply to this facility. It is, and remains, the responsibility of the owner and/or operating authority to ensure compliance with all applicable legislative and regulatory requirements.



**Ministry of the Environment, Conservation and Parks  
Drinking Water Inspection Report**

**APPENDIX A**

**INSPECTION SUMMARY RATING RECORD**

**Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2020-2021)**

<b>DWS Name:</b>	BENMILLER DRINKING WATER SYSTEM
<b>DWS Number:</b>	220007588
<b>DWS Owner:</b>	Ashfield-Colborne-Wawanosh, The Corporation Of The Township Of
<b>Municipal Location:</b>	Ashfield-Colborne-Wawanosh

**Regulation:** O.REG 170/03  
**Category:** Small Municipal Residential System  
**Type Of Inspection:** Focused  
**Inspection Date:** May 8, 2020  
**Ministry Office:** Owen Sound District Office

**Maximum Question Rating: 474**

Inspection Module	Non-Compliance Rating
Source	0 / 14
Capacity Assessment	0 / 30
Treatment Processes	0 / 77
Operations Manuals	0 / 28
Logbooks	0 / 14
Certification and Training	0 / 42
Water Quality Monitoring	0 / 91
Reporting & Corrective Actions	0 / 66
Treatment Process Monitoring	0 / 112
<b>TOTAL</b>	<b>0 / 474</b>

<b>Inspection Risk Rating</b>	<b>0.00%</b>
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<b>FINAL INSPECTION RATING:</b>	<b>100.00%</b>
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Ministry of the Environment - Detailed Inspection Rating Record (Reporting Year - 2020-2021)

**DWS Name:** BENMILLER DRINKING WATER SYSTEM  
**DWS Number:** 220007588  
**DWS Owner:** Ashfield-Colborne-Wawanosh, The Corporation Of The Township Of  
**Municipal Location:** Ashfield-Colborne-Wawanosh

**Regulation:** O.REG 170/03  
**Category:** Small Municipal Residential System  
**Type Of Inspection:** Focused  
**Inspection Date:** May 8, 2020  
**Ministry Office:** Owen Sound District Office

**Maximum Question Rating:** 474

**Inspection Risk Rating** | 0.00%

**FINAL INSPECTION RATING:** | 100.00%



**Ministry of the Environment, Conservation and Parks  
Drinking Water Inspection Report**

**APPENDIX B**

**REFERENCE GUIDE FOR STAKEHOLDERS**

# Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Ministry if you need assistance or have questions at 1-866-793-2588 or [waterforms@ontario.ca](mailto:waterforms@ontario.ca).

For more information on Ontario's drinking water visit [www.ontario.ca/drinkingwater](http://www.ontario.ca/drinkingwater)



PUBLICATION TITLE	PUBLICATION NUMBER
<b>FORMS:</b> Drinking Water System Profile Information Laboratory Services Notification Adverse Test Result Notification	012-2149E 012-2148E 012-4444E
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	Website
Procedure for Disinfection of Drinking Water in Ontario	Website
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	Website
Filtration Processes Technical Bulletin	Website
Ultraviolet Disinfection Technical Bulletin	Website
Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments	Website
Certification Guide for Operators and Water Quality Analysts	Website
Guide to Drinking Water Operator Training Requirements	9802E
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	Website
Drinking Water System Contact List	7128E01
Ontario's Drinking Water Quality Management Standard - Pocket Guide	Website
Watermain Disinfection Procedure	Website
List of Licensed Laboratories	Website

**B. M. ROSS AND ASSOCIATES LIMITED**  
Engineers and Planners  
62 North Street, Goderich, ON N7A 2T4  
p. (519) 524-2641 [www.bmross.net](http://www.bmross.net)

## Memo

From: Ryan DeVries  
rdevries@bmross.net

**To:** Florence Witherspoon, Clerk  
Township of Ashfield-Colborne-Wawanosh

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**Re:** Update on Dungannon Arsenic Treatment and Next Steps

---

**File #:** 12032

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**Date:** August 25, 2020

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### Background

The purpose of this Memo is to provide an update regarding recent developments in Dungannon so that Council can begin planning for the next step in implementing a treatment system. B. M. Ross and Associates have now had several inquiries from the federal government regarding the funding application, so the potential for funding is looking promising. Once we receive official word, it will be important to start detailed design immediately in order to ensure a treatment system is in place prior to the expiry of the current temporary regulatory relief (January 1, 2022).

### Filter Options

Regarding the design, there are still two potential approaches to consider:

1. Conventional media filters which would require backwashing.
2. Cartridge filters.

For the conventional media filters and backwashing option, ACW has no place to dispose of backwash wastewater within the Township boundaries. Early estimates suggested that hauling the wastewater would cost in excess of \$6,000/year. Assuming the Township is able to find another Municipality to accept the backwash wastewater, we believe disposal costs would be at least \$24/m<sup>3</sup> which would equate to more than \$4,000 annually. The cost of the treatment system, media, installation, etc. would be in addition to those costs. Because of the backwash waste a conventional filter system will require a Class EA. A cartridge filter system will not.

Regarding cartridge filters; pilot testing completed by Veolia and the Walkerton Clean Water Centre (WCWC) has shown a 50-5 micron filter, followed by a 1 micron filter should be sufficient to remove enough arsenic to achieve treated water that is safely below the new limit of 10 µg/L. As noted in the June 1, 2020 memo, based on performance during the pilot testing, we estimate the 50-5 micron filter will last for approximately 2-3 days and the 1 micron filter will last for approximately 10-14 days. Based on pricing received earlier this year (i.e. \$28/50-5 micron filter and \$30/1 micron filter) this works out to an estimated \$5,250/year in replacement filters. We are confident the supply and installation costs of a cartridge filter system will be less than a conventional media backwashing system.

The operators have also indicated cartridge filters will be simpler to operate than conventional media filters. They have also indicated that the extra effort involved with maintaining the cartridge filter system could result in an extra hour/day of Veolia time. Managing conventional filters would require at least that much extra effort.

There was some concern that the spent filters might be classified as a hazardous waste and need to be disposed of at a specialized landfill (i.e. Clean Harbours in Sarnia), which would significantly increase disposal costs. Veolia submitted one of the spent 50-5 micron filters for toxicity characteristic leaching procedure (TCLP) analysis and results indicate that the cartridges can be disposed of at a local landfill. We have not included disposal costs in the above estimate but, at what will likely be 2m<sup>3</sup>/year in waste, costs for disposal should be minimal.

### **Next Steps**

Once the Township hears back on the funding, we will need direction regarding whether to proceed with the cartridge filter option, or continue to investigate the conventional media filter alternative.

Given that the pilot testing has shown the cartridge filters can successfully remove enough of the arsenic, and because the capital and ongoing maintenance costs are anticipated to be lower than conventional filters; our recommendation is to proceed with a design based on cartridge filters.

Should you have any questions or require additional information, please do not hesitate to contact the undersigned.

B. M. ROSS AND ASSOCIATES LIMITED

Per

  
\_\_\_\_\_  
Ryan DeVries, P. Eng.

RPD:hv



THE CORPORATION OF THE TOWNSHIP OF  
ASHFIELD-COLBORNE-WAWANOSH

**BY-LAW NUMBER 56-2020**

---

Being a by-law to authorize the execution of a Temporary Dwelling Agreement between Wilkins Blake Heritage Farms and the Township of Ashfield-Colborne-Wawanosh

---

**WHEREAS** Zoning By-law 32-2008 permits one temporary dwelling within the AG1 Zone;

**AND WHEREAS** Zoning By-law 32-2008 requires that the owner of the temporary dwelling, or any other person, to enter into an agreement with the Township dealing with such matters related to the temporary use;

**AND WHEREAS** the Council of the Township of Ashfield-Colborne-Wawanosh deems it necessary and desirable to execute an agreement with Wilkins Blake Heritage Farms;

**NOW THEREFORE**, the Corporation of the Township of Ashfield-Colborne-Wawanosh enacts as follows:

1. That the Agreement as attached hereto as Schedule A forms part of this By-law.
2. That the Mayor and Clerk are hereby authorized to execute and affix the Corporate Seal to enter into an Agreement with Wilkins Blake Heritage Farms.

**Read a FIRST and SECOND time this 1<sup>st</sup> day of September 2020.**

**Read a THIRD TIME and FINALLY PASSED this 1<sup>st</sup> day of September 2020.**

---

**Mayor, Glen McNeil**

---

**CAO/Deputy Clerk, Mark Becker**

THIS DEVELOPMENT AGREEMENT made this 1<sup>st</sup> day of September 2020.

BETWEEN:

**Wilkins Blake Heritage Farms** of the Township of Ashfield-Colborne-Wawanosh, in the County of Huron, (hereinafter called the "Owner")

OF THE FIRST PART

-AND-

**The Corporation of the Township of Ashfield-Colborne-Wawanosh**, A Municipal Corporation having its Municipal Offices in the County of Huron, (hereinafter called the "Township")

OF THE SECOND PART

WHEREAS the Owner wishes to place a temporary dwelling on the lands and the Township Official Plan requires that this Agreement be entered into.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and agreements herein contained, the parties hereto agree as follows:

LIST OF SCHEDULES ATTACHED

1. The following Schedules are attached to and form part of this Agreement;

Schedule "A"	Description of Lands
Schedule "B"	Site Plan

DEFINITION

2. For the purposes of this Agreement a temporary dwelling will be defined as a dwelling constructed on site, intended for use as a temporary residence in addition to the existing permanent residence, which may include a crawl space with a ceiling height not to exceed four feet six inches.
3. For the purposes of this Agreement a temporary dwelling addition will be defined as any enclosed structure attached to the temporary dwelling for the purpose of storage and constructed on site.

LOCATION OF TEMPORARY DWELLING

4. As a condition of this Agreement the temporary dwelling will be placed and remain within the area designated on the attached Schedule "B" Site Plan until such time as it is removed from the Lands and will be placed in accordance with the relevant provisions of the Ashfield-Colborne-Wawanosh Zoning By-Law.

SEPTIC SERVICE FOR TEMPORARY DWELLING

5. The Owners agree that the uses associated with the temporary dwelling will be serviced by a sewage system conforming to the Ontario Building Code.

#### TEMPORARY DWELLING ADDITION

6. The Owners may erect a temporary dwelling addition, the total area of which is not to exceed 22'x20' and may include a garage. Any temporary dwelling additions erected under this agreement are subject to the same removal conditions as the temporary dwelling contained herein. The temporary dwelling addition will be constructed within the area designated on the attached Schedule "B" Site Plan until such time as it is removed from the Lands and will be placed in accordance with the relevant provisions of the Ashfield-Colborne-Wawanosh Zoning By-Law.

#### REMOVAL OF TEMPORARY DWELLING

7. The Owners agree that the temporary dwelling and temporary dwelling addition will be removed from the Lands when its sole use as a residence accessory to an agricultural use, is no longer needed, or at the expiration of this Agreement, whichever comes first.

#### ENFORCEMENT

8. The Owners will undertake to remove the temporary dwelling from the Lands when it is no longer needed, or at the expiration of this Agreement, whichever comes first. Notwithstanding the preceding sentence, the Owners agree that prior to the sale of the property, the temporary dwelling will be removed, or Council's permission obtained in writing, that the temporary dwelling may be allowed to remain and the proposed use continued until the expiration of the Agreement. The Owners agree and acknowledge that if the temporary dwelling is not removed in accordance with this Agreement then the Township will pursue legal action to have the temporary dwelling removed from the lands at the expense of the Owners.

#### COSTS

9. All costs incurred to satisfy the requirements of the Agreement, shall be at the expense of the Owners of the Lands. If the Owners do not pay the costs, then the costs may be added to the taxes assessed against the said property and collected as if they were taxes.

#### NOTIFICATION OF AGREEMENT

10. It is the responsibility of the Owners to make every effort to make prospective purchasers, mortgagers and others with a vested interest in the property aware that this development agreement is in place.

#### BINDING

11. The covenants, agreements, conditions and undertaking herein contained on the part of the Owners and shall be binding upon the Owners and upon their successor and assigns, as owners and occupiers of the land from time to time.

#### EXPIRATION OF AGREEMENT

12. The Agreement will expire after a period of 20 years from the signing of the Agreement, unless renewed.

IN WITNESS WHEREOF the parties have executed this Agreement.

The Corporation of the Township of  
Ashfield-Colborne-Wawanosh

---

Glen McNeil  
Mayor

---

Mark Becker  
CAO/Deputy Clerk  
*We have authority to bind the  
Corporation of the Township of Ashfield-  
Colborne-Wawanosh*

Wilkins Blake Heritage Farms



---

Matthew Wilkins  
Title: *President*  
*I have authority to bind Wilkins Blake  
Heritage Farms*

Schedule "A"

Concession 9, East Division, East Part of Lot 8, Ashfield  
Municipally known as 36588 Belgrave Road





## COUNCIL REPORT

7.4.1

---

From: Florence Witherspoon, Clerk  
Date: September 1, 2020  
Subject: Tenders for the Warren Zinn Municipal Drain

---

### RECOMMENDATION:

That the Council of the Township of Ashfield-Colborne-Wawanosh award the Warren Zinn Drain 2020 construction tender to Robinson's Farm Drainage Ltd. in the amount of \$265,975 plus HST.

### BACKGROUND:

Council provisionally adopted By-law 45-2020 for the Warren Zinn Municipal Drain on July 14, 2020 Tender documents were distributed to contractors and were received up until August 5, 2020 at 1:00 pm and were opened shortly thereafter by Treasurer Ellen McManus, Tax Clerk Kaitlin Bos and CAO/Deputy Clerk Mark Becker.

The following tenders were received:

<b>Contractor</b>	<b>Amount</b>	<b>Begin Date</b>	<b>End Date</b>
A.G. Hayter Contracting Ltd.	\$304,628	December 1, 2020	April 30, 2021
Marquardt Farm Drainage Ltd.	\$287,297	July 1, 2021	August 15, 2021
Robinson Farm Drainage Ltd.	\$265,975	October 15, 2020	December 20, 2020
Agdrain Inc.	\$324,520	July 15, 2021	October 15, 2021

### COMMENT:

The engineer's estimate for the construction of the project is approximately \$328,260.

Stephen Brickman, the engineer for the Warren Zinn Municipal Drain 2020 has reviewed the tender documents submitted and supports awarding the construction contract to the low bidder, Robinson Farm Drainage Ltd.

Respectfully submitted,

---

Florence Witherspoon, Clerk

Minutes  
**Court of Revision**  
**Warren Zinn Municipal Drain 2020**  
August 10, 2020

7.4.2

The Court of Revision for the Warren Zinn Municipal Drain 2020 was held on August 10, 2020 at 1:00 pm via Zoom.

Members were Glen McNeil, Bill Vanstone and Wayne Forster. Florence Witherspoon was the Clerk for the Court of Revision. Gerald Logtenberg and Jurjen Van Beets were present.

1. Call to Order

Chair Glen McNeil called the meeting to order at 1:00 pm.

2. Disclosure of Pecuniary Interest

Members of the Court of Revision were asked if anyone had a conflict to declare. None were noted.

3. Appeals and Notice to Landowners

The Chair asked the Clerk if any appeals were submitted. The Clerk replied that one appeal was submitted. Notice of the Sitting of this Court was sent to all landowners assessed on July 16, 2020. There were no late appeals submitted.

The Chair further asked if there were any verbal appeals to be heard at the hearing today. None were submitted.

The appeal was submitted by Gerald Logtenberg, requesting a revision on the assessment as the back of his field was drained away from the watershed of the Warren Zinn Drain.

Engineer Steven Brickman advised that even if lands are drained out of the watershed, they must still be assessed as tile drainages fails to remove all the flow. The information provided by Mr. Logtenberg provides evidence that, if it was received prior to the preparation of the report, would have resulted in an increase of assessment, not a reduction.

Mr. Logtenburg withdrew his appeal to the Court of Revision.

4. Confirming of the Assessment Schedule

Moved by Bill Vanstone

Seconded by Wayne Forster

THAT the Court of Revision for the Township of Ashfield-Colborne-Wawanosh confirms the assessment schedule for the Warren Zinn Municipal Drain 2020.

Carried

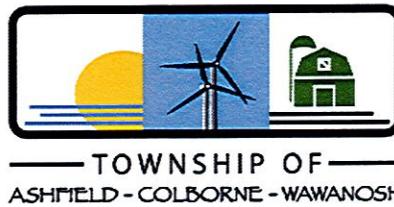
5. Adjournment

Moved by Wayne Forester

Seconded by Bill Vanstone

THAT the Court of Revision for the Warren Zinn Municipal Drain 2020 is hereby closed at 1:36 pm.

Carried



THE CORPORATION OF THE TOWNSHIP OF  
ASHFIELD-COLBORNE-WAWANOSH

**BY-LAW NUMBER 45-2020**

---

**BEING** a by-law to provide for the construction of a municipal drain, to be known as the Warren Zinn Municipal Drain 2020, in the Township of Ashfield-Colborne-Wawanosh, County of Huron.

---

**WHEREAS** the requisite number of owners have requested the Council of the Township of Ashfield-Colborne-Wawanosh, County of Huron, in accordance with the provisions of Section 78 of the Drainage Act RSO 1990, requesting that lands, being portions of Lots 1 through 6, Concession 7 Western Division and Lots 1 through 3, Concession 8 Western Division in the Township of Ashfield-Colborne-Wawanosh, Ashfield Ward, be drained by means of improved drainage works.

**AND WHEREAS** the Council of the Township of Ashfield-Colborne-Wawanosh has procured a Report, in accordance with the provisions of Section 78 of the Drainage Act, R.S.O. 1990, as amended, made by Dietrich Engineering Limited, dated April 9, 2020 a copy of which is attached hereto and forms part of this by-law;

**AND WHEREAS** the estimated total cost of constructing the proposed new drainage works is \$543,00.00, all of which is to be contributed by lands, roads and public utilities in the former Township of Ashfield, now part of the Township of Ashfield-Colborne-Wawanosh.

**AND WHEREAS** Council is of the opinion that the improvement to the area described is desirable;

**NOW THEREFORE**, the Council of the Township of Ashfield-Colborne-Wawanosh, pursuant to the Drainage Act, R.S.O., 1990 **ENACTS** as follows:

1. That the Report dated April 9, 2020, and attached hereto, is hereby adopted and the drainage works as therein indicated and set forth are hereby authorized and shall be completed in accordance therewith;
2. That the Corporation of the Township of Ashfield-Colborne-Wawanosh may borrow, on the credit of the Corporation, the amount of \$543,00.00, being the amount to be contributed by the lands, roads and public utilities in the Township as outlined in the Schedule of Assessment for Construction in the attached report;
3. That the amount of \$38,616.00, being the estimated assessment upon the lands and roads belonging to or controlled by the Township shall be paid by the Township of Ashfield-Colborne-Wawanosh;
4. That the amount of \$504,384.00, being the estimated assessment upon private lands, County roads and public utilities shall be paid by the assessed landowners, Huron County and utility owners, in the Township of Ashfield-Colborne-Wawanosh;
5. A special rate, sufficient to pay the amount assessed plus interest thereon, less any applicable grants, shall be levied upon the assessed properties in the Township of Ashfield-Colborne-Wawanosh, after the passing of this By-law and the completion of the construction of the Warren Zinn Municipal Drain 2020, and shall be collected in the same manner as other taxes are collected;

6. That all assessments are payable within 30 days of an invoice being issued to the affected landowners, unless other arrangements are approved by Council; and
7. That this By-law may be cited as the “Warren Zinn Municipal Drain 2020 Provisional By-law”.

**READ A FIRST TIME THIS 14<sup>th</sup> day of July 2020.**

**READ A SECOND TIME THIS 14<sup>th</sup> day of July 2020.**

**PROVISIONALLY ADOPTED THIS 14<sup>th</sup> day of July 2020.**

  
\_\_\_\_\_  
Mayor, Glen McNeil

  
\_\_\_\_\_  
CAO/Deputy-Clerk, Mark Becker

**READ A THIRD TIME AND FINALLY PASSED THIS \_\_\_ day of \_\_\_\_\_, 2020.**

\_\_\_\_\_  
Mayor, Glen McNeil

\_\_\_\_\_  
CAO/Deputy-Clerk, Mark Becker



7.5.1

14.1

THE CORPORATION OF THE TOWNSHIP OF  
ASHFIELD-COLBORNE-WAWANOSH

**BY-LAW NUMBER 54-2020**

---

BEING A BY-LAW TO ESTABLISH AND APPOINT A FULL TIME  
FACILITY OPERATOR & PARKS MAINTAINER POSITION  
FOR THE LUCKNOW AND DISTRICT JOINT RECREATION BOARD

---

**WHEREAS** it is deemed desirable to appoint a Full Time Facility Operator & Parks Maintainer for the Lucknow & District Joint Recreation Board;

**NOW THEREFORE** the Municipal Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh ENACTS as follows;

1. That the position of a Full Time Facility Operator & Parks Maintainer is hereby established and appoints Tanner Stevenson effective September 8, 2020.
2. That this by-law comes into full force and effect upon its final passage.

**Read a FIRST and SECOND time this 1<sup>st</sup> day of September, 2020.**

**Read a THIRD TIME and FINALLY PASSED this 1<sup>st</sup> day of September, 2020.**

---

**Mayor, Glen McNeil**

---

**CAO/Deputy-Clerk, Mark Becker**



## COUNCIL REPORT

7.5.2

From: Ellen McManus, Treasurer  
Date: August 25, 2020  
Subject: Enabling Accessibility Fund

### **RECOMMENDATION:**

For information purposes only.

### **BACKGROUND:**

The Enabling Accessibility Fund (EAF) provides funding for projects that make communities and workplaces more accessible for persons with disabilities. The EAF aims to create more opportunities for persons with disabilities to take part in community activities, programs and services, or to access employment. The Township applied for funding under the small projects component of the EAF to support accessibility upgrades as part of the office renovations and addition.

### **COMMENT:**

The Township of Ashfield-Colborne-Wawanosh has been approved for funding for accessibility upgrades to the township office. The \$100,000 grant will cover \$65,000 of accessibility upgrade costs included in the original office renovation plans and \$35,000 in additional accessibility features that would not be feasible without this funding.

Planned accessibility items:

- Main entrance vestibule ramp, automatic door operator and controls
- One new accessible staff washroom
- Barrier-free reception area with automatic door operator and controls
- Barrier-free kitchen area

Additional accessibility items:

- New ramp to staff entrance (back door) with automatic door operator and controls
- Upgrade two existing public washrooms to universal accessible design
- Accessible doors with power operators for public access spaces (council chambers, waiting room area)

This EAF grant will allow the Township to make significant accessibility upgrades as part of the office renovation and addition, as recommended by County of Huron Accessibility Advisory Committee. These upgrades will ensure that the Township office, both a workplace and community space, is accessible to all.

### **OTHERS CONSULTED:**

Mark Becker, CAO/Deputy-Clerk  
Brett Pollock, Chief Building Official

Respectfully submitted,

A handwritten signature in black ink that reads "E. McManus".

Ellen McManus, Treasurer



## COUNCIL REPORT

---

From: Brian VanOsch,  
Public Works Superintendent  
Date: Aug 27, 2020  
Subject: Public Works Activity Report

---

### RECOMMENDATION:

That the report be received and filed.

### INFORMATION:

1. Work has started on Hills Road Culvert Replacement by Theo Vandenberg Construction Inc.
2. Dobson Road Maintenance have completed crack sealing and spray patching of our paved roads.
- 3 Top soil and sidewalk base gravel have been completed at the Dungannon Park. The new kiosk has been installed.
4. Public Works Staff are working on sidewalks in Dungannon.
5. The barn on the Reid Farm has been removed by C&R Barn Removal and Salvage.
6. Public Works Staff have begun roadside grass cutting.

Respectfully submitted,

A handwritten signature in black ink that reads 'Brian VanOsch'.

Brian VanOsch  
Public Works Superintendent

**Ministry of  
Municipal Affairs  
and Housing**

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

**Ministère des  
Affaires municipales  
et du Logement**

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



234-2020-3359

August 12, 2020

Mayor Glen McNeil  
Township of Ashfield-Colborne-Wawanosh  
82133 Council Line R.R. 5  
Goderich ON N7A 3Y2

Dear Mayor McNeil:

On July 27, 2020, as part of the federal-provincial Safe Restart Agreement, the Ontario government announced that it had secured up to \$4 billion in emergency assistance to provide Ontario's 444 municipalities with the support they need to respond to COVID-19. I am writing to you today to provide further details on this funding investment.

Municipalities play a key role in delivering critical services that Ontarians rely on and are at the frontlines of a safe reopening of the economy. This investment will provide support to municipalities and public transit operators to help them address financial pressures related to COVID-19, maintain critical services and protect vulnerable people as the province safely and gradually opens. It includes:

- Up to \$2 billion to support municipal operating pressures, and
- Up to \$2 billion to support municipal transit systems.

The Honourable Caroline Mulroney, Minister of Transportation, will provide more information on the transit stream of this funding.

I would also like to acknowledge the Federal government in their role in this historic agreement. As Premier Ford has indicated, "by working together, we have united the country in the face of the immense challenges brought on by COVID-19 and secured a historic deal with the federal government to ensure a strong recovery for Ontario and for Canada".

Under the municipal operating stream, \$1.39 billion will be available to Ontario's municipalities to address operating pressures and local needs. This funding will be allocated in two phases: 50% allocated in Phase 1 for all municipalities, and 50% allocated in Phase 2 for municipalities that require additional funding.

The Safe Restart Agreement also includes a second phase of Social Services Relief Funding (SSRF) totalling \$362 million. This is in addition to significant investments made earlier to the SSRF and in support of public health. Details will be outlined in a letter to Service Managers in the coming days.

#### Municipal Operating Funding Phase 1: Immediate Funding for Municipal Pressures

Phase 1 of this funding will be allocated on a per household basis and I am pleased to share that the **Township of Ashfield-Colborne-Wawanosh will receive a payment of \$189,100** to support your COVID-19 operating costs and pressures.

Please note that your municipality is accountable for using this funding for the purpose of addressing your priority COVID-19 operating costs and pressures. If the amount of the funding exceeds your municipality's 2020 COVID-19 operating costs and pressures, the province's expectation is that your municipality will place the excess funding into reserves to be accessed to support COVID-19 operating costs and pressures that you may continue to incur in 2021. Your municipality will be expected to report back to the province in March 2021 with details on your 2020 COVID-19 operating costs and pressures, your overall 2020 financial position, and the use of the provincial funds in a template to be provided by the ministry. More details on this reporting will be shared in the coming weeks.

**In the meantime, I am requesting that your municipal treasurer sign the acknowledgement below and return the signed copy to the ministry by email by September 11, 2020 to [Municipal.Programs@ontario.ca](mailto:Municipal.Programs@ontario.ca).** Please note that we must receive this acknowledgement before making a payment to your municipality. We intend to make payments to municipalities in September, subject to finalizing details.

#### Phase 2: Funding for Additional Municipal Pressures

I anticipate that the funding our government is providing through Phase 1 of the municipal operating stream will be sufficient to address COVID-19 costs and pressures for most municipalities. However, we recognize that some municipalities have experienced greater financial impacts arising from COVID-19 than others. As a result, we are offering a second phase of funding to those municipalities that can demonstrate that 2020 COVID-19 operating costs and pressures exceed their Phase 1 per household allocation.

To be considered for this Phase 2 funding, municipalities will be required to submit reports outlining their COVID-19 operating costs and pressures in a template to be provided by the ministry. **These reports will be due by October 30, 2020.** Municipalities that require additional time to submit their report are asked to reach out to their Municipal Services Office contact by October 30, 2020 to request an extension to November 6, 2020. **Please note that the ministry is unable to consider municipal requests for Phase 2 funding if the municipality has not submitted its report by November 6, 2020.**

A template for this municipal report and request for consideration for Phase 2 funding will be provided shortly and will require:

1. Information about measures the municipality has undertaken to reduce financial pressures (e.g. use of reserves, cost saving measures);
2. Explanation of how the municipality applied or plans to spend Phase 1 funding towards COVID-19 operating costs and pressures;
3. A year-end forecast of COVID-19 operating costs and pressures;
4. Actual COVID-related impacts as of the end of Q3 of the municipal fiscal year (September 30, 2020);
5. Treasurer's statement as to accuracy of reporting;
6. Resolution of Council seeking additional funding.

Municipalities who are eligible and approved to receive funding under Phase 2 will be informed before the end of the calendar year and can expect to receive a payment in early 2021.

Our government will continue to be a champion for communities as we chart a path to a strong economic recovery. We thank all 444 Ontario municipal heads of council for their support through our negotiations with the federal government. Working together, we will ensure Ontario gets back on track.

Sincerely,



Steve Clark  
Minister of Municipal Affairs and Housing

c. Municipal Treasurer and Municipal CAO

By signing below, I acknowledge that the per household allocation of \$189,100 is provided to the Township of Ashfield-Colborne-Wawanosh for the purpose of assisting with COVID-19 costs and pressures and that the province expects any funds not required for this purpose in 2020 will be put into reserves to support potential COVID-19 costs and pressures in 2021. I further acknowledge that the Township of Ashfield-Colborne-Wawanosh is expected to report back to the province on 2020 COVID-19 costs and pressures and the use of this funding.

Name:

Title:

Signature:

Date:

Council,

At our recent St. Helen's Board meeting we discussed two projects to present to council.

The cenotaph and stone pillar on the hall property require restoration work to be completed. Kathy Todd under the board's direction requested a quote from Stotters Bricklaying to repair these historic monuments that weather and time has deteriorated

(see her letter & the quote from Stotters) The quote also includes a section of hall to be purged.

Councillor Jennifer Mittenberg also has photos to show to.

The Board has been working hard on our project to provide a new playground for the hall and community to enjoy. We have fundraised nearly \$12,000 which we have in reserves. Brian McKenzie has offered to donate excavation time to the project. Lila Rintoul wishes to donate a park bench in memory of her husband Lee and daughter Debbie Smuck. Hannah Wheeler has reached out to playground companies for quotes. To date she has only received one quote. See quote, photo and blueprint. Other companies have not responded yet due to covid & shutdowns. Our committee had planned to proceed with three dinners in 2020. The first St. Patrick's was cancelled four days prior to the event, and following that both our June and September Fish Fries. These dinners would have contributed a large amount towards our project.

We would like to ask council for seed money to begin our project.

It would be great to prepare the site this fall and order the equipment for Spring delivery.

I have also included a list of ticket holders who donated their cancelled ticket money for the St. Patrick's dinner towards our project. As always our community is very supportive of our projects.

①

I had already purchased the paper supplies for the dinner at a cost of 45.27 (H.O. Jerry) these can be kept and used in March 2021.

②

I had also printed the tickets for both June and September Fish Fries at a cost of 42.88. (Godrich Print Shop)

We also plan to stroke off date and sell in 2021. Both of these expenses are out of pocket for me.

I have forwarded these bills to Mark Baker.

I am hoping to be reimbursed for these expenses.

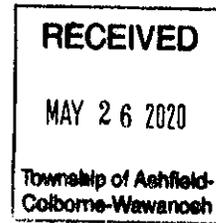
Thank you in advance for your support of our projects.

Barb Snowden  
St. Helens Board Chair.

① ISSUED RECEIPTS ✓

② REFUNDED BARB ✓

MB



(a)

May 23, 2020

ACW Township Council  
82133 Council Line, RR 5  
Goderich, Ontario N7A 3Y2

Dear Sirs:

Re: St. Helens Hall

Last fall we discussed at one of our meetings to have repairs done to the the cenotaph, stone pillar and the back foundation of the hall. No action was taken as no work could be done in the winter time. I have now received a quote from one bricklayer in the area that could do the work for us. I have enclosed this with this letter.

I do not know of any other bricklayers in the area so I have only the one quote. You may know more.

Mr. Stothers said the reason for the stone pillar deterioration was the cement name plate that is leaning against it. It directs the water onto the pillar. Before work could be done it would be necessary to move this elsewhere. He suggested putting it between some steel stakes. Perhaps the township roads department could do this work.

If the Township decides to accept this I am sure that Mr. Stothers could do this work while the hall is empty. No time line was discussed. Since this is of historical nature I am sure the Township would like to keep it in good repair.

Please let us know of your decision. We can not have a meeting to discuss this further until the hall is open again. I look forward to hearing from you.

Yours truly,

ST HELENS HALL COMMITTEE

A handwritten signature in cursive script, appearing to read "Kathryn Todd".

Kathryn Todd  
Secretary  
519-528-3717 or 37539 Mary Anne St. R2, Lucknow, ON NOG 2H0

encl. 1

**RECEIVED**  
MAY 26 2020  
Township of Ashfield-  
Colborne-Wawanosh

**STOTHERS Bricklaying**  
RR6 Goderich 36974 Nile Rd  
NMA-343  
519-529-7309

ORDER NO.	DEPT.	DATE
SOLD TO <i>St. Helen's Hall</i>	SHIP TO	<i>May 18 2020</i>
ADDRESS	ADDRESS <i>Estimate Only</i>	

SHIPPING DATE	VIA	TERMS	TAX REG. NO.	SALESPERSON
<i>work Priced St. Helen's Hall</i>				
<i>Fix cement base under Names on stone</i>				
<i>Stone pillar re-point</i>				
<i>Big stone in front of stone pillar has to be moved to fix one side of pillar</i>				
<i>NOT PRICED</i>				
<i>Parging on back wall fixed</i>				<i>22 00.00</i>
<i>Estimate</i>				<i>286.00</i>
<i>WST</i>				<i>2486.00</i>
<i>Wayne &amp; Cathy Todd</i>				
<i>37539 MARY ANN St</i>				
<i>R.R. 2 Lucknow</i>				
<i>NO 62HO</i>				

**556275**

SIGNATURE	LIC. NO.	TOTAL
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**SALES ORDER**







1898









Date : January 29 / 2020

Attention : Hannah Wheeler  
Organization Village of St. Helens playground committee

City: St. Helens Ontario

Telephone:

Cell no.

Fax:

e-mail : [hannwhee241@ed.amdsb.ca](mailto:hannwhee241@ed.amdsb.ca)

Thank you for giving Henderson Recreation Ltd. The opportunity to provide you with a quotation.If you have any questions or concerns please contact me.

OPTION ONE : SUPPLY AND INSTALLATION OF PLAY SET PLUS FREIGHT

1- Model B306676RO playsteel fit = \$ 18,485.00

OPTION TWO : SUPPLY AND, INSTALLATION of play set ,EXCAVATION @ disposal of material , drainage stone, filter cloth 2- layers , plus engineered wood fiber safety surfacing 12 in depth  
= \$ 24,348.00

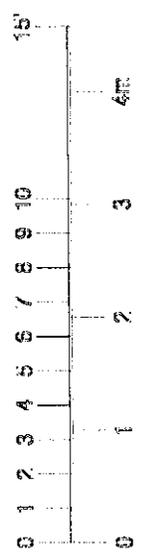
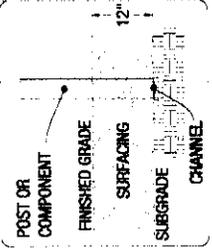
Terms : 35 % down payment Balance 30- days from invoice date

HST Extra

Delivery 5-6 weeks from time of order

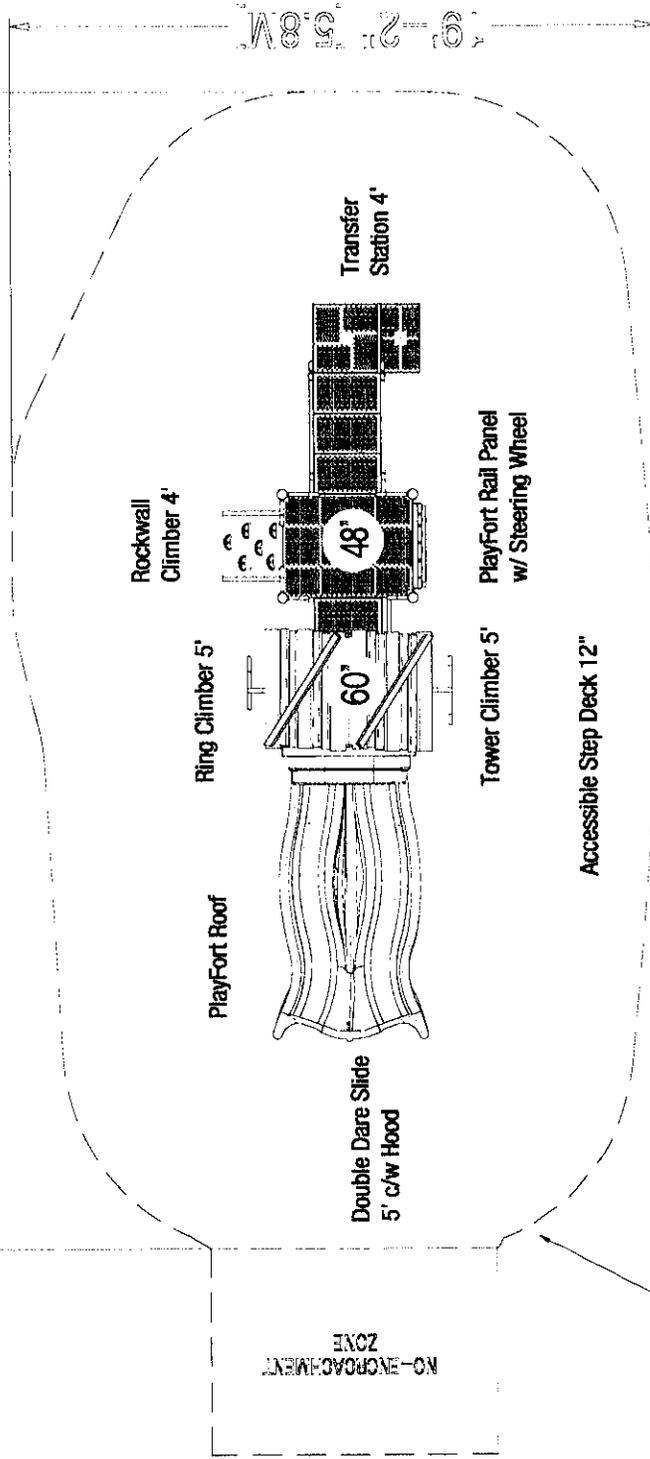
Sincerely :

David Henderson x226



33'-6" 10.2M

10'-2" 3.1M



NO-ENCROACHMENT ZONE

Recommended Protective Surface Zone

PlayFort Roof

Ring Climber 5'

Rockwall Climber 4'

Double Dare Slide 5' c/w Hood

48"

Tower Climber 5'

PlayFort Rail Panel w/ Steering Wheel

Transfer Station 4'

Accessible Step Deck 12"

Henderson Recreation Equipment Ltd.  
PO Box 68, 11 Gilbertson Drive  
Simcoe, ON, Canada, N3Y 4K3  
T: 1.800.265.5462  
F: 519.425.9380  
www.hendersonplay.ca

Salesperson | D.H.  
Drawn By | R.H.  
Date Drawn | January 28, 2020  
Revised By |  
Revision Date |

Product Line | PlaySteel FT  
Standard Compliance | CAN/CSA-2614  
Best User Age | 5 to 12 yrs.  
Protective Surfacing Type |  
Accessibility | Yes  
Number of Children | 16  
Fall Height | 9'

Border Area | 507 sqft  
Border Perimeter | 91'  
Installation Type | Onground  
WARNING: All play equipment shall have a protective surfacing under and around the equipment. The surfacing shall be installed in accordance with the CAN/CSA 2614, ASTM F1487 and the U.S. Consumer Product Safety Commission.

**Model No. B306676R0**  
Village of St. Helen's

## Improving Connectivity for Ontario Program

August 17, 2020

### **Letter to Council;**

CIAO Internet, a division of Cascara Energy, is a new internet company that is partnering with service providers in your area to bring multi-gigabit internet services to residents in under-served areas. CIAO Internet is registered with the CRTC as a non-dominant carrier. Our super-power is in creating partnerships that will enable us to deliver the fastest internet in Canada at competitive prices.

Right now, we need your help with a "Letter of Interest" from your mayor before August 21<sup>st</sup>. We need your letter so we can add your community to the list of communities supporting our application for the Improving Connectivity for Ontario (ICON) Program.

### **What is the ICON Program?**

The Province of Ontario is supporting the expansion of broadband and cellular infrastructure in Ontario by investing \$150 million over four years through the Improving Connectivity for Ontario program. The ICON program will promote industry partnerships to encourage solutions that leverage investments across sectors to meet the connectivity needs of communities that do not have adequate access to connection speeds of at least 50 Mbps.

### **Why support CIAO Internet?**

Due to competitive market dynamics, CIAO Internet is currently operating in stealth mode, but you will likely recognize the names of the energy and construction companies that we are working with. Our governments recognize that innovative services come from partnerships between large and small companies, sometimes from different sectors to create new opportunities. CIAO's strategy is to bundle internet and energy services during the engineering, construction, and commissioning phases to provide better services; specifically, internet connection speeds of at least 1000 Mbps.

CIAO Internet is not asking for money. However, due to the looming deadline, we are asking for a quick "Letter of Interest" from your mayor to support our ICON grant application. We will follow up with more material for your next council meeting where we can outline more of our strategy and discuss our partnerships with the objective to gain your support with agreements for right-of-way access for deployment of new internet and energy infrastructure in your community. CIAO is building an "Open Access" broadband network, which means that any internet service provider may lease the infrastructure that we are building.

Sincerely,



Robert Croghan,  
CEO, Cascara Energy and CIAO Internet

720 King Street West, Unit 317  
Toronto, Ontario M5V 3S5

Call Ron Van Holst, 416-660-8399 with your questions



## Letter of Interest Template

Dear Selection Committee Members,

Re: Letter of Interest – Improving Connectivity for Ontario (ICON) Program, with the Township of Ashfield-Colborne-Wawanosh, and CIAO Internet

The Township of Ashfield-Colborne-Wawanosh is pleased to provide this letter in support of CIAO Internet submission for improved connectivity in the rural area of the Township of Ashfield-Colborne-Wawanosh. This project is expected to commence in 2021.

This project will support rural residents by providing new fibre-optic based broadband internet services to residents who otherwise are disadvantaged in this regard.

This project is important to our region to support ongoing economic development initiatives, support our agriculture business sector with business expansion and innovative improvements while they strive to be competitive in today's environment. Successful completion will bring benefits to residents, business, visitors and the wider community as an attractive place to reside and conduct business. The COVID pandemic has placed added pressure on the need to work from home and ensure strong connectivity to compete in today's marketplace.

CIAO Internet is committed to the successful completion of this project. The the Township of Ashfield-Colborne-Wawanosh will provide support to CIAO Internet in regards to infrastructure access and communications to support this project being realized.

I may be contacted at [telephone number or email address] for any further information or questions.

Sincerely,

[Name]

Mayor of the Township of Ashfield-Colborne-Wawanosh

August 16, 2020 @ 1:00 pm at Christ Church, Port Albert

MINUTES

The meeting was called to order by Paul Doherty at 1:15 pm on August 16, 2020 at Christ Church, Port Albert.

1. Roll Call of Committee Members  
Paul Doherty, President  
Mark Ryan, Vice President  
Stuart Sharp, General Manager  
Keith Doherty, Treasurer  
Dot Ditner, Secretary  
Kathy Westbrook  
Nancy Corkum  
Regrets  
Keith Doherty  
Bill Vanstone, Counsellor, Township of ACW
2. Approval of Agenda – Motion made by Nancy Corkum to accept the agenda as presented; Seconded by Mark Ryan; Carried
3. Approval of Minutes - Motion made by Nancy to accept the minutes of September 4, 2019, November 2, 2019, and March 12, 2019; Seconded by Stuart Sharp; Carried
4. Treasurer’s Report - Keith Doherty

In Keith’s absence, Dot reported the following:

- The June 30, 2020 year end bank balance was \$72,519.25.
- Steve Simpson’s invoice is still outstanding from the fall 2019 for the baseline fencing.
- An invoice for the 2019 port-a-potties at the beaches is also outstanding. Keith is following up on this item with PACA. (This is a shared expense between PACA & PADRS)
- \$34,909.00 of the bank balance is designated for the playground equipment

5. Old Business

a) Donation board

- Paul, Stuart & Dot met with Bob Mann, Graphics Designer (volunteer), to discuss the donation board
- Based on the number of names and business logos, there will be two 4’x8’ boards with 3mm white aluminum as the face of the sign which will be glued to the boards. The edges of the wood will be sealed to avoid weathering/rot.
- Paul will donate the two ¾” 4’x8’ boards.
- Bob now has the names and logos for the donation board. He is working on a draft for review.
- The board will be installed high enough to allow for an additional 2’ add-on board at the bottom if needed.
- Dot was asked to send the donator list to all executive to review and report back in the next couple of days if anyone noticed any missing names.

- Stuart knows of someone getting rid of big grey stones that could be landscaped around the base of the donation board, so mowing around the posts won't be required.
  - 6x6 posts will be used
  - The donation board will be placed along the north west property line (along the green shed). Along the hill was discussed, but the hill was used for tobogganing last winter and the committee agreed to keep that area clear for that purpose.
- b) Petrie Park Plaque
- It was suggested that the Petrie Park plaque be put beside the donation board; however, after further discussion it was felt that having the plaque nearer to the playground might be a better option. It was left for Paul and Stuart to decide when they go to put it up.
- c) Trees Plaques
- Memorial plaques were ordered through McDougall Signs and have been picked up and installed.
  - A community member mentioned that there were caterpillar tents on the tree at the entrance. Paul has removed them.
6. New Business
- a) Picnic table purchase for Petrie park
- A discussion was held about purchasing 2 picnic tables to put at the playground area for parents while watching their kids play on the equipment.
  - Per Lloyd Haskell's FB page, he charges \$385 for 6' and \$425 for 8'. (He posted these prices August 5, 2020)
  - Agreed 8' tables are preferred
  - Picnic tables were mentioned earlier, and we were thinking about asking for a \$500 donation. This will probably cover the cost of the plaque but that's not yet confirmed.
  - Kathy stated that she wanted to donate \$1000 for 2 picnic tables (cheque received at the meeting).
  - Nancy also wants to donate \$500 for a picnic table.
  - Stuart received payment for playing for a Celebration of Life and Paul received payment for renting his tent for a wedding. Combined they will donate the money to a picnic table from the "Port Albert Pipes & Drums".
  - Nancy and Kathy will determine what they want their plaques to say.
  - Dot or Paul will contact Lloyd to order the tables. Paul will pick up since there are four, unless Lloyd will deliver for free.
- b) Picnic table campaign for 2021
- It will be posted that our "goal" is 10 picnic tables for now. From today's meeting, there are now 4 tables confirmed.
  - It will be advertised that we are looking for 6 more donations; first come, first served.
  - Plaques will have words only, no logos.
  - Placement of the donation plaque was discussed; either on the top with a routed inset, or on the frame. If placed on the frame, there will be less chance of scratching when the tables are piled. Dot will check costs on both once the size on the frame is known.

- An outdoor, scratch-resistant two-ply plastic was recommended by McDougall Signs. Colour options were discussed, and blue/white was chosen as the colours match the ACW/Petrie Park sign.
- c) Annual Meeting of Membership – September 2020
- After a discussion was held about having an annual meeting regarding the Covid-19 pandemic and kids returning to school the week prior to the meeting date, Paul made a motion to not have the 2020 Annual Meeting in September. This motion was seconded by Dot and all members in attendance agreed; Carried.
  - In lieu of the meeting, an update will be created. An email will be sent to the membership informing them to refer to the update on our Facebook and Website and, hopefully, things will return to normal next year. Dot will draft this.
  - Nancy offered to do a “Port Albert News” update for the Goderich Signal Star. Nancy to coordinate with Dot, and Kathy offered to take a picture of the park and playground equipment and send it to Nancy.
  - The Committee updated the by-laws this past winter which would normally be voted on by membership at the annual general meeting. However, since the meeting is not occurring, the amended by-laws will be in effect until the next Annual General Meeting of Membership; hopefully September 2021.
  - Another item discussed regarding the amended by-laws was having 2 volunteers to audit the financial records at year end. We will contact a few resident candidates to see if they are interested in doing this (volunteer basis) for the year ending 2021.
- d) Review of expense submissions
- Dot shared a document with Mark about how we need to submit expenses in the future so we have more itemized information for the financial statements. This was shared with Mark as he, Paul and Dot are the biggest submitters for expenses due to the BBQ and Ball Tournament.

## 7. Other Business:

- a) Nancy asked that her bench at Christ Church be moved to Petrie Park. She will email the Church Wardens (and cc Paul) that this is happening. Once Paul receives the email, he and Stuart will move the bench.
- b) The Wes for Youth bench will be moved over to the playground area for seating.
- c) Kathy indicated that the entrance signs are likely on their last winter. Paul said that this was mentioned to Bob Mann. These were provided by Arc-Tech in Seaforth. Paul will check with Keith if he has the .jpeg file. Nancy said she still has contact information on her computer for Arc-Tech & will look as well. If nothing is found through Keith or Nancy’s computer, Nancy will follow up with Arc-Tech to see if they have the jpeg file and can give it to her. After that, Stuart will take on the project.
- d) Kathy mentioned that cars speeding through Port Albert is a real concern with the new playground and increased use of the park. She wondered if signs, etc. might be put up. She would like a letter sent from PADRS to the Township of ACW regarding this. It might be recommended to put ‘slow down kids playing’ signs, or perhaps a solar ‘you’re speeding’ sign like in Carlow. Kathy recently had an incident with their mailbox which was reported to the OPP. Kathy said we could ask the Township to communicate with the OPP about this incident. We want to encourage the increasing young population to use the park, but we need to try to make it as safe as possible.

- e) Donation Board Criteria – An email was received from Roberta Ireland (and was read to the Committee) in regard to getting ones name on the donation board. She had visited 2 playgrounds in Stratford and the Kincardine Hospital “And all of them recognize the board or committee as well as the donors”. She was asking if it was possible to have the PADRS and Playground Committee mentioned with the members names on the board. After considerable discussion, it was agreed that the positions on these committees are voluntary and should not require recognition; the work is done for the love and betterment of the community. Recognition on the board requires a monetary donation, or a donation of services/equipment/ supplies from a business.
- f) If funding is required in future, Kathy mentioned Lavis’ as Ed MacDonald lives in Port Albert.
- g) Next Meeting – October 4, 2020 @ 1:00 pm, Church Basement
- h) Motion to Adjourn made by Mark Ryan; seconded by Kathy Westbrook; Carried.

Meeting Adjourned: 2:30 pm

## September 2020 Update

10.2

The Executive Committee met on August 16, 2020, and although things have started opening during the Covid-19 pandemic, the Executive voted **not** to hold the Annual General Meeting in September 2020. In lieu of the meeting, this update is being provided. If you have any questions or concerns regarding any items, please feel free to email [portalbertrecsociety@gmail.com](mailto:portalbertrecsociety@gmail.com)

### Reasons for Cancellation

- The current Stage 3 guideline states that we “can fill up to 30% of the facility capacity”. The church basement capacity is 65, so 19 people could potentially attend. However, with having to keep 2 metres between each member, this would likely lessen the number of attendees even more.
- School will have resumed for approximately one week by the meeting date and it will be unknown if the spread has increased. It is not worth putting anyone at risk as there are no urgent issues.

**PLEASE NOTE:** We will not be collecting 2020 membership dues and hope that things will resume to normal so a meeting can be held in September 2021.

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### **PETRIE PARK - Update since September 2019 Annual General Meeting**

#### 1. FINANCIAL UPDATE

Since this is being posted on our website and Facebook page, we are not attaching our July 1, 2019 to June 30, 2020 Financial Statement. **If you paid 2019 membership dues and wish to receive a copy of the financial statement, please send an email to [portalbertrecsociety@gmail.com](mailto:portalbertrecsociety@gmail.com) requesting a copy.**

**Please Note:** The Executive Committee will be reviewing the Financial Statements at our meeting on October 4, 2020 and they will be available to the membership after that.

#### 2. BY-LAWS

Over the winter months, prior to the Covid-19 outbreak, the Executive met to review and update the By-Laws which were created in 2010. The amended by-laws were passed by the Executive Committee and would normally have been presented and voted on by the membership at the Annual General Meeting in 2020. The amended by-laws will be in effect until voted on at the next annual meeting; hopefully September 2021. **If you paid 2019 membership dues and wish to receive a copy of the amended By-laws, please send an email to [portalbertrecsociety@gmail.com](mailto:portalbertrecsociety@gmail.com) requesting the same.**

#### 3. APPRECIATION

- A huge thank you to the Playground Committee - Rob & Roberta Ireland, and all the volunteers who helped with prepping the site and installation of the playground equipment and basketball court.
- Thanks to all the volunteers who have donated their time at Petrie Park; especially Taylor Cicchini who has mowed the park probably 99% of the time this summer; and Kathy Westbrook and Lynn Ryan who maintain the entrance flowerbeds.
- Thanks to the volunteers who weed wacked the hill.
- Thanks to Bill Wraith for continuing to mow the grass at the cairn location.

#### 4. PLANS FOR THE PARK – Present & Future

##### Present

- Annual Beef BBQ & Parade to the Beach – Sadly this didn't happen, but we look forward to 2021 with the same planned theme of "Rednecks" with families encouraged to put a small float in the parade to try to win a prize. The date for 2021 will be Sunday, August 1<sup>st</sup>.
- Ball Tournament – Another event that didn't happen. The date for this event in 2021 will be Friday, August 20<sup>th</sup> to 22<sup>nd</sup>.

At the ball tournament in August 2019 and at the General Annual Meeting in September, people were asked for suggestions of a new name for the tournament as it had been 9 years since the last one in 2010. Based on the responses received, the name will remain as the Quincy Tournament.

##### Future

###### **Phase I – Update since September 2019 Annual General Meeting**

- The playground plan submitted to ACW Township was approved as per the Township By-Law 52-2019 being the Policy for New Playground Equipment on Municipal Lands.
- The plan was also reviewed by the Huron County Accessibility Advisory Committee.
- Our request to township for a contribution to the playground was approved in the amount of \$4000.00 in addition to staff time for site preparation.
- The 5 trees donated by Linda Cozyn were planted fall 2019 and memorial plaques were installed in August 2020.
- The ACW/Petrie Park sign was installed by the township.

###### **Phase II - Update since September 2019 Annual General Meeting**

- The playground equipment and basketball court have been installed and is being used "at own risk" due to Covid-19. There are lots of kids and families using the park.
- The Petrie Park plaque will be placed near the playground on the north east side.
- Information for the donation board is now in the hands of the graphics designer. The board will be installed along the north east property line by the playground. We hope to have this installed late fall 2020. Due to the number of names on it, we anticipate that it will be 4' x 16'. We will be able to add on as needed in the future.
- The goal is to have ten 8' aluminum-framed picnic tables at the park. These will be much lighter to move when required.
- At this time, there are four tables at the park and the remaining six will be ordered to arrive for summer 2021. These tables have been purchased by donations received specifically for picnic tables, and donation plaques for the tables are being researched now.
- The driveway going into the park will be extended to the south west corner with a stone & chip surface. This can be used for vehicles coming to cater an event, or trucks and trailers dropping off and picking up additional picnic tables.
- From the south west corner, a walking trail will be put in along the tree line with a few benches placed along the trail. The surface will be smooth enough for wheelchairs, walkers, strollers, etc.
- Further excavating work will be done at the playground area to adhere to the accessibility component.

**Phase III – Update since September 2019 Annual General Meeting**

- Storage shed
- Lawnmower for volunteers to use at the park
- Pavilion
- Hydro
- Water

**5. NEW ITEMS**

- The Executive Committee has received a request to rent Petrie Park for a wedding in 2022. We're working with the Township on this. The Township gets the rental fee and the contract says that the renters are responsible for cleanup; however, we need to make sure that if we need to do any clean up or repair of damage (i.e., someone backs into the base fencing) that we can bill someone for it. There is no financial benefit for us to rent the park out and the community would not be able to use it while the private event is going on.
- A letter has been sent to the Township requesting that some sort of a sign be installed along Melbourne to help deter speeding. With the increased use of Petrie Park, this has become a bigger concern with the younger population walking and biking to the park.

The Committee feels that our goal to make Petrie Park a community hub for residents, cottagers and visitors is well on its way. This could not have been accomplished without all the donations and volunteers. Thank you!

If you have any questions, please email the Committee at [portalbertrecsociety@gmail.com](mailto:portalbertrecsociety@gmail.com)

Sincerely,

The Port Albert & District Recreational Society Inc. Executive Committee

Paul Doherty, President

Mark Ryan, Vice-President

Stuart Sharp, General Manager

Keith Doherty, Treasurer

Dot Ditner, Secretary

Kathy Westbrook, Member at Large

Nancy Corkum, Member at Large

Bill Vanstone, Counsellor, Township of ACW

**The Corporation of the Township of Huron-Kinloss**

P.O. Box 130  
21 Queen St.  
Ripley, Ontario  
N0G2R0

Phone: (519) 395-3735

Fax: (519) 395-4107

E-mail: [info@huronkinloss.com](mailto:info@huronkinloss.com)

Website: <http://www.huronkinloss.com>

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

August 17, 2020

Dear Honourable Doug Ford;

Re: Copy of Resolution #485

Motion No. 485

Moved by: Don Murray    Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss hereby support the Council of the Township of Mapleton in their request that: The Province of Ontario undertake a review of the Farm Property Tax Class Rate Program to determine:

- a. The appropriateness of the cost of the Farm Property Tax Class Rate Program falling disproportionately amongst rural residential and business property owners when the benefit of an economically competitive agricultural industry and affordable food and agricultural products is a provincial objective that should be shared amongst all taxpayers in Ontario;
- b. The adequacy of funding being provided to rural municipalities to offset the cost of the Farm Property Tax Class Rate Program;
- c. The differences between the amount of property taxes paid in rural and urban municipalities and the root causes of those differences;
- d. Economic competitiveness concerns with disproportionately higher average property taxes being paid in rural municipalities;
- e. Other methods of delivering the farm tax rebate program to farmland owners where the cost can be shared province wide

Sincerely,

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

Kelly Lush  
Deputy Clerk

c.c Honourable Steve Clark, Minister of Municipal Affairs and Housing, Honourable Rod Phillips, Minister of Finance, Honourable Ernie Hardeman, Minister of Agriculture, Food & Rural Affairs, MPP Randy Pettapiece, Honourable Ted Arnott, all Ontario Municipalities, Rural Ontario Municipal Association (ROMA) and Association of Municipalities of Ontario (AMO).

## Lucknow and District Fire Board



June 18, 2020

### Minutes

The Lucknow and District Fire Board met on June 18, 2020 at 7:00 pm through Zoom, an online video conferencing platform.

This meeting was held electronically due to the provincial emergency declared in response to the Novel Coronavirus pandemic. Boards are permitted to continue to conduct business remotely during this time.

**Members Present:**

Township of Ashfield-Colborne-Wawanosh	Bill Vanstone
Township of Ashfield-Colborne-Wawanosh	Gloria Fisher
Township of Ashfield-Colborne-Wawanosh	Glen McNeil
Township of Huron-Kinloss	Don Murray
Township of Huron-Kinloss	Ed McGugan (alternate)
Township of Huron-Kinloss	Carl Sloetjes

**Staff and Others Present:**

Board Secretary	Florence Witherspoon
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**1. Call to Order**

Chair Don Murray called the meeting to order.

**2. Disclosure of Pecuniary Interest**

None declared.

**3. Adoption of Previous Minutes**

	Moved by: Glen McNeil
Resolution	Seconded by: Bill Vanstone
No. 1	THAT the minutes dated April 23, 2020 of the Lucknow and District Fire Board be adopted as circulated.

CARRIED

**4. Business Arising from the Minutes**

None.

**5. Closed Session**

	Moved by: Glen McNeil
	Seconded by: Ed McGugan
Resolution	THAT the Lucknow and District Fire Board move into Closed Session, in accordance with Section 239 of the Municipal Act, 2001, with the Secretary Florence Witherspoon, remaining in attendance at 7:08 pm for the purposes of the discussing:
No. 2	

1. Matters of Negotiation

CARRIED

Resolution Moved by: Ed McGugan  
No. 3 Seconded by: Carl Sloetjes  
THAT the Lucknow and District Fire Board reconvene into Open Session at 7:45 pm.

CARRIED

**6. Business Arising from Closed Session**

The Board directed to the Committee tasked at determining the process to replace the Fire Chief to continue negotiations and bring back a recommendation on a moving forward for consideration.

**7. New Business**

None.

**8. Next Meeting**

July 23, 2020 at 7:00 pm or at the call of the Chair.

**9. Adjournment**

Moved by: Bill Vanstone  
Resolution Seconded by: Glen McNeil  
No. 4 THAT the Lucknow and District Fire Board adjourn at 7:50 pm to reconvene on July 23, 2020 or at the call of the Chair.

CARRIED

ORIGINAL SIGNED BY

\_\_\_\_\_  
Chair, Don Murray

ORIGINAL SIGNED BY

\_\_\_\_\_  
Secretary, Florence Witherspoon

# Lucknow and District Fire Board



## August 20, 2020 Minutes

The Lucknow and District Fire Board met on August 20, 2020 at 7:00 pm through Zoom, an online video conferencing platform.

### Members Present:

Township of Ashfield-Colborne-Wawanosh	Bill Vanstone
Township of Ashfield-Colborne-Wawanosh	Gloria Fisher
Township of Ashfield-Colborne-Wawanosh	Glen McNeil
Township of Huron-Kinloss	Don Murray
Township of Huron-Kinloss	Jim Hanna
Township of Huron-Kinloss	Carl Sloetjes

### Staff and Others Present:

Board Secretary	Florence Witherspoon
Fire Chief	Peter Steer
Deputy Fire Chief	Clint Hamilton
Secretary	Steve Bushell

### 1. Call to Order

Chair Don Murray called the meeting to order.

### 2. Disclosure of Pecuniary Interest

None declared.

### 3. Adoption of Previous Minutes

Moved by: Bill Vanstone  
Resolution    Seconded by: Gloria Fisher  
No. 1        THAT the minutes dated June 18, 2020 of the Lucknow and District Fire Board  
              be adopted as circulated.

CARRIED

### 4. Business Arising from the Minutes

None.

### 5. Report from Fire Chief Steer

The Board reviewed the August 2020 Interim Activity Report prepared by Fire Chief Steer.

### 6. Budget to Actual Report

The Board reviewed the Actual vs. Budget Statement from January to August 17, 2020.

### 7. Fire Department Policies - Standard Operating Guidelines

The Lucknow Fire Department provided the current Standard Operating Guidelines with 12 Sections in total. Section 11: Occupational Health, Safety and Wellness was reviewed by the Board.

Moved by: Jim Hanna  
Resolution    Seconded by: Carl Sloetjes  
No. 2

THAT the Lucknow and District Fire Board receive the updated Standard Operated Guidelines, including Section 11.

CARRIED

## 8. Closed Session

Moved by: Glen McNeil  
Seconded by: Bill Vanstone  
Resolution No. 3 THAT the Lucknow and District Fire Board move into Closed Session, in accordance with Section 239 of the Municipal Act, 2001, with the Secretary Florence Witherspoon, remaining in attendance at 7:05 pm for the purposes of the discussing:

1. Matters of Negotiation

CARRIED

Moved by: Carl Sloetjes  
Seconded by: Bill Vanstone  
Resolution No. 4 THAT the Lucknow and District Fire Board reconvene into Open Session at 7:45 pm.

CARRIED

## 9. Business Arising from Closed Session

None.

## 10. New Business

Chair Don Murray requested at members of ACW Council support the Huron-Kinloss resolution supporting the trucking industry.

## 11. Next Meeting

September 17, 2020 at 7:00 pm or at the call of the Chair.

## 12. Adjournment

Moved by:  
Seconded by:  
Resolution No. 5 THAT the Lucknow and District Fire Board adjourn at 7:50 pm.

CARRIED

ORIGINAL SIGNED BY

\_\_\_\_\_  
Chair, Don Murray

ORIGINAL SIGNED BY

\_\_\_\_\_  
Secretary, Florence Witherspoon



THE CORPORATION OF THE TOWNSHIP OF  
ASHFIELD-COLBORNE-WAWANOSH

**BY-LAW NUMBER 55-2020**

---

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE  
CORPORATION OF THE TOWNSHIP OF ASHFIELD-COLBORNE-WAWANOSH  
AT ITS MEETING HELD ON SEPTEMBER 1, 2020.

---

**WHEREAS** by the Municipal Act, 2001 the powers of a municipal corporation are to be exercised by its Council;

**AND WHEREAS** by the Municipal Act, 2001, the powers of every Council are to be exercised by its by-laws;

**AND WHEREAS** it is deemed expedient that the proceedings of the Council of The Corporation of the Township of Ashfield-Colborne-Wawanosh at its meeting be confirmed and adopted by by-law;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF ASHFIELD-COLBORNE-WAWANOSH ENACTS AS FOLLOWS:**

1. The action of the Council of The Corporation of the Township of Ashfield-Colborne-Wawanosh at its meeting held on the 1<sup>st</sup> day of September in respect to each motion and resolution passed, and other action taken by the Council of The Corporation of the Township of Ashfield-Colborne-Wawanosh at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. The Mayor and Clerk are authorized and directed to do all the things necessary to give effect to the action of the Council of The Corporation of the Township of Ashfield-Colborne-Wawanosh referred to in the preceding section hereof.
3. The Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the seal of The Corporation of the Township of Ashfield-Colborne-Wawanosh.

**Read a FIRST and SECOND time this 1<sup>st</sup> day of September, 2020.**

**Read a THIRD TIME and FINALLY PASSED this 1<sup>st</sup> day of September, 2020.**

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**Mayor, Glen McNeil**

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**CAO/Deputy-Clerk, Mark Becker**