



# AGENDA

## Council Meeting

4:30 PM - Thursday, November 23, 2023  
Municipal Office

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<b>1. CALL TO ORDER</b>	
<b>2. DISCLOSURE OF PECUNIARY INTEREST</b>	
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- 7.7. **Clerk Administrator's Report:** Campbell House 165 - 170  
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- 7.8. **Clerk Administrator's Report:** Memorial Gardens 171 - 172  
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- 7.9. **Drainage Superintendent's Report:** Drain Maintenance Request 173  
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**8. BY-LAWS**

- 8.1. By-law 40 of 2023 - Morwood Petition Drain - third & final reading
- 8.2. By-law 53 of 2023 - Official Plan Amendment
- 8.3. By-law 54 of 2023 - Animal Control

**9. NEW BUSINESS**

- 9.1. Councillor Frank Nemcek: Motion to reconsider motion # 2023-331 174 - 176  
(September 28, 2023 meeting)

Frank Nemcek made a motion that the request from the SCRCA to request the Council of the Municipality of Brooke-Alvinston to submit a demolition permit on the Campbell House be denied. Jenny Redick seconded the motion.

[A.W. Campbell House - September 2023](#)

- 9.2. Annual Emergency Preparedness Exercise Date - Dec. 11, 2023 @ 2pm
- 9.3. 2024 Preliminary Budget Consideration Meeting - Nov. 30th @ 4:30 p.m..

**10. CLOSED SESSION**

**11. RISE AND REPORT**

**12. BY-LAW CONFIRMING PROCEEDINGS**

- 12.1. By-law 55 of 2023 - Confirming By-law

**13. ADJOURNMENT**



# MINUTES

## Council Meeting

4:30 PM - Thursday, November 9, 2023  
Municipal Office

The Council of the Municipality of Brooke-Alvinston was called to order on Thursday, November 9, 2023, at 4:30 PM, in the Municipal Office, with the following members present:

**Council Present:** Mayor David Ferguson, Deputy Mayor Frank Nemcek, Councillor Craig Sanders, Councillor Don McCabe, and Councillor Jenny Redick

**Staff Present:** Clerk Administrator Janet Denkers, Treasurer Stephen Ikert, Fire Chief Steve Knight, Parks and Recreation Manager Greg Thornicroft, and Public Works Superintendent Jamie Butler

**Regrets:**

### 1 CALL TO ORDER

The Mayor called the meeting to order at 4:30 p.m.. He noted the changes to the agenda.

### 2 DISCLOSURE OF PECUNIARY INTEREST

The Mayor requested that any pecuniary interests be declared at the appropriate time.

### 3 MINUTES

a) Regular Council Meeting Minutes of October 26, 2023

#### RESOLUTION-2023-037

Councillor Craig Sanders made a motion that the meeting minutes of October 26, 2023 be approved as presented without error or omissions. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

### 4 BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

### 5 DELEGATIONS & TIMED EVENTS

### 6 CORRESPONDENCE

a) Municipal Information

#### RESOLUTION-2023-038

Councillor Craig Sanders made a motion that the circulated correspondence for information be received and filed. Councillor Jenny Redick seconded the motion.

**Carried**

b) Correspondence Requiring Action

#### RESOLUTION-2023-039

Councillor Craig Sanders made a motion that the correspondence circulated for

support from the Town of Aurora, Municipality of North Perth, Town of Huntsville and Town of Rainy River be received and filed. Councillor Don McCabe seconded the motion.

**Carried**

## 7 STAFF REPORTS

- a) **Treasurer's Report:** Accounts Payable Listing - October 2023

### **RESOLUTION-2023-040**

Councillor Jenny Redick made a motion that Council receive and file the Accounts Payable Listing for October 2023. Councillor Craig Sanders seconded the motion.

**Carried**

- b) **Clerk Administrator's Report:** OPP Contract expiry

### **RESOLUTION-2023-041**

Councillor Jenny Redick made a motion that the Council of the Municipality of Brooke-Alvinston receive for information the report on the Police Services Contract extension and that the By-law presented for extending the contract for two years be approved. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

- c) **Clerk Administrator's Report:** Public Washrooms - Christmas parade

### **RESOLUTION-2023-042**

Councillor Jenny Redick made a motion that 2 accessible washrooms be rented for the Dec. 2, 2023 Alvinston Christmas Celebration and placed in the commercial area of Alvinston for the Christmas parade. Councillor Craig Sanders seconded the motion.

**Carried**

## 8 BY-LAWS

- a) Proposed By-law 51 of 2023 - OPP Contract renewal

### **RESOLUTION-2023-043**

Councillor Jenny Redick made a motion that By-law 51 of 2023 be read a first, second and third time and finally passed this 9th day of November, 2023. Councillor Craig Sanders seconded the motion.

**Carried**

## 9 NEW BUSINESS

- a) The Mayor reminded those in attendance of the Remembrance Day Service being held on Nov. 11th at the Cenotaph.
- b) The Mayor noted that the Christmas Parade Chairman advised that holiday lights will be adorned on the trees along River Street.
- c) Councillor Nemcek asked for an update from the SCRCA Rep Don McCabe on the status of the Campbell House.
- d) The Parks & Recreation Manager received direction from Council to draft a helmet policy for Council consideration.
- e) Councillor Redick inquired about the Field of Dreams grant application. She was advised it was forwarded to the Riverhawks.
- f) The Clerk Administrator noted staff are working on the Emergency Management Grant application and are working on options for submission.

## 10 CLOSED SESSION

- a) Items under:  
 Section 239 (2b): Personnel matters about an identifiable individual including employees;  
 Section 239 (2e): Litigation or potential litigation  
 Section 239 (2d): Labour relations or employee negotiations

**RESOLUTION-2023-044**

Councillor Don McCabe made a motion that Council move into closed session to discuss items under: Section 239 (2b): Personnel matters about an identifiable individual including employees; Section 239 (2e): Litigation or potential litigation; Section 239 (2d): Labour relations or employee negotiations. Councillor Craig Sanders seconded the motion.

**Carried**

**11 RISE AND REPORT**

The Clerk Administrator reported that a closed session meeting was held with the following outcome(s):

- i) The closed meeting minutes of August 10, 2023 were approved
- ii) Staff directed to proceed as discussed to fill the PARC vacancy
- iii) That that the 2024 wage grid be adjusted as proposed
- iv) That staff proceed as otherwise directed in closed session

**12 BY-LAW CONFIRMING PROCEEDINGS**

- a) Confirming By-law

**RESOLUTION-2023-045**

Councillor Jenny Redick made a motion that By-law 52 of 2023 be read a first, second and third time and finally passed this 9th day of November, 2023. Deputy Mayor Frank Nemcek seconded the motion.

**Carried**

**13 ADJOURNMENT**



- a) Jenny Redick made a motion to adjourn the meeting at 5:30 p.m..

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Clerk-Administrator

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Mayor

	<b>PLANNING AND DEVELOPMENT SERVICES REPORT</b>	
<b>REPORT TO:</b>	<b>MUNICIPALITY OF BROOKE-ALVINSTON</b>	
<b>PREPARED BY: (COUNTY)</b>	<b>Heather Sewell, RPP – Consultant (NPG Solutions) Kenneth Melanson, RPP – Manager, Planning &amp; Development Services</b>	
<b>REVIEWED BY: (MUNICIPALITY)</b>	<b>Janet Denkers, Clerk – Administrator</b>	
<b>MEETING DATE:</b>	<b>November 23, 2023</b>	
<b>IN CAMERA:</b>	<b>Open Session</b>	
<b>SUBJECT:</b>	<b>Official Plan Amendment #6 Brooke-Alvinston Official Plan Conformance Update (5 year review)</b>	

### **EXECUTIVE SUMMARY:**

An update to the Brooke-Alvinston Official Plan (OP) was launched in late 2022 to bring the OP into conformance with most recent legislation changes including the *Planning Act* and County of Lambton OP. OP Amendment #6 is presented for Council adoption, which will complete the review. Staff recommend approval of the Amendment.

### **RECOMMENDATION(S):**

That the Council of the Municipality of Brooke-Alvinston:

1. **APPROVE** Official Plan Amendment #6, being an update to the Brooke-Alvinston Official Plan.
2. **APPROVE** By-law 53 of 2023, which will direct the Clerk-Administrator to submit OPA #6 to the County of Lambton (Approval Authority) for approval.
3. **APPROVE** the following motion as part of approval of OPA #6:  
 “That the Council of the Municipality of Brooke-Alvinston confirms that this Official Plan Amendment has been completed to implement the requirements of Section 26 (1) of the *Planning Act* and more specifically that the amendment:
  - a) conforms with provincial plans or does not conflict with them as the case may be;
  - b) has regard to the matters of provincial interest listed in section 2; and
  - c) is consistent with policy statements issued under subsection 3 (1). 2015, c. 26, s. 24 (1).

### **REASONS FOR RECOMMENDATION(S):**

The proposed amendments bring the Official Plan into conformance with recent changes to a variety of Provincial Legislation (including the *Planning Act*) and County of Lambton Official Plan.

**DISCUSSION:**

An Official Plan (OP) is a document that guides decision-making on various types of planning applications. The OP is a roadmap to the future development of a municipality and lays out future residential, supports community and economic development and diversification, and agricultural activities. All municipalities must have an OP and keep the document up to date with recent changes to planning regulations.

The proposed OPA #6 is a conformance update to the Brooke-Alvinston OP, that will align the policies to recent changes in various provincial legislation, including several recent changes to the *Planning Act* and recent coming into affect of the County of Lambton Official Plan (in 2020). When either provincial legislation or the County OP direct or mandate action – conformance to those requirements is mandatory. It is important to note that most of the OP remains unchanged – only where action was required for conformance updates or changes required from other legislation, has updates occurred.

**PUBLIC ENGAGEMENT:**

The OP review has undergone a variety of different public engagement processes – including a community survey and two (2) open houses (one cancelled due to a major storm).

Circulation of the application to the required agencies was also completed by our project consultants and feedback received has been reviewed and incorporated where appropriate. Not all feedback was actioned as it may have conflicted with provincial policy.

**CONCLUSION:**

The proposed Official Plan Amendment #6 will bring the Brooke-Alvinston Official Plan into conformance with various changes to provincial legislation (including the *Planning Act*) and County of Lambton Official Plan. Staff recommend Council adoption enabling the amendment be sent to the County for approval.

**AMENDMENT NO. 6  
TO THE  
MUNICIPALITY OF BROOKE-ALVINSTON  
OFFICIAL PLAN**

County of Lambton  
Planning and Development  
Department  
November 2023



**MUNICIPALITY OF BROOKE-ALVINSTON**  
**Official Plan Amendment No. 6**

This amendment was adopted by the Council of the Municipality of Brooke-Alvinston by By-law \_\_\_\_ of 2023 in accordance with the provisions of Section 22 (1) and 17 (15) of the Planning Act, R.S.O. 1990, on the \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Mayor

Corporate  
Seal

\_\_\_\_\_  
Clerk

**CERTIFICATE OF COMPLIANCE**  
**WITH PUBLIC INVOLVEMENT**  
**AND NOTICE REQUIREMENT**

I, Janet Denkers, Clerk for the Municipality of Brooke-Alvinston, hereby certify that the requirements for the holding of at least one public meeting as set out in subsection 17(15) of the Planning Act, R.S.O.1990 and the giving notice as set out in subsection 17(19) of the Planning Act, R.S.O.1990, have been complied with.

\_\_\_\_\_  
Clerk

**MUNICIPALITY OF BROOKE-ALVINSTON**  
**BY-LAW NUMBER \_\_\_\_\_ OF 2023**

The Council of the Municipality of Brooke-Alvinston, in accordance with the provisions of Section 17 (22) of the Planning Act, R.S.O. 1990, hereby enacts as follows:

1. Amendment No. 6 of the Municipality of Brooke-Alvinston Official Plan, consisting of the attached text and maps, is hereby adopted.
  
2. The Clerk is hereby authorized and directed to make application to the County of Lambton for approval of Amendment No. 6 to the Municipality of Brooke-Alvinston Official Plan.
  
3. This By-law shall come into force and take effect on the day of the final passing thereof.

ENACTED AND PASSED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

Certified that the above is a true copy of By-law No. \_\_\_\_\_ of 2023 as enacted and passed by the Council of the Municipality of Brooke-Alvinston on the \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Clerk, Municipality of Brooke-Alvinston

**AMENDMENT NO. 6  
TO THE MUNICIPALITY OF BROOKE-ALVINSTON  
OFFICIAL PLAN**

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## STATEMENT OF COMPONENTS

**Part A – THE PREAMBLE** does not constitute part of this Amendment.

**PART B – THE AMENDMENT** consisting of 282 items, constitutes Amendment No. 6 to the Official Plan for the Municipality of Brooke Alvinston Planning Area, County of Lambton. The title of Amendment No. 6 is “An Amendment to Complete the Five-Year Review of the Official Plan”.

**PART C - APPENDIX** does not constitute part of this Amendment.

## PART A - THE PREAMBLE

### 1. Purpose

The purpose of this Official Plan Amendment is to complete the Five-Year Review of the Official Plan for the Municipality of Brooke Alvinston. In undertaking the Five-Year Review, additional requirements for updates including conformity to the Provincial Policy Statement and the County of Lambton Official Plan were completed. As well, legislative changes in Ontario provided new opportunities and issues for the Municipality, all of which have been incorporated into this Amendment.

### 2. Location

The area to which this Amendment applies is all lands within the Municipality of Brooke Alvinston.

### 3. Basis

This Official Plan Update was developed based on the following:

1. Information and feedback provided at the Special Council Meeting held in December 2022;
2. Written submissions received regarding the Official Plan issues and opportunities;
3. The research and review information in the Background Report prepared by NPG Planning Solutions Inc.;
4. The community survey held in the fall of 2022 to identify community issues, concerns, and opportunities;
5. Identification of emerging issues whether through Provincial legislation or planning practice in Ontario (cannabis/green energy are examples);
6. Reviews of required policies and plans – the Provincial Policy Statement (2020); the County of Lambton Official Plan, and the Source Protection Plans covering the County of Lambton.

This Official Plan Update confirmed that the Municipality's Official Plan provides a strong foundation for future planned growth and community development in Brooke Alvinston. This foundation will be enhanced and built upon through the following key components of this Amendment:

1. The Amendment creates a 25-year community plan for growth and community development founded on the community structure in the Municipality;
2. The Amendment recognizes the importance of agriculture and farm operations in the Municipality and provides updated policies on agriculture-related uses and on-farm diversified uses consistent with the Provincial Policy Statement (2020) and in conformity with the County of Lambton Official Plan;
3. The Amendment confirms the importance of the existing commercial areas in the Municipality and strengthens urban design guidelines and encouragement of mixed-use development for Brooke Alvinston's central commercial areas;
4. The Amendment creates opportunities for new housing through updated policies for housing and the provision of policies supporting intensification and additional dwelling units;
5. The Amendment includes significant updates to the Natural Heritage System Policies consistent with the Provincial Policy Statement (2020) and in conformity with the County of Lambton Official Plan;
6. The Amendment addresses community feedback related to green energy, cannabis growing, and short-term vacation rentals; and,
7. The Amendment achieves the following to assist in administering the Plan:
  - a) Flexibility in Application, Interpretation, and Updating of the Plan; and,
  - b) Enhanced readability and understanding of the Plan.

## PART B - THE AMENDMENT

### Introduction

All of this part constitutes Amendment No. 6 to the Official Plan for Municipality of Brooke Alvinston Planning Area, County of Lambton.

### Details of the Amendment

The Amendment consists of 282 items.

The Official Plan is amended as follows:

1. Items 1 through 273 (changes to text and tables) of the Plan are amended as per the following tables of this Amendment:
  - a. Table A – General Wording Amendments
  - b. Table B – Amendments to Part A of the Official Plan
  - c. Table C – Amendments to Part B of the Official Plan
  - d. Table D – Amendments to Part C of the Official Plan
  - e. Table E – Amendments to Part D of the Official Plan
  - f. Table F – Amendments to Part E of the Official Plan
2. Items 274 through 282 changes to and addition of schedules, maps and appendices – are found in Table G. Specified schedules, maps, and appendices of the Plan are amended as per Table G of this Amendment and as shown on Attachments 1 through 13.

TABLE A – GENERAL WORDING AMENDMENTS

Item No.	Policy Number	Details of the Amendment
1.	N/A	“Provincial Policy Statements” is changed to “Provincial Policy Statement 2020 (PPS 2020)” in all instances in the Official Plan.
2.	N/A	“Ontario Municipal Board” is changed to “Ontario Land Tribunal” in all instances in the Official Plan.
3.	N/A	Replace the year “2030” with “2046” in all instances in the Official Plan.
4.	N/A	The phrase “Rural Area” is replaced with “Agricultural Area” in all instances.



TABLE B – AMENDMENTS TO PART A OF THE OFFICIAL PLAN

Item No.	Policy Number	Details of the Amendment
5.	1.0	<p>Add the following as the fourth bullet under “Purpose of the Plan”:</p> <p>“to build strong, liveable and healthy communities that are resilient to climate change.”</p>
6.	1.1	<p>The following section is added:</p> <p><b><u>ORGANIZATION OF THE PLAN</u></b></p> <p>This Plan is organized into five parts, as follows:</p> <p>Part A: The introduction details the purpose, effect, and basis underlying the Plan.</p> <p>Part B: This part contains sections that describe the land use designations that apply across the Municipality. Together with the land use maps, these designations will help implement the strategy for managing change set out in Part A.</p> <p>Part C: This part includes policies for Municipal systems: transportation, public utilities, municipal services, and energy systems.</p> <p>Part D: This part includes policies for design, community development, built heritage, and other matters related to building complete communities.</p> <p>Part E: This part explains how the Municipality will implement the Official Plan using development approval processes and planning tools.</p> <p>Schedules, Maps and Appendices: Schedules, Maps and Appendices are found at the end of the Plan. The Schedules, which form part of this Plan, provide an illustration of the overall growth strategy and natural heritage system for the Municipality. The maps and appendices provide additional mapping of features the geography of which is relevant to the Plan but maintained by others external to the Municipality.</p>

Item No.	Policy Number	Details of the Amendment
7.	1.2	<p>The following policy is added:</p> <p>The Municipality of Brooke Alvinston is planning for growth on the following basis as identified in the County of Lambton Official Plan:</p> <p>a) To 2031:</p> <p>Projected Population: 2,028 to 2,581  Projected Annual Dwelling Units: 5</p> <p>The projected population and projected annual dwelling units are targets and are not considered maximum figures or caps.</p> <p>b) From 2031 to 2046, growth shall be addressed as follows:</p> <ol style="list-style-type: none"> <li>i. A land supply for growth in excess of 25 years was determined to be available for the Municipality as part of the preparation of the County of Lambton Official Plan approved in 2018;</li> <li>ii. The County of Lambton will prepare an updated projection of population growth and housing growth prior to 2031 as part of a planned update to the County Official Plan; and,</li> <li>iii. The Municipality of Brooke Alvinston Official Plan will be updated to include projected population and dwelling units upon the conclusion of the update by the County of Lambton.”</li> </ol>
8.	1.3	<p>The following policy is added:</p> <p><b>A Role for Process: Development Applications</b></p> <p>The role of the Official Plan is to provide general guidance for development that applies on a Municipality wide basis related to land use including designations and permissions. The policies of this Plan also provide guidance to inform development application processes and area-specific planning processes. The specific role for development applications like Official Plan Amendments, Zoning By-law Amendments and minor variance applications acknowledge</p>

Item No.	Policy Number	Details of the Amendment
		that Municipality wide policy cannot anticipate every circumstance related to a site or a development. The Official Plan has policies to ensure that development applications are considered against the policies of this Plan so that the outcome of a development application addresses the public interest.

TABLE C – AMENDMENTS TO PART B OF THE OFFICIAL PLAN

Item No.	Policy Number	Details of the Amendment
9.	<b>1A.1</b>	<p>The following paragraph is revised as follows:</p> <ul style="list-style-type: none"> <li>• The word “biomass” is added after the word “nursery”</li> <li>• The word “or” is deleted before the word “fur”</li> <li>• The comma: “,” is deleted after the word “fur”</li> <li>• The phrase “or fibre” is deleted after the word “fur”</li> <li>• The word “apiaries;” is added after the word “aquaculture;”</li> <li>• Remove “accessory farm dwellings” and replace with “but not limited to accessory farm dwellings, livestock facilities, manure storages, crop storage facilities, value-retaining facilities, and accommodation for full-time farm labour when the size and nature of the operation requires additional employment.”</li> </ul>
10.	<b>1A.2 a)</b>	<p>The existing wording is deleted and replaced with:  “On-farm diversified uses that are secondary to the principal agricultural use of the property and are limited in area. Such uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value-Add agricultural products. Ground-mounted solar facilities are permitted in prime agricultural areas, including specialty crop areas, only as on-farm diversified uses.”</p>
11.	<b>1A.2 b)</b>	<p>The existing wording is deleted and replaced with:  “Agriculture-related uses that are farm-related commercial and farm-related industrial uses directly related to farm operations in the area, that support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity.”</p>
12.	<b>1A.2 d)</b>	<p>This clause is deleted.</p>
13.	<b>1A.2</b>	<p>The following is added as policy (j):</p> <p>“Parks and recreation uses in accordance with the following:</p> <ol style="list-style-type: none"> <li>a) there is justification provided for the use;</li> <li>b) the proposed location is suitable for the use and there are no reasonable alternative locations available that would be more appropriate;</li> <li>c) Class 1 to 3 soils are avoided, where possible;</li> <li>d) where it is necessary to use Class 1 to 3 soils, the least productive agricultural lands should be used;</li> </ol>

Item No.	Policy Number	Details of the Amendment
		<p>e) the use will have a minimal negative impact on farming activities and will be subject to the natural heritage policies of this plan;</p> <p>f) an adequate potable water supply and sewage disposal system can be provided; and</p> <p>g) the lands are designated in the official plan and zoned for the proposed use.”</p>
14.	<b>1A.2</b>	<p>The following is added as policy (k):  “Ground-mounted solar facilities are permitted in prime agricultural areas, including specialty crop areas, only as on-farm diversified uses.” after “farm operation on the property;”</p>
15.	<b>1A.3</b>	<p>The following (second) sentence is deleted: “Non-agricultural uses will generally be discouraged in the Agricultural Area and will be directed to appropriate Settlement Areas to preserve agricultural land and to avoid conflicts between farm and non-farmland uses.”</p> <p>It is replaced with “Land uses that do not require a location in the Agricultural Area and most non-farm development will be directed to Urban Settlements or Secondary Settlements in order to preserve agricultural land and to avoid conflicts between farm and non-farm uses.”</p> <p>The following is added as a new paragraph:  “Recreational, cultural, and open space uses are discouraged in the Agricultural Area, but may be permitted through site-specific Official Plan Amendments as "agricultural exceptions", provided it is demonstrated that all of the following criteria are met:</p> <p>a) there is an identified need or demand for additional land to be designated within the planning horizon to accommodate the proposed use;</p> <p>b) the proposed location is not in a specialty crop area;</p> <p>c) alternative locations have been evaluated and:</p> <ol style="list-style-type: none"> <li>i. there are no reasonable alternative locations which avoid prime agricultural areas</li> <li>ii. there are no reasonable alternative locations with lower priority agricultural lands;</li> </ol> <p>d) the use will have a minimal negative impact on farming activities and will be subject to the natural heritage policies of this Plan;</p> <p>e) the proposed use complies with the minimum distance separation formulae;</p>

Item No.	Policy Number	Details of the Amendment
		<p>f) an adequate potable water supply and sewage treatment and disposal system can be provided;</p> <p>g) the lands are designated in this Plan and the zoning by-law as a site-specific "agricultural exception" specific to the proposed use;</p> <p>h) the lands remain part of the Agricultural Area designation and the long-term intended use of the lands remains agricultural;</p>
16.	<b>1A.4</b>	The number "40" is deleted and replaced with "38".
17.	<b>1A.5</b>	<p>The wording is revised as follows:  Add ", light, vibration, smoke, and flies" after the word "dust"</p>
18.	<b>1A.6</b>	<p>Policies g) and h) are renumber to i) and ii) under Policy f).  The following policy is added as 1A.6 g)  g) MDS I shall be applied to development on all existing lots of record, although exceptions respecting the alteration or replacement of existing non-farm uses may be permitted, subject to a minor variance. The calculated MDS II distances shall not be modified except by minor variance.</p>
19.	<b>1A.8</b>	In policy d), "40" is deleted and replaced with "38"
20.	<b>1A.8e)</b>	This policy is deleted.
21.	<b>1A.9</b>	<p>The section heading is changed to "On-farm diversified use"  The first sentence "On-farm economic diversification will be encouraged as a means of contributing to the economy of the Agricultural Area." is deleted and replaced with "On-farm diversified uses will be strongly encouraged in order to provide farmers greater opportunity to obtain additional sources of income and to promote entrepreneurship, innovation, and business incubation."  Policy a) wording is deleted and replaced as follows:  "the activity is limited in area and secondary to the main farm operation or residence;"  Policy d) wording is revised as follows:  Delete "etc." and add "separations from sensitive uses, and other appropriate restrictions" after the word "outside storage".  Policy e) wording is deleted and replaced with:  "as a minimum, site plan approval and site plan agreements will be required  where the general public may be permitted on site;"  Policy f) is revised as follows:  Replace "secondary uses" with "on-farm diversified uses"  The following policies are added after policy 1A.9 f):</p>

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		<p>g) in rural areas, greater separation and the ability to provide buffers generally exist and certain home occupations that would not be appropriate in residential areas may be permitted;</p> <p>h) uses that have more substantial objectionable features may be restricted where adequate separation and/or buffering requirements cannot be met from sensitive uses.</p> <p>i) uses that have highly objectionable features by reason of noise, smoke, dust, fumes or other emissions, the hours of operation, outdoor activities or storage of equipment or materials or have potential to lead to serious site contamination will not be permitted as home industries.</p> <p>j) the rural character and the long-term agricultural viability of the site and area is protected;</p> <p>k) the use will be compatible with and not hinder surrounding agricultural operations;</p> <p>l) Adaptive re-use of surplus farm facilities on existing farms for on-farm diversified uses, and agri-tourism uses at a scale that is appropriate to the farm operation will be encouraged to conserve built heritage resources and cultural heritage landscapes that would otherwise disappear as a result of no longer being required for farm purposes.</p>
22.	<b>1A.10</b>	<p>Existing policy c) wording is deleted and replaced with “the use is not located in a specialty crop area. Otherwise, the use is to be located on the least productive agricultural land, where possible;”</p> <p>Policy f) wording is revised to add “specifically permitting the agriculture-related use” after the word “obtained”</p> <p>Policy g) wording is revised by deleting “agriculture activities” and replacing it with “agricultural operations”</p> <p>Policy h) wording is revised by deleting “affect environmental features” and replacing with “impact the Natural Heritage System”.</p> <p>The paragraph starting with “Severance for agricultural-related commercial and industrial uses” is renumbered as new policy 1A.10 k) and revised as follows:</p>

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		<ul style="list-style-type: none"> <li>○ “is discouraged but may only be permitted” is added after “industrial uses” in the first sentence.</li> <li>○ “may be considered” is deleted in the first sentence.</li> <li>○ ”40” is deleted and replaced with “38” in the first sentence.</li> <li>○ Add “The new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services.” as the last sentence</li> </ul> <p>The following policies are added after policy 1A.10 k):</p> <ul style="list-style-type: none"> <li>i. the nature of the use complies with any limits specified in this Plan, particularly respecting the types of uses that shall qualify as agriculture-related uses;</li> <li>ii. a minimum of land is removed from agricultural crop production;</li> <li>iii. the use would maintain the agricultural character of the area;</li> <li>iv. Adaptive re-use of surplus farm facilities on existing farms for agricultural related uses will be encouraged to conserve built heritage resources and cultural heritage landscapes that would otherwise disappear as a result of no longer being required for farm purposes.</li> </ul>
23.	<b>1A.10 j)</b>	<p>The policy is edited as follows:</p> <p>“will” is changed to “may”</p>
24.	<b>1A.11</b>	<p>Policy 1A.11 d), Policy 1A.11 e), and the second last paragraph of Policy 1A.11 starting with “In very limited circumstances...” are deleted and replaced with new Policies 1A.11 d), e) and f) as follows:</p> <p>1A.11 d) The creation of an additional dwelling unit within single detached dwellings or accessory farm buildings shall be subject to the following requirements:</p> <ul style="list-style-type: none"> <li>i. The lot size and configuration are sufficient to accommodate adequate parking and open spaces;</li> <li>ii. The building age and condition are capable of supporting the intensified use and the building code requirements as well as health and safety requirements, can be satisfied;</li> </ul>



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		<ul style="list-style-type: none"> <li>iii. Additional dwelling units shall be permitted in compliance with all relevant Zoning By-law provisions;</li> <li>iv. Additional dwelling units, while permitted in basements, are not to be permitted in the cellar area of a dwelling;</li> <li>v. The availability and adequacy of municipal services to accommodate the increased density;</li> <li>vi. There is sustainable private sewage disposal and water available for the additional dwelling unit.</li> </ul> <p>1A.11 e) Where a habitable dwelling existed prior to the adoption of this Plan, a consent to sever a lot containing the dwelling may be granted if that residence becomes surplus to a farming operation as a result of a farm consolidation provided that:</p> <ul style="list-style-type: none"> <li>i. The zoning prohibits in perpetuity any new residential use on the retained parcel of farmland created by the severance, and that the zoning ensures the parcel will continue to be used for agricultural purposes;</li> <li>ii. The size of any new lot does not exceed an area of 0.4 hectares (1 acre) except to the extent of any additional area deemed necessary by the appropriate authority to support a well and private sewage disposal system;</li> <li>iii. The farms are both located within the Municipality;</li> <li>iv. The new lot is located to minimize the impact on the remaining farm operation; and</li> <li>v. The new lot complies with the MDS Formula.</li> </ul> <p>1A.11 f) The following process shall be required for a surplus farm dwelling outlined in 1.11 e):</p> <ul style="list-style-type: none"> <li>i. The rezoning application for the proposed surplus farm dwelling and the rezoning application for the retained lands shall be approved by Council;</li> <li>ii. No application for consent for the surplus farm dwelling will be accepted nor will a decision be made on the consent application until Council</li> </ul>

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		has approved the rezoning as identified in Clause i).
25.	<b>1A.11</b>	The last paragraph of Policy 1A.11 is renumber to Policy 1A.11 g)
26.	<b>1A.12</b>	The heading is renamed to “lot adjustments” The first paragraph is deleted
27.	<b>1A.15</b>	The phrase “major woodlots” is replaced with “significant woodlands” in the first sentence. The phrase “most current” is added in the second paragraph second sentence, after “in accordance with” The following sentence is added: “In accordance with the natural heritage policies of this Plan, new development in significant woodlands will generally not be allowed.”
28.	<b>1A.17</b>	The policy is revised as follows: To policy 1A.17 a), after “right-of-way” add “or easements” To policy 1A.17 b), after “lots” add “provided it does not result in the creation of an undersized farm parcel” To policy 1A.17 d), after “adjustments” add “having regard to County Official Plan Section. 4.2.2 and including but not limited to minor boundary adjustments to increase the size of a non-farm lot where necessary to accommodate private services;” The following policies are added after policy d): e) for infrastructure in compliance with the policies of this Plan; f) to create farm parcels that, in order to discourage the unwarranted fragmentation of farmland, are not less than 38 hectares in the Municipality. A different minimum farm parcel size may be considered through an amendment to this Plan and the County Official Plan provided that a study is carried out by the proponent with the guidance and assistance of the Province, to demonstrate that the different farm parcel size is appropriate for the type of agricultural uses common in the local area yet is sufficiently large enough to maintain flexibility for future changes in the type or size of agricultural operations. g) to sever a surplus farm dwelling in accordance with the policies of this Plan.
29.	<b>1A.18</b>	Policy 1A.18 is deleted.

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30.	1A.18	<p>The following policy is added:</p> <p>Agri-tourism uses mean farm-related tourism and commercial uses associated with and sited on a functioning farm operation or associated with a value-Add business and conforming with Section 6.1.8 of the County Official Plan. The Zoning By-law shall be updated to implement these uses.</p> <p>a) These uses may include farm markets, restaurants related to a winery, limited bed and breakfast, on-farm tours, roadside produce stands, pick your own facilities, farm mazes, agriculture related special event facilities, agriculture education and research facilities, and uses and practices necessary to support the day-to-day farm operation.</p> <p>b) Agri-tourism uses shall only be permitted subject to the following:</p> <ol style="list-style-type: none"> <li>i. are to be secondary and subordinate to the principal farm operation and activities on the property;</li> <li>ii. the size of such uses are to be small in scale, and limited and appropriate to the site, surrounding area and the scale of the farm operation;</li> <li>iii. agri-tourism uses, with the exception of short-term vacation rentals, shall be subject to site plan control where greater than 93 square metres in gross floor area.</li> <li>iv. the display and retail sales of off-farm products shall be permitted, provided that the display and retail sales area is no greater than one-third of total gross floor area devoted to commercial use of an agri-tourism use, to a maximum 93 square metres in size;</li> <li>v. short-term vacation rentals shall comply with the policies in of this Plan;</li> <li>vi. where adequately served by on-site services, including sustainable private services and parking; compatible with surrounding uses; does not cause or generate off-site negative impacts related to infrastructure, noise or traffic, and will not negatively impact the agricultural viability of the subject property, surrounding area, or natural areas, features or functions.</li> </ol>

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31.	<b>1A.19</b>	<p>The following policy is added:  Value Add businesses will be encouraged in the rural areas as a means of diversifying farm income and employment opportunities and increasing the value of produce leaving the farm. The policies applicable to other home occupations shall apply subject to the following:</p> <ul style="list-style-type: none"> <li>a) the business must be based primarily on the processing and/or marketing of commodities or by-products produced by the farming operation itself;</li> <li>b) retail sale of products produced on site shall be permitted;</li> <li>c) the business may be larger in scale than other home industries in terms of employees, floor area and intensity of activities. Limits shall be outlined in the Zoning By-law;</li> <li>d) the business may be visible as a separate component of the agricultural operation and a greater degree of nuisance features will be tolerated than with home occupations that are not directly tied to agricultural use;</li> <li>e) a zoning amendment to permit an established value-Add business to expand beyond the size limits in the zoning by-law or diversify its activities may be permitted, but severance of a value-Add business from the agricultural parcel is prohibited; and</li> <li>f) Council may require a site plan agreement as a condition of a building permit.</li> </ul>
32.	<b>1A.20</b>	<p>The following wording is added:  “Oil, (natural) gas, and salt extraction under agricultural lands shall be conducted so as to minimize disruption to agricultural uses, minimize the amount of land taken out of agricultural production, and prevent contamination of agricultural lands. Rehabilitation of exhausted or abandoned wells and oil fields must be compatible with the surrounding agricultural area and should be rehabilitated to appropriate standards for agricultural use unless specifically rehabilitated for another purpose.”</p>
33.	<b>1A.21</b>	<p>The following is added:  The Municipality will promote initiatives to support rural population growth, especially the number of farm families. Supportable methods include, but are not limited to the promotion of:</p> <ul style="list-style-type: none"> <li>a) value-Add, on-farm diversified uses and other practices that increase the profitability of agricultural operations,</li> </ul>

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		b) new livestock facilities and other forms of agriculture that require fewer acres per farm operation, and c) greenhouses, nurseries and other forms of agriculture that have potential to support multiple families/employees on a relatively small number of acres. d) forms of agriculture that provides more employment on a per acre basis; e) identification and exploitation of non-traditional, non-local, and niche markets; f) on-farm and local processing and/or retail of agricultural products and by products; g) promotion of unique local foods; h) stronger linkages between local food producers and major local food distributors and consumers within settlements, including restaurants; i) agri-tourism; and, j) on-farm economic diversification.
34.	<b>1B</b>	Policy Section 1B is deleted.
35.	<b>2.1.1 &amp; 2.1.2</b>	Current policy 2.1.1 is moved to 2.1.2 d) and modified as per Amendment #43 below and;  New Policy 2.1.1: “For the purposes of policy 2.1.2 below, residential density shall exclude any lands determined to be undevelopable due to natural hazards (e.g. Floodplain and steep slopes) but should include planned roads (public and private) and developable open space and amenity areas (common and private).”
36.	<b>2.1.1</b>	The phrase “20 units per hectare (8 units per residential acre)” is deleted and replaced with “25 units per net residential hectare”.
37.	<b>2.1.2 a)</b>	The phrase “maximum density of 35 units per residential hectare (14 units per residential acre);” is deleted and replaced with “maximum net density of 38 units per residential hectare”
38.	<b>2.1.2 b)</b>	The phrase “maximum density of 100 units per residential hectare (40 units per residential acre);” is deleted and replaced with “maximum net density of 100 units per residential hectare”
39.	<b>2.1.3</b>	The following is added to the permitted uses: “Convenience commercial uses”
40.	<b>2.2.1 c)</b>	The following words are deleted: “permitting second units in existing detached dwellings, encouraging”

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		The following sentence is added: “It is a goal of this Plan that 20% of the new housing units provided in the Municipality be provided through intensification and redevelopment.”
41.	<b>2.2.2</b>	This policy is deleted.
42.	<b>2.2.3</b>	The following first sentence is deleted: “Infilling in Residential Areas will be undertaken by means of planned subdivision development, or where a plan of subdivision is not required, by severance of lands to make the most efficient use of municipal services”. It is replaced with: “Intensification, including infill development and redevelopment, in Residential Areas may be undertaken either by means of a plan of subdivision, plan of condominium, or where neither subdivision nor condominium is appropriate, by consent, provided the means selected is intended to make the most efficient use of municipal services. Such development may also be subject to site plan control”.
43.	<b>2.2.4</b>	The existing wording is deleted and replaced with: “The design of new roads in new subdivisions and/or areas subject to plans of condominium and/or severances will be carried out so as to permit development of landlocked parcels in existing developed areas wherever possible. Access roads to such parcels or condominium units may be dedicated as public roads but may also be considered as private roads where such roads are owned by a condominium corporation(s)”.
44.	<b>2.2.5</b>	The phrase “low income, medium income and upper tier income” is deleted and replaced with “affordable housing and housing for persons with special needs”
45.	<b>2.2.6</b>	The existing text is deleted and replaced with the following sentence: “Senior-focused developments are encouraged to locate in communities in the Municipality with amenities, such as groceries, open spaces and location nearest to larger urban centres with shopping and health facilities”
46.	<b>2.2.8</b>	The existing wording after “The Municipality will” is deleted and replaced with: “maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned to facilitate residential intensification and

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		redevelopment, and land in draft approved and registered plans.”
47.	<b>2.2.8</b>	The following sentence is added to policy 2.2.8: “An adequate supply of housing will be ensured by maintaining the ability to accommodate residential growth for a minimum of 15 years through intensification and redevelopment, and if necessary, lands designated for residential development”
48.	<b>2.2.10</b>	The existing wording is deleted and replaced with: “Residential development may be phased, but final approvals shall be subject to the availability of servicing capacity and required infrastructure”.
49.	<b>2.2.13 c)</b>	The following sentences are added after the existing wording: “The Municipality will consider ways in which to encourage affordable housing through the utilization of existing housing stock and intensification of existing residential areas. Owners of surplus housing stock, including farm houses, will be encouraged to consider the potential for conversion to affordable housing rather than demolition.”
50.	<b>2.2.13 e)</b>	The following is added as policy 2.2.13 e): “encouraging and supporting partnerships in the provision of affordable and supportive housing needs in locations which are appropriate to the community and surrounding services. Preference shall be for locations and communities that are accessible to municipal goods and services, healthy food, commercial areas, employment, medical and health facilities, recreation, transit, and trails and non-motorized transportation. Locations within mixed use developments are encouraged. Affordable housing units shall take into consideration accessibility needs.”
51.	<b>2.2.13</b>	The following is added as policy 2.2.13 f): “integrating affordable housing within the existing community fabric and not segregated or concentrating with other affordable housing. Affordable housing shall be integrated in such a way as to minimize disruption and protect the physical character and vitality of established neighbourhoods.”
52.	<b>2.2.13.1</b>	The following is added: “The Municipality will have regard for the most current County Housing and Homelessness Plan, when setting targets for affordable housing units.
53.	<b>2.2.14</b>	The first sentence is deleted and replaced with the following sentence:

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		“This Plan will accommodate a mix of housing types, densities, design and tenure, including affordable housing to meet projected demographic and market requirements of future and current residents.”
54.	<b>2.2.15</b>	The following is added as policy 2.2.15 g): “Densities greater than 40 units/net hectare may be considered where the intended tenure is rental, there is proximity to public open space and the density is compatible with surrounding land uses. In such cases, the requirements for high density developments shall also be taken into consideration.”
55.	<b>2.2.15</b>	The following is added as policy 2.2.15 h): “The development shall be subject to Site Plan Control, or other relevant land use and design review processes enacted by Council (e.g. Community Planning Permit System).”
56.	<b>2.2.17</b>	The first paragraph is deleted and replaced with the following: a) “Group homes shall be permitted in any residential area. The types of group homes which are permitted include: i. Approved homes; ii. Homes for special care; iii. Supportive housing programs; iv. Accommodation for youth and adult mental health programs; v. Accommodation services for individuals with a developmental disability; vi. Satellite residences for seniors; and, vii. Homes for individuals who have physical disabilities.” The last paragraph is deleted
57.	<b>2.2.18</b>	The wording under “general” is revised as follows: “infilling” is deleted and replaced with “intensification.” The wording under “criteria” is revised as follows: For the first bullet, Delete the word “disrupt” and replace with “Compatible with” Delete the entire second bullet and replace with, “Establish a compatible and complementary design with the existing and planned community.”
58.	<b>2.2.18</b>	The following is added as a new paragraph: <b>location</b> Residential intensification, including proposals that would result in the creation of affordable housing, will be located to



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		have access to community services and facilities including public transit facilities where available, and should be in proximity to commercial main streets and cultural nodes when possible.
59.	<b>2.2.20</b>	<p>The following policy is added:</p> <p><b>Accessory Buildings</b></p> <p>a) Appropriate use of accessory buildings in residential areas include storing tools, equipment and materials used in the maintenance of the house and property, activities associated with property maintenance, and storing personal vehicles, recreational items and household items. Hobby activities and limited home industries are also appropriate where the scale and nature of the activities have no objectionable features and are not overly intense for a residential area.</p> <p>b) Buildings of form or size which could lend themselves to overly intensive or inappropriate uses with future or present owners or that go beyond what is needed for conventional residential accessory uses shall be avoided.</p> <p>Buildings of a size or height that is potentially out of scale or character with a residential area will be avoided. Where an over-sized building is determined appropriate, increased side and rear yard setbacks may be required. Over-shadowing neighbouring properties will be avoided.</p>
60.	<b>2.2.21</b>	<p>The following is added:</p> <p><b>Applications for plan of condominium</b></p> <p>Where low density development is proposed by plan of condominium with a private road system, increases in density may be considered. In general, densities up to 25 units per net hectare (excluding major parks) may be permitted for low density residential developments. Variations from this density will be permitted/required relative to the density policies applicable for the area within which the development is proposed.</p> <p>Condominium developments will not be permitted where they would disrupt existing or future street patterns, prevent future extensions of urban areas or create inaccessible areas within communities.</p>
61.	<b>2.2.22</b>	<p>The following is added:</p> <p><b>Additional Dwelling Units</b></p>

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		<p>a) Notwithstanding any other policy in this Plan, the use of 'additional units' is authorized in accordance with the <i>Planning Act</i> and its associated regulations, by permitting the following:</p> <ul style="list-style-type: none"> <li>i. the use of two residential units in a detached house, semi-detached house or rowhouse; and</li> <li>ii. the use of a residential unit in a building or structure ancillary to a detached house, semi-detached house or rowhouse.</li> </ul> <p>For the purpose of calculating residential density and implementing the policies of this Plan, 'additional units' or the potential for 'additional units' shall not be included in maximum density calculations. However, these units may be considered when assessing servicing capacity associated with site development. As well, additional units approved for occupancy (per <i>Ontario Building Code</i>) may be used to demonstrate achievement of minimum densities when applicable, either for implementation of policies in this Plan or for use in an implementing zoning bylaw.</p> <p>b) The Municipality shall permit additional dwelling units in a residential area on a residential lot occupied by a single detached, semi-detached, or townhouse dwelling, and an additional dwelling unit in an accessory building. Additional dwelling units shall be limited in scale and secondary to the main dwelling. In location, layout and character, additional dwelling units must not conflict with the physical character of the neighbourhood and must not negatively impact adjoining properties</p> <p>c) An additional dwelling may not be permitted as accessory to a main dwelling unit in certain situations. These may include units within a plan of condominium, and lots where a dwelling is only permitted as accessory to another use. Within rural areas new additional dwelling units shall be located within the farm building cluster and shall be required to meet reasonable use guidelines regarding sewage disposal. Additional dwelling units may be prohibited within areas with sewage capacity constraints.</p>

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		d) Preference shall be for additional dwelling units to be within or attached to the main dwelling and convertible to use as part of the main dwelling. Additional dwelling units in detached accessory buildings may be subject to greater lot line setbacks than normally applied to detached accessory buildings. The permitted size shall be less than second units contained within or attached to a main dwelling. Additional dwelling units in detached accessory buildings do not, in themselves, provide justification for larger accessory building sizes, numbers or coverage than otherwise allowed on a residential lot.
62.	<b>2.2.23</b>	<p>The following new policy is added:</p> <p>The Municipality will consider the demographics and projected demographics of the local population as part of any application to designate, zone, or subdivide lands for residential purposes.</p>
63.	<b>2.2.24</b>	<p>Existing Policy 2.2.20 is moved to 2.2.24 as follows:</p> <p><b>Special Residential Policy Area</b></p> <p>1) Prior to any application for subdivision or consent to create new lots on the lands subject to Official Plan Amendment #5, the applicant must provide, as part of any application the following additional information:</p> <p>a) A report, prepared by the appropriate and qualified professional, showing that the development of residential on the subject lands can meet the appropriate Provincial spacing for sensitive uses (also known as the "D6 guidelines"). If this report notes that spacing cannot be achieved, the report is to provide mitigation methods which must form part of any conditions of approval of a subdivision or consent. These mitigation methods may include, but not be limited too buffering and or fencing.</p> <p>b) A report, showing that all requirements of Minimum Distance Separation regulations can be achieved. If this report notes that MDS cannot be achieved, a subdivision or consent may include a condition requiring appropriate variances be obtained prior to final approval.</p>
64.	<b>2.3.2.4</b>	The word "equipment," is added after the words "No outdoor storage of"
65.	<b>2.3.2.7</b>	<p>The following sentences are revised as follows:</p> <ul style="list-style-type: none"> <li>• The word "or" is deleted before the words "metal fabrication."</li> </ul>

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		<ul style="list-style-type: none"> <li>• The words “or that has considerable potential to cause significant site contamination” are added after the words “metal fabrication”.</li> </ul> <p>The words “in a residential area.” are added after “home occupation”.</p>
66.	2.3.3	<p>The heading is changed to: “Short-Term Vacation Rentals” and the current “Bed and Breakfast” policies are deleted.</p> <p>The following wording is added:</p> <p>The Municipality may establish, through the Comprehensive Zoning By-law and/or a municipal licensing framework, appropriate provisions related to the nature, scale, and density of Short-Term Vacation Rentals that are compatible with surrounding land uses, to ensure these uses remain appropriately integrated in the Municipality’s residential areas, providing for the continued availability of suitable short-term accommodations in the community.</p> <p>Short-Term Vacation Rentals (STVRs) recognized by this Plan include Bed and Breakfast Establishments, owner-occupied partial dwelling or dwelling unit rentals (i.e. a principal residence), and entire-dwelling or dwelling unit rentals (i.e. not a principal residence). STVRs may be permitted in commercial areas but should generally be subject to the same land use policies as those permitted in residential areas and shall be subject to the same licensing requirements.</p> <p><b>Goals and Objectives for Short-Term Vacation Rentals:</b></p> <p>The Municipality’s goals and objectives related to Short-Term Vacation Rentals (STVRs) are as follows:</p> <ol style="list-style-type: none"> <li>1. STVRs shall generally respect and be compatible with the residential character, amenity, and quality of residential neighbourhoods. This may be achieved through establishing densities for STVRs, mitigation measures to adjacent residential properties, and municipal regulations intended to ensure the orderly management of STVRs;</li> <li>2. All roads used to access lots with an STVR shall be of sound construction and conform to the Municipality’s Road design standards;</li> <li>3. Guests shall be provided with accommodations conforming to current health and life safety standards;</li> </ol>

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		<p>4. Facilities will be operated and maintained in acceptable conditions as detailed in the Municipality's relevant By-laws; and</p> <p>5. Operators of STVRs shall acknowledge their responsibilities in complying with the Municipality's by-laws and licensing provisions.</p> <p>Policies:</p> <p>a) The Municipality may, on an area-specific or case-by-case basis, prohibit STVRs in areas that are not considered to be consistent with this Plan;</p> <p>b) Any short-term rental not operated by residents permanently residing in the dwelling may only be licensed for such use if the use is permitted by the comprehensive zoning bylaw or is a legal non-conforming use;</p> <p>c) Guest rooms shall only be available for temporary, short-term accommodation to the general public;</p> <p>d) Subject to any other requirements of the zoning or licensing by-law, STVRs shall generally not contain more than three (3) guest rooms. STVRs with four or more guest rooms may be permitted without amendment to this Plan but shall require a site-specific Zoning By-law amendment;</p> <p>e) Any proposed external or internal alterations of a home utilized as an STVR that requires a planning application, including but not limited to a minor variance, such alteration(s) shall ensure that the physical character of the building is consistent with the physical character of the surrounding neighbourhood;</p> <p>f) The site area of all STVRs shall be sufficient to provide for off-street parking (i.e. on-site parking) and buffering from abutting residential uses;</p> <p>g) Special provisions applicable to Bed and Breakfast Establishments include:</p> <ul style="list-style-type: none"> <li>i. Separate kitchen or dining areas for guests may be provided. Establishment of a restaurant catering to persons other than guests shall not be permitted;</li> <li>ii. Only persons permanently residing in the dwelling shall operate a Bed and Breakfast Establishment; and</li> </ul>

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		<p>iii. Construction or conversion of buildings accessory to the home to accommodate guests shall not be permitted.</p> <p>h) Prior to approving any STVR use with more than three guest rooms for a site, and as part of the assessment of the suitability of the proposal, consideration by Council shall include the following:</p> <ul style="list-style-type: none"> <li>i. All licenced and approved STVRs shall be subject to a municipally approved STVR Code of Conduct;</li> <li>ii. Any STVRs with more than three guest rooms shall be defined in the zoning bylaw and subject to site plan control to ensure: <ul style="list-style-type: none"> <li>a) Sufficient on-site parking is available;</li> <li>b) Occupancy Loads of the dwelling are not exceeded;</li> <li>c) Appropriate water and wastewater services are provided to the dwelling;</li> <li>d) Operational fire and safety plans are approved by qualified municipal Inspectors;</li> <li>e) Appropriate on-site signage is provided;</li> <li>f) Appropriate site landscaping and buffering is provided to mitigate potential impacts on neighbouring properties;</li> <li>g) Suitable privacy fences and/or screening is provided to further buffer and mitigate any potential impacts of the proposal on abutting and other nearby properties;</li> <li>h) Suitable on-site amenity area is provided for guests and residents;</li> <li>i) A development agreement is registered on title to ensure there are appropriate controls in place to ensure the site remains in good condition while operating as a short-term vacation rental; and</li> <li>j) Establish that a Property Manager shall be on call 24/7 to address noise complaints, property maintenance, and any other nuisance related complaints arising through the use of residential properties for this purpose.</li> </ul> </li> </ul>

Item No.	Policy Number	Details of the Amendment
		<p>i) As part of a submission in support of a site-specific zoning amendment for STVRs with more than three guest rooms, a proponent shall be required to:</p> <ul style="list-style-type: none"> <li>i. Provide a planning justification report prepared by a qualified professional land use planner to be submitted with the rezoning application and provided to and reviewed by the Municipality's Planners. This report shall provide an assessment of how the proposed use may impact the use and enjoyment of neighbouring properties, and how any negative impacts will be mitigated, including a proposal for ongoing management of the property, for property standards, noise, and any other potential nuisances that may be associated with short term vacation rentals. Such on-site management proposals may later be addressed in specific detail in the site plan development agreement; and</li> <li>ii. Demonstrate availability and suitability of on-site and nearby public amenities and services for residents and guests.</li> <li>iii. "Additional dwelling units" (per <i>Planning Act</i>) approved for the site shall not be used for any form of temporary accommodation (i.e. additional units shall only be provided for permanent, long term housing supply); and</li> </ul> <p>j) STVRs shall generally be encouraged to locate in proximity to established commercial areas, tourist areas or local attractions".</p>
67.	<b>3.1</b>	The word "Central" is deleted from Central Commercial Area; and any reference to "Central Commercial" Area is deleted from Section 3.1.
68.	<b>3.1.1</b>	The following wording "various public buildings such as the local library, the post office and the municipal offices will also be encouraged." is deleted and replaced with "the highest concentration of and the greatest mix of uses including residential, institutional, retail, office and community services appropriate to the size of the community will be permitted."
69.	<b>3.1.1</b>	The policy for "6505 James Street" is deleted
70.	<b>3.1.3</b>	The following text is added at the end of the Section:

Item No.	Policy Number	Details of the Amendment
		On-site parking is required for residential uses. This policy should not be interpreted to require an Official Plan Amendment where there is a change of use to a property designated under Part IV of the Ontario Heritage Act or to a character defining property designated under Part V of the Ontario Heritage Act not resulting in exterior alterations. Relief with respect to parking may be required through a Planning Application.
71.	<b>3.1.6</b>	<p>The word “form” is deleted wherever it appears in this policy and replaced with the word “built form”.</p> <p>The wording “and may take the form of a shopping centre.” is deleted.</p> <p>The sentence “The preferred form of development within the Commercial Area is for retail and office uses at grade with residential uses locating on upper floors of buildings and/or behind the front portion of buildings, where appropriate.” is added</p>
72.	<b>3.1.7</b>	<p>The following is added:</p> <p>Proposals for development of new or peripheral shopping areas will demonstrate that the viability of existing mainstreets and commercial areas will not be threatened. Existing mainstreets and commercial areas should be given first priority for development or redevelopment for commercial purposes.</p>
73.	<b>3.1.8</b>	<p>The following policies are added:</p> <ul style="list-style-type: none"> <li>a) The Municipality encourages the development of its mainstreets and commercial areas in a way that fosters activities associated with a creative economy and strengthens these areas as cultural nodes;</li> <li>b) Where feasible and the opportunity exists, mainstreets and commercial areas will be connected to natural heritage systems;</li> <li>c) The Municipality will promote activities and events in the areas around mainstreets and commercial areas in a manner that does not detract from the viability of these areas;</li> <li>d) Wherever feasible, heritage buildings and structures will be conserved, and any new development will complement the cultural heritage landscape of the mainstreet or commercial area;</li> </ul>



Item No.	Policy Number	Details of the Amendment
		<p>e) The Municipality encourages tourism and leisure related activities to be located on mainstreets and commercial areas</p> <p>f) The Municipality encourages the renovation of second and third floor spaces in older commercial buildings for such uses as apartments, studios, and professional offices; and,</p> <p>g) The revitalization strategies must conform with Section 6.6 of the County Plan.</p> <p>Highway commercial uses should be directed to commercial areas on Nauvoo Road, including but not limited to automobile service stations, drive-thru restaurants, equipment sales and service establishments, and building and contractor supply stores.</p>
74.	<b>3.1.9</b>	<p>The following policy is added: All new development within Commercial Areas shall be subject to Site Plan Control. In addition, the implementing Zoning By-law shall contain provisions relating to building siting, location and massing to implement the urban design policies of this Official Plan.</p>
75.	<b>3.2</b>	<p>“Highway Commercial Area” policies are deleted from the Plan. Policy 3.3 (Site Design Policies) is renumber to Policy 3.2.</p>
76.	<b>3.2.2 a)</b>	<p>The sentence “Individual access points will be limited in number and designed to minimize any danger to vehicular and pedestrian traffic.” is deleted and replaced with the following: “Access points will be limited in number and designed to enable segregation, and the safe movement of pedestrians and vehicles.”</p> <p>The following sentence is deleted: “Continuous access will be discouraged in favour of a curb and designated ingress and egress points.”</p>
77.	<b>3.2.3</b>	<p>The following is added as policy 3.2.3 d): “Siting, scale and massing of buildings are such that it respects the adjacent land uses, provides for a safer pedestrian environment, and enhances the existing physical character.</p>
78.	<b>4.1</b>	<p>The term “Light Industrial Areas” is deleted and replaced with “Industrial Areas” whenever it appears in the Plan, including the heading.</p>
79.	<b>4.1.1</b>	<p>The policy is revised as follows:</p>

Item No.	Policy Number	Details of the Amendment
		<ul style="list-style-type: none"> <li>• “construction, truck terminals, bio-solids storage” is added after “general manufacturing,”</li> <li>• “Agri-businesses, food processing, sustainable energy and advanced manufacturing uses will also be permitted.” is added.</li> </ul> <p>“Office development associated with these uses is permitted.” is added.</p>
80.	<b>4.1.3</b>	The policy title is revised to “Accessory and Complementary Uses”
81.	<b>4.1.6</b>	<p>The following wording is added to the existing policy:  The Municipality will ensure that the physical needs of businesses are addressed, which includes ensuring that:</p> <ul style="list-style-type: none"> <li>a) a diversity of zoned and serviced sites is available to support a range of industrial activities; and</li> <li>b) sites are well designed and have a high level of available amenities, including access to major transportation routes that are attractive to new investors.</li> </ul>
82.	<b>4.1.8</b>	<ul style="list-style-type: none"> <li>• Renumber the existing policy as b)</li> <li>• Add the following as policy a):</li> </ul> <p>New residential uses are prohibited. New sensitive land uses that are not ancillary to employment uses are prohibited.</p>
83.	<b>4.1.9</b>	<p>The following policy is added:  The Municipality may permit the conversion of lands within an Industrial designation to another type of land use only through a municipal comprehensive review, as stipulated in Part E of this Plan and the County Official Plan, that reflects County of Lambton’s employment growth projections, allocations and intensification and density targets by the County Plan where it has been demonstrated that:</p> <ul style="list-style-type: none"> <li>a) There is a need for the conversion;</li> <li>b) The conversion will not adversely affect the overall viability of the Municipality’s Industrial Areas and the achievement of the intensification target, density targets and other Policies of this Plan;</li> <li>c) There is existing, or planned, infrastructure in place to accommodate the proposed use;</li> <li>d) The lands are not required, over the long term, for employment or industrial purposes for which they are designated; and,</li> </ul>

Item No.	Policy Number	Details of the Amendment
		e) Major retail uses are considered to be non-employment uses and are not permitted in Industrial Areas.
84.	<b>4.1.10</b>	The following policy is added: Lands designated Employment Area shall not be redesignated or rezoned to any other non-employment land use, except through a Municipal Comprehensive Review in accordance with the policies of Section 14 Official Plan Review and Amendments of this Plan.
85.	<b>4.1.11</b>	The following policy is added: In circumstances where an industrial use cannot be accommodated in the designated Industrial areas due to parcel size or separation requirements, any such industry may locate outside of a Settlement Area, by amendment to the County and Municipal Official Plans, provided that the following criteria are met: a) There is an identified need or demand for additional land to be designated to accommodate the proposed use; b) Alternative locations have been evaluated and i. there are no reasonable alternative locations available within a Settlement designation; ii. there are no reasonable alternative locations which avoid prime agricultural areas; and iii. there are no reasonable alternative locations with lower priority agricultural lands; c) The proposed location is not in a specialty crop area; d) The proposed location complies with the Minimum Distance Separation formulae; e) The proposed use is compatible with existing and anticipated future uses in the immediate area and any impacts on surrounding agricultural operations are mitigated to the extent feasible; f) The proposed use can be fully serviced with municipal water and can provide adequate sanitary sewage disposal and treatment g) The site is located in proximity to a major transportation corridor; h) The site should preferably be contiguous to existing industrial lands; and i) The site is compatible with the Natural Heritage policies of this Plan.
86.	<b>4.1.12</b>	The following policy is added:

Item No.	Policy Number	Details of the Amendment
		New industrial uses which involve handling of toxic or other hazardous materials will not be permitted within susceptible areas to groundwater contamination as identified in Appendix Map A of the County Official Plan and Schedule A of this Plan.
87.	<b>4.2.3</b>	Policy 4.2.3 b) is revised as follows: After the word “lighting,” add “noise, vibration, dust/debris, odour and other contaminants”
88.	<b>5.3 a)</b>	The wording “designed in a manner that will minimize the danger to vehicular and pedestrian traffic” is deleted and replaced with the following: designed to enable segregation, and the safe movement of pedestrians and vehicles. The following sentence is deleted: Continuous open access to a road will be discouraged.
89.	<b>5.3 b)</b>	This policy is deleted
90.	<b>5.3 c)</b>	The policy is revised as follows: <ul style="list-style-type: none"> <li>• In the last sentence, after the word “commercial”, “and/or industrial” is added.</li> <li>• The following is added as a new sentence: “New development shall generally conform to the urban design policies in Part D Section 3 of this Plan.”</li> </ul>
91.	<b>6.1</b>	The following is added: Institutional uses will include any recognized public, non-profit or charitable organization, elementary and secondary schools, community facilities, places of worship, daycare centres, nursing homes, libraries, and offices and cemeteries. Certain uses operated for profit such as nursing homes or day nurseries may also be considered as institutional uses provided Council is satisfied that the use is compatible with surrounding uses.
92.	<b>6.2 a)</b>	The existing wording is deleted and replaced with the following: New Institutional uses should generally be located in Residential Areas, subject to a Zoning By-law Amendment, to consider the following criteria: <ol style="list-style-type: none"> <li>a) The use can easily be accessed by pedestrians;</li> <li>b) The use is located on a site that has adequate land area to incorporate required parking, waste management facilities, landscaping and buffering on-site; and</li> </ol>

Item No.	Policy Number	Details of the Amendment
		<p>c) The scale, massing and siting of the development is compatible and consistent with development on adjoining lands.</p> <p>New Institutional uses may be considered in other designations where the scale and/or nature of proposed institutional uses warrants.</p>
93.	<b>6.2</b>	<p>The following is added as policy 6.2 e):</p> <p>The development of institutional uses shall conform to the urban design policies of this Plan.</p>
94.	<b>6.2</b>	<p>The following is added as policy 6.2 f):</p> <p>New institutional uses shall be subject to site plan control in accordance with the policies of this Plan. The site plan agreement may, among other things, ensure that adequate buffering is provided where an institutional use adjoins a residential use.</p>
95.	<b>6.2</b>	<p>The following is added as policy 6.2 g):</p> <p>New development should have access to a public road capable of accommodating any increase in traffic flow that may result. Access points should be limited in number and designed to enhance pedestrian safety and safe vehicular movement.</p>
96.	<b>7.1.3 a)</b>	<p>Bullet A is replaced with the following:</p> <p>As a condition of residential development or redevelopment conveyance of land to the Municipality for park purposes will be required at a rate of 5 per cent of the land proposed for development or 1 hectare per 600 dwelling units or cash-in-lieu provisions to a maximum of 10 per cent of the land or the value of the land if the developable land is five hectares or less in area or 15 per cent of the land (or the value of the land if the developable land is greater than five hectares in area)</p>
97.	<b>7.1.6</b>	<p>The following sentence is deleted:</p> <p>“or through the use of Bonusing as described in the implementation policies of this Plan.”</p>
98.	<b>7.1.10</b>	<p>The following is added:</p> <p>The use of land designated Open Space Areas shall include active and passive recreational uses, recreational and community facilities, conservation uses, nature trails, marinas, cemeteries and wildlife management. Small scale commercial uses, which are ancillary to and support the permitted Parks and Open Space designation, may also be permitted.</p>

Item No.	Policy Number	Details of the Amendment
99.	7.1.11	<p>The following is added:</p> <p>The following additional uses, including any ancillary buildings or structures, are permitted in the Open Space Areas designation:</p> <ul style="list-style-type: none"> <li>a) Golf courses including driving ranges and putting greens;</li> <li>b) Private Parks;</li> <li>c) Public campgrounds;</li> <li>d) Cemeteries;</li> <li>e) Crematoria shall only be permitted with cemeteries outside of settlement areas</li> <li>f) Non-commercial gardening including nurseries;</li> <li>g) Botanical gardens;</li> <li>h) Zoological parks;</li> <li>i) Swimming pools, skating rinks and ponds;</li> <li>j) Public trail bike racing courses;</li> </ul> <p>Ancillary retail commercial uses and parking facilities as long as such uses do not inhibit the operation of the primary use.</p>
100.	7.1.12	<p>The following is added:</p> <p>Where any land designated as Open Space Area is under private ownership, the Plan does not intend that this land will necessarily remain as Open Space Area indefinitely, nor will it be construed as implying that such land is free and open to the general public or that the land will be purchased by the Municipality or any other public agency.</p>
101.	7.1.13	<p>The following is added:</p> <p>Applications for the redesignation to another use for all or part of an existing Open Space Area, with the exception of golf courses, may be permitted by the Municipality after considering the following:</p> <ul style="list-style-type: none"> <li>a) The existence of any significant or unique natural features and/or environmentally sensitive areas or cultural heritage landscapes;</li> <li>b) The proposed methods by which the above would be handled in a manner consistent with accepted engineering practice and environmental management methods;</li> <li>c) The costs and benefits in monetary, social and biological value in terms of any engineering works and resource management practices to be used;</li> <li>d) The concerns of the local Conservation Authority and/or the Province; and</li> </ul>

Item No.	Policy Number	Details of the Amendment
		The other policies of this Plan related to parks and open space.
102.	<b>7.1.14</b>	<p>The following is added:</p> <p>Proposals to redesignate a golf course for residential use shall only be considered as part of the County of Lambton and Municipality Municipal Comprehensive Review and shall meet the requirements of Part 5 of this Plan. Every such proposal to redesignate a golf course for residential use shall require an amendment to this Plan to implement the Municipal Comprehensive Review.</p>
103.	<b>7.1.15</b>	<p>The following is added:</p> <p>There is no public obligation to redesignate or to purchase any Open Space Areas.</p>
104.	<b>8</b>	<p>The existing wording is deleted and replaced with:</p> <p>The Municipality contains environmental features and sites that are valued for their physical beauty and ecological function. Many of these environmental features and sites are identified by the County Official Plan and this Plan as significant natural areas that combined with their functions, and the corridors that connect them, form a natural heritage system to be protected, restored, and where possible, improved.</p> <p>The Municipality's Natural Heritage System and associated policies are not intended to limit the ability of agricultural uses to continue.</p> <p>The Municipality also contains areas that are subject to natural hazards such as flooding and/or instability due to erosion and excessive slopes where development must be prohibited or restricted to protect against loss of life, damage to public and private property, and undue financial burdens for the Municipality, County, and Province.</p> <p>The Conservation Authority Regulation governs the extent of regulated areas, including around wetlands, watercourses or hazardous lands, where development or site alteration is prohibited subject to written approval from the Conservation Authority.</p> <p>Not all features or areas identified as part of the natural heritage system for the Municipality contain inherent hazards and not all natural hazard areas contain natural heritage features or areas, but they can be coincident. Where there is overlap between policies in this section of the Plan, all of the</p>

Item No.	Policy Number	Details of the Amendment
		applicable policies are to be addressed, with the more restrictive applying where there are conflicts.
105.	8.1	<p>The following policy is added before 8.1.1:</p> <p><b>Natural Heritage System</b></p> <p>The Municipality's Natural Heritage System is a combination of significant natural areas, their functions, and the corridors that connect them. The system includes.</p> <p>Group A features:</p> <ul style="list-style-type: none"> <li>• provincially significant wetlands</li> <li>• locally significant wetlands</li> <li>• habitat of endangered species and threatened species</li> <li>• fish habitat</li> </ul> <p>Group B features:</p> <ul style="list-style-type: none"> <li>• lands adjacent to Group A features and adjacent to certain Group B features as noted in these policies</li> <li>• significant woodlands</li> <li>• significant valleylands</li> <li>• significant wildlife habitat</li> <li>• provincially significant areas of natural and scientific interest (ANSIs)</li> <li>• regionally significant ANSIs</li> </ul> <p>Group C features:</p> <ul style="list-style-type: none"> <li>• lands adjacent to other Group B features</li> <li>• primary corridors, including core areas</li> <li>• linkage features</li> <li>• highly vulnerable aquifers</li> <li>• significant groundwater recharge areas</li> <li>• other surface water features</li> <li>• woodlots other than significant woodlands</li> <li>• other significant natural areas, including shrublands, meadows and prairies</li> </ul> <p>These features can overlap and the habitat of endangered species and threatened species, fish habitat, and wildlife habitat are functions associated with the habitat features of wetlands, woodlands, ANSIs, valleylands, and watershed systems.</p> <p>When considering new land use planning applications, the following shall apply:</p> <p>a) For Group A features, no development or site alteration is permitted, except that in the case of fish habitat and habitat</p>



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		<p>of endangered species or threatened species, development may be permitted in accordance with provincial and federal requirements, and infrastructure may also be permitted in some circumstances in accordance with applicable legislation and regulations;</p> <p>b) For Group B features, development may be permitted if it can be demonstrated through an Environmental Impact Study that no negative impacts on the features or their associated ecological functions will result;</p> <p>c) For Group C features, the policies of this Plan provide general controls on development with the aim of improving the overall health of the natural heritage system including the improvement of linkages within corridors.</p> <p>The features of the Municipality's Natural Heritage System are identified on Schedule B.</p> <p>The Natural Heritage System identified on Schedule B or otherwise identified by the policies of this Plan are to be considered as overlays to the designations on Schedule A. Despite the designation that lands may have in Schedule A of this Plan, development of lands will be generally directed away from the Natural Heritage System and/or subject to such evaluations or conditions as required by the policies of this Plan and the County Official Plan.</p> <p>Some natural heritage features are not identified on Schedule B that are otherwise identified by the policies of this Plan. These include natural heritage features that require further work to identify, constitute sensitive information that cannot be displayed, or are too small or numerous to be specifically identified on Schedule B.</p> <p>Note: Provincial review and approval will be required for any development within the habitat of endangered or threatened species.</p> <p>Natural Hazard Areas are areas susceptible to flooding and erosion and are generally located within the Regulation Limit of the Conservation Authority as identified on Appendix 1.</p>
106.	<b>8.1.1</b>	"Hazard and Environmental Protection Areas" is replaced with "the Natural Heritage System and Natural Hazard Areas"
107.	<b>8.1.2</b>	This policy is deleted.
108.	<b>8.1.3</b>	In the first sentence the words "Hazard and Environmental Protection Areas" are deleted and replaced with "the Natural Heritage System"

Item No.	Policy Number	Details of the Amendment
109.	<b>8.1.4</b>	<p>In the first sentence:</p> <ul style="list-style-type: none"> <li>• “Hazard and Environmental Protection Areas” is changed to “natural heritage features and areas”;</li> <li>• “a detailed assessment” is changed to “an Environmental Impact Study”</li> <li>• “and/or hazard” is deleted</li> <li>• The second sentence is deleted entirely</li> </ul> <p>In the third sentence “In the case of Significant Natural Areas and features,” is deleted.</p> <p>The final sentence is replaced with: The Municipality will consult with the local Conservation Authority and the Province.</p>
110.	<b>8.1.5</b>	<p>The existing policy is replaced with: The designation of land as part of the Natural Heritage System in this Plan does not imply:</p> <ol style="list-style-type: none"> <li>a) that those lands are available or open for public use; or</li> <li>b) that the Municipality or any other public agency intends to purchase those lands.</li> </ol>
111.	<b>8.1.6</b>	<p>In the first sentence the words “Hazard and Environmental Protection Areas” are deleted and replaced with “lands in the Natural Heritage System and Natural Hazard Areas”</p>
112.	<b>8.1.7</b>	<p>The existing policy wording is replaced with: The Natural Heritage System identified on Schedule B may coincide with hazardous lands, including areas subject to flooding or erosion, but it is not to be construed as delineating the boundaries of these hazards.</p>
113.	<b>8.1.8</b>	<p>The wording “a Hazard and Environmental Protection Area” is replaced with:</p> <ul style="list-style-type: none"> <li>• the Natural Heritage System and Natural Hazard Areas</li> </ul> <p>The word “may” is changed to “shall” and the word “necessarily” is deleted</p>
114.	<b>8.1.9</b>	<p>The existing policy wording is deleted and replaced with: Building setbacks shall be imposed in accordance with the Natural Heritage System policies of this plan, including buffer areas. Setbacks shall be set out in the implementing Zoning By-law.</p>
115.	<b>8.1.10</b>	<p>The wording “Hazard and Environmental Protection Areas” is deleted and replaced with “the Natural Heritage System”</p>
116.	<b>8.1.11</b>	<p>This policy is deleted.</p>
117.	<b>8.1.12</b>	<p>This policy is revised as follows:</p>

Item No.	Policy Number	Details of the Amendment
		<ul style="list-style-type: none"> <li>• In the first paragraph after the word “within”, the remainder of the paragraph is deleted and replaced with: Group C features of the Natural Heritage System without demonstration by an Environment Impact Study prepared in accordance with 8.4 of this Plan that there will be no significant negative impacts to the features or their ecological functions.</li> <li>• In the second paragraph after “Significant Natural Area”, “and Natural Hazard Areas” is added.</li> </ul> <p>The following new paragraph is added: Any development or site alteration, including dumping or removal of fill, or alterations to watercourses and natural drainage areas will require a written permission through the Conservation Authority.</p>
118.	<b>8.1.13</b>	<p>In the first sentence the words “Hazard and Environmental Protection Areas” is deleted and replaced with “the Natural Heritage and Natural Hazard Areas”.</p> <p>After the first sentence, the remainder of existing policy is replaced with the following:</p> <p>As detailed mapping of Natural Hazards, the Natural Heritage System and/or its features becomes available the Conservation Authority and the Province will be consulted. Where there is an approved Environmental Impact Study prepared in accordance with the policies of this Plan or an approved natural hazard assessment an update of this Plan will be made through an office consolidation without amendment to the Plan, otherwise the Plan will be amended as required. Wherever designation boundaries of the Natural Heritage and Natural Hazard Areas are amended in this Plan, the implementing Zoning By-law will be amended as required.</p>
119.	<b>8.1.14</b>	<p>The wording “Hazard and Environmental Protection Areas” is deleted and replaced with “Group A and Group B features of the Natural Heritage System and Natural Hazard Areas”</p>
120.	<b>8.2.1</b>	<p>After the wording “will designate Significant Natural Areas as” the phrase ‘Hazard and Environment Protection’ is deleted and replaced with “Natural Heritage System according to their identification in this Plan as Group A features, Group B features, or Group C features”.</p> <p>Existing policy wording after the first sentence is deleted.</p>
121.	<b>8.2.2</b>	<p>The first paragraph is deleted and replaced with new wording:</p>

Item No.	Policy Number	Details of the Amendment
		<p>Significant Natural Areas shall include features and boundaries that are identified or evaluated as further studies or evaluations are completed subsequent to the adoption of this Plan, including features that have not been comprehensively assessed on a County-wide level such as significant valleylands, habitat of endangered species and threatened species, and significant wildlife habitat. This Plan will reflect the most up-to-date information when adopted and when formally reviewed under Section 26 of the <i>Planning Act</i>.</p> <p>The second paragraph is deleted.  “means” is replaced with “shall mean”.</p>
122.	<b>8.2.2.1</b>	<p>The following is added:  The Municipality will designate provincially and locally significant wetlands in this Plan as identified and delineated by the Ontario Wetland Evaluation System (OWES).</p>
123.	<b>8.2.2.2</b>	<p>The following is added:  The Municipality will identify significant woodlands in this Plan and its Zoning By-law using the criteria and mapping contained in the draft Lambton County Natural Heritage Study (2014).</p>
124.	<b>8.2.2.3</b>	<p>The following is added:  Endangered species and threatened species and their habitat are protected by the <i>Endangered Species Act, 2007</i>. Delineations of these areas represent sensitive information and the Species at Risk in Ontario List is subject to change. These areas therefore are not shown on Schedule B of this Plan and will include areas not specifically designated as natural heritage features in this Plan and/or areas not known by the County or Municipality to be habitat of endangered species or threatened species. Where there is reason to believe that proposed development will be located in or adjacent to the habitat of endangered species or threatened species, the proponent will be notified of the requirement to ensure their due diligence under the <i>Endangered Species Act, 2007</i>, which should include consulting with the Province regarding the need for further investigations.</p>
125.	<b>8.2.2.4</b>	<p>The following is added:  Fish habitat is not specifically designated on Schedule B in this Plan. Development within 120 metres of surface water features (excluding off-stream, man-made ponds) will be</p>

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		directed to the province for screening for fish habitat. Fish habitat will be protected from harmful alteration, disruption or destruction unless authorized under the <i>Fisheries Act</i> . In all cases, the guiding principle of no net loss of productive capacity will be utilized.
126.	<b>8.2.2.5</b>	The following is added: Significant valley lands are not specifically designated on Schedule B in this Plan. For purposes of identification, they are lands having a slope of 10 percent or more over a sustained area.
127.	<b>8.2.2.6</b>	The following is added: Significant wildlife habitat is not specifically designated on Schedule B in this Plan but may be coincident with other significant natural areas identified by this Plan. Specific wildlife habitats of concern may include areas where species concentrate at vulnerable times in their annual or life cycle or areas which are important to a species' migration or wintering. The Province of Ontario's Significant Wildlife Habitat Technical Guide shall be used to identify and determine significant wildlife habitat on a site-specific basis when development or site alteration requires an environmental impact study.
128.	<b>8.2.3</b>	In the first sentence, after the wording "areas designated as", the wording "Environmental Protection" is replaced with "part of the Natural Heritage System". In the second sentence, after "wildlife habitat" the rest of the sentence is replaced with: "except where the policies of this Plan are more definitive as to what is required, the Municipality will encourage development proponents to conserve and enhance these features as part of the development approval process."
129.	<b>8.2.6</b>	The following wording is added to the existing policy: The Municipality will require the use of indigenous trees and, to a lesser extent shrubs, wherever practical in connection with landscaping plans, site plan approvals, subdivision agreements, wind breaks and reforestations done in connection with permits to remove trees issued by the County of Lambton. The Municipality will also use indigenous species for municipal lands and parks and as part of any municipal plantings within public road allowances.

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130.	<b>8.2.7</b>	<p>In the first sentence of the first paragraph, the words "Lambton County Woodlands Preservation By-law" are replaced with "County of Lambton Woodlands Conservation By-law".</p> <p>In the third sentence of the second paragraph the wording "Environmental Protection or Hazard designations" are deleted and replaced with "Natural Heritage System and Natural Hazard lands".</p> <p>In the last sentence of the second paragraph the words "County of Lambton Tree Cutting By-law" are replaced with "County of Lambton Woodlands Conservation By-law".</p>
131.	<b>8.2.8</b>	<p>The names of the various Acts cited have been italicized. "<i>the Woodlands Improvement Act,</i>" is deleted.</p>
132.	<b>8.2.9</b>	<p>"Tree Saving Plan" is replaced with "Tree Inventory and Preservation Plan"</p> <p>Subsection g) is replaced with: incorporate the requirements of an Environmental Impact Study if the wooded area is part of a Significant Woodland, as defined in the County of Lambton Official Plan.</p>
133.	<b>8.2.10</b>	<p>The existing policy is deleted and replaced with: Improving linkages within the Natural Heritage System through a comprehensive system of primary corridors and linkage features will be encouraged. Stewardship initiatives and compatible land uses will be encouraged in an effort to restore areas of vegetation gaps and woodland openings within these natural corridors. Any reforestation required under the County of Lambton Woodlands Conservation By-law or a Tree Inventory and Preservation Plan should maintain and enhance existing corridors where practical.</p>
134.	<b>8.3</b>	<p>The second sentence is deleted and replaced with: The following policies apply to development and site alteration within those areas of the Municipality that are susceptible to flooding and erosion, and more generally to any location where such conditions as described in this section exist. The following sentence is added: Such natural hazards are generally located in Conservation Authority regulated areas identified as Areas Affected by Regulation in Appendix 1.</p>
135.	<b>8.3.1</b>	<p>The following new subsection is inserted and numbered 8.3.1 and the subsequent subsections being "Flood Plain Policies", and "Unstable Land" are renumbered accordingly.</p> <p>General Policies 8.3.1.1:</p>

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		<p>New development in the Municipality will generally be directed away from areas with known or suspected natural hazards, which include:</p> <ul style="list-style-type: none"> <li>a) flooding and erosion hazards related to rivers and streams;</li> <li>b) hazardous sites related to organic soils;</li> <li>c) high water table areas and groundwater recharge areas; and</li> <li>d) hazardous forest types for wildland fires.</li> </ul> <p>8.3.1.2:</p> <p>The Municipality may permit development and site alteration to occur on natural hazard lands and associated sites, except within a floodway (unless in a special policy area), if all the following can be achieved:</p> <ul style="list-style-type: none"> <li>a) all policies are met with respect to any coincidental natural heritage features;</li> <li>b) hazards can be safely addressed and development and site alteration is carried out in accordance with floodproofing, protection, and access standards and procedures such as those related to coastal and geotechnical engineering practices;</li> <li>c) new hazards are not created and existing hazards are not aggravated;</li> <li>d) no adverse environmental impacts will result;</li> <li>e) vehicle and pedestrian access is available during times of flooding, erosion, and other emergencies (unless the site access is appropriate for the nature of development); and</li> <li>f) the proposed use is not an institutional use, essential emergency services, or operations related to the disposal, manufacture, treatment or storage of hazardous substances.</li> </ul> <p>8.3.1.3:</p> <p>The Municipality will prepare appropriate zoning provisions for natural hazard lands that:</p> <ul style="list-style-type: none"> <li>a) prohibit uses other than agriculture, conservation, forestry and wildlife management;</li> <li>b) prohibit buildings or structures except where they are intended for flood or erosion control or are normally associated with protection works, bank stabilization projects, transmission or distribution pipelines approved by the National Energy Board or Ontario Energy Board, or electricity transmission and distribution systems; and,</li> </ul>

Item No.	Policy Number	Details of the Amendment
		<p>c) impose development setbacks in relation to the severity of existing and potential environmental hazards.</p> <p>8.3.1.4: For any development or site alteration proposed within Conservation Authority regulated areas, the proponent must obtain written permission from the Conservation Authority before the Municipality will issue a building permit.</p> <p>8.3.1.5: Where an existing legal non-conforming or non-complying building or structure lying within all or part of hazard lands is destroyed in a manner not related to the inherent environmental hazards of the land, the Municipality shall permit the building or structure to be rebuilt only if the Conservation Authority having jurisdiction permits the reconstruction.</p>
136.	<b>8.3.1.2</b>	<p>In the first paragraph, the second sentence is replaced with: "Permitted uses, development and site alteration are subject to the policies of 8.3.1 in this Plan".</p> <p>The sentence following the above sentence is deleted.</p> <p>In the last paragraph, "Fill, Construction and Alteration to Waterways" is replaced with "Development, Inference with Wetlands and Alterations to Shorelines and Watercourses."</p>
137.	<b>8.4</b>	<p>A policy section is added and titled as follows: Environmental Impact Studies</p>
138.	<b>8.4.1</b>	<p>The following policy is added: An Environmental Impact Study (EIS) shall be required in accordance with the policies of this Plan for development and site alteration in the Natural Heritage System. The study shall demonstrate that no negative impact on the natural features or the ecological functions for which the feature is identified. The study may determine the nature and extent of the feature and its ecological function; may incorporate a buffer or setbacks from the feature; and may result in a site layout that addresses the study recommendations.</p>
139.	<b>8.4.2</b>	<p>The following policy is added: An EIS required under this Plan shall be submitted with the development application and shall be prepared and signed by a qualified biologist or environmental planner. A peer review of the EIS may be required by the Approval Authority.</p>
140.	<b>8.4.3</b>	<p>The following policy is added:</p>



Item No.	Policy Number	Details of the Amendment
		<p>a. An EIS shall be required for development on lands adjacent to significant natural heritage features (i.e. Group A and Group B features). The lands defined as Adjacent Lands are generally within 120 metres of the feature unless an alternative standard for Adjacent Lands is established through the County Official Plan.</p> <p>b. The extent of Adjacent Lands where an EIS is required may be reduced on a site-specific basis, based on the nature of the features, the existing conditions of the site and surrounding lands, the scale of the proposed development, and the likelihood of negative impacts the natural heritage features.</p> <p>c. An EIS may be required for development within or adjacent to Group C features, as determined by the Municipality in consultation with the Conservation Authority.</p>
141.	<b>8.4.4</b>	<p>The following policy is added: An EIS shall be completed in accordance with the process requirements as outlined in the County Official Plan.</p>
142.	<b>8.4.5</b>	<p>The following policy is added: The required scope and/or content of an EIS may be modified, through pre-consultation with the Municipality, County, and the Conservation Authority where the environmental impacts of a development application are thought to be limited, or if other environmental studies fulfilling some or all requirements of an EIS have been accepted by the Municipality and County.</p>
143.	<b>8.4.6</b>	<p>The following policy is added: An EIS may not be required where the Municipality, in consultation with the County and the Conservation Authority, determines that no negative impacts would be anticipated on the natural heritage feature or adjacent lands. The requirements for an EIS may be reduced or removed in the following circumstances and only where no negative impact is anticipated:</p> <p>a) Where the proposed development is small scale (non-agricultural development); or</p> <p>b) Where the proposed development is small or medium scale (agricultural development only); or</p> <p>c) Where the proposed development is not in an area regulated by the Conservation Authority; or</p> <p>d) Where the proposed development is on an existing lot of record; or</p>

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		<p>e) Where the development is an addition located away from the feature; or</p> <p>f) Where the proposed development is separated from the feature by a road or existing development; or</p> <p>Where the development is wholly contained within the existing footprint or includes a minor addition that is &gt; 15m from the feature.</p>
144.	<b>8.4.7</b>	<p>The following policy is added:</p> <p>An EIS is not required for uses authorized under an Environmental Assessment process carried out in accordance with Provincial or Federal legislation or a watershed plan carried out by the County of Lambton and/or a Conservation Authority.</p>
145.	<b>8.4.8</b>	<p>The following policy is added:</p> <p>Where it is demonstrated that all, or a portion of, a Group B or Group C feature does not meet the criteria for designation under this Plan and thus the site of a proposed development or site alteration no longer is located within the Group B or Group C feature or adjacent land then the restrictions on development and site alteration set out do not apply. This policy requires an EIS or study through an Environmental Assessment process to determine whether the designation is still appropriate.</p>
146.	<b>8.4.9</b>	<p>The following policy is added:</p> <p>The Municipality, in coordination with The County and in consultation with the Conservation Authority, may develop guidelines for the evaluation of development proposals consistent with the policies of this Plan.</p>
147.	<b>8.4.10</b>	<p>The following policy is added:</p> <p>Tree and Woodland Protection</p> <p>a) The Municipality recognizes the importance of trees and woodlands to the health and quality of life in our community. The Municipality shall encourage sustainable forestry practices and the protection and restoration of trees and forests.</p> <p>b) Opportunities for tree planting on Municipality-owned lands (such as lands designated Open Space and inactive portions of parks) shall be identified and implemented in co-operation with government agencies and local interest groups. In restoration efforts, the Municipality shall plant only indigenous species, preferably those of local origin.</p>

Item No.	Policy Number	Details of the Amendment
		Where the Municipality is undertaking infrastructure work, existing woodland resources shall be protected and preserved, where feasible. If it is necessary for infrastructure works to destroy any trees, excluding trees that are listed as threatened or endangered species, the Municipality shall endeavour to compensate by re-planting on site and/or planting trees elsewhere. Should the removal/destruction of any trees that are listed as threatened or endangered species be required to complete infrastructure works, the Municipality will contact the appropriate Provincial authority to determine the necessary approvals and mitigation.
148.	<b>8.4.11</b>	The following policy is added: Any land dedication that may be accepted by the Municipality shall be managed consistent with the Natural Heritage Policies of this Plan.
149.	<b>9.1</b>	The existing text remains, and the following is added as the second paragraph: Resource extraction is discouraged in Provincially Significant Natural Heritage Features as identified in the County Official Plan. The Municipality discourages resource extraction in locally significant natural heritage areas and the removal of sizable, healthy woodlots for extraction purposes. Where extraction is permitted, it should be contingent upon rehabilitation plans that re-establish a comparable or improved natural heritage feature and/or system.
150.	<b>9.4</b>	Sub clauses a) to g) are deleted and the following Add: a) The effect on the water resources, the Natural Heritage System and the Natural Environmental designations within 120 metres of the subject lands through the preparation of an EIS, and a hydrogeology study; b) The effect on ground water and existing wells surrounding the property including on or adjacent to potential recharge areas; c) A rehabilitation plan; d) A site development plan, which includes the following information: i. The shape, topography, contours, dimensions, size and location of the property to be redesignated and/or rezoned as well as the extent of adjacent property held for future pit or quarry operations,

Item No.	Policy Number	Details of the Amendment
		<ul style="list-style-type: none"> <li>ii. A description of the surrounding lands including land uses, location and use of buildings and structures, fences, significant natural features and wells within a distance of 120 metres and other lands owned by the applicant;</li> <li>iii. The location, height, dimensions and use of all buildings or structures existing or proposed to be erected on the property,</li> <li>iv. Existing and anticipated final grades of excavation, shown by contours where necessary, as well as excavation setbacks,</li> <li>v. Drainage provisions,</li> <li>vi. All entrances and exits,</li> <li>vii. As far as possible, ultimate pit development or quarry development, progressive and ultimate road plan, any water diversion or storage, location of stockpiles for stripping and products, progressive and ultimate rehabilitation, and where possible intended use of the land after the extractive operations have ceased, and</li> <li>viii. Cross-sections through the deposit and the estimated quality and quantity of the resource;</li> <li>e) The haulage routes proposed to and from the site, the traffic volumes anticipated and a traffic impact study;</li> <li>f) The effect of the operation on nearby residents including noise, dust and vibration concerns;</li> <li>g) The effect on archaeological resources and cultural resources;</li> <li>h) A Planning Assessment Report, which assesses land use compatibility and policy conformity issues including the relevant policies of this Plan, except that demonstration of need shall not be required;</li> <li>i) For applications on lands currently designated Agricultural Area, the applicant shall further demonstrate that the rehabilitation of the site will be carried out whereby substantially the same areas and same average soil quality, including soil capability for agriculture are restored; and</li> <li>j) Such other relevant matters, as Council deems necessary.</li> </ul>

Item No.	Policy Number	Details of the Amendment
		<p>The Zoning By-law may contain Holding provisions which will be used where it is necessary to zone lands for development where the future land use has been sufficiently justified but where there are outstanding matters which cannot be handled through zoning and more specifically identified as:</p> <ul style="list-style-type: none"> <li>a) Water, wastewater and/or storm water servicing requirements;</li> <li>b) Road improvements or extensions;</li> <li>c) Dedication of lands for park purposes or payment of cash-in-lieu for park land dedication;</li> <li>d) Verification of suitable environmental site conditions;</li> <li>e) Special land use policies, including but not limited to policies to guide redevelopment or certain lands and/or policies to guide appropriate urban design;</li> <li>f) Phasing of development; or</li> <li>g) An Environmental Impact Study which determines specific measures to prevent impact on natural heritage features.</li> </ul>
151.	<b>9.5</b>	<p>Clause e) is deleted and replaced with the following:</p> <ul style="list-style-type: none"> <li>e) All proposals for new licensed mineral aggregate operations shall include plans for rehabilitation. These rehabilitation plans shall: <ul style="list-style-type: none"> <li>i. Provide for progressive sequential rehabilitation wherever feasible;</li> <li>ii. Be prepared in detail by a recognized expert under the <i>Aggregate Resources Act</i> prior to any approvals being given;</li> <li>iii. Be compatible with the long-term uses permitted by the Official Plan;</li> <li>iv. Provide a detailed agricultural rehabilitation plan where lands have a Class 1, 2 or 3 soil capability. Rehabilitation must ensure that substantially the same acreage and same average soil quality including soil capability for agriculture are restored; and</li> <li>v. Consider the surrounding land uses and approved land use designations and recognize the interim nature of extraction.</li> </ul> </li> </ul> <p>The following is added as sub-clause f) The requirements of Policy 11.4 of this Plan.</p>

Item No.	Policy Number	Details of the Amendment
152.	<b>9.6</b>	The following phrase is added in the second line after the words “in accordance with “the Official Plan for the Municipality and”
153.	<b>9.7</b>	The following is added as the final paragraph after the numbered list: Where it is not feasible to return the lands to agriculture, priority should be given to assessing the feasibility of rehabilitation to a use which provides significant social and environmental benefits. The use should result in environmental improvement or net environmental gain. Features such as woodlots, wetlands, fish and wildlife habitat areas, integrated water systems or passive recreational opportunities may be appropriate.
154.	<b>9.10</b>	The following is added as Policy 9.10 and the existing Policy 9.10 (Zoning) is renumbered to Policy 9.15. Setback distances for licensed operations are set out by regulation in the <i>Aggregate Resources Act</i> . Similarly, all proposed development adjacent to a licensed quarry must maintain a minimum setback of 500 metres from the quarry operation. All proposed development adjacent to a licensed pit must maintain a minimum setback of 300 metres from the pit operation. The above distances may be reduced if proponents of any proposed adjacent development can demonstrate through studies that any potential hazards or land use conflicts with adjacent Extractive Industrial operations can be eliminated through the incorporation of special planning design and construction techniques like landscaping, buffering, setbacks or other mitigation measures. Proposed development shall demonstrate that it will not result in the preclusion or hindrance of the expansion of the mineral aggregate operation or its continued use or will not be incompatible for reasons of nuisance, public health, public safety or environmental impact.
155.	<b>9.11</b>	The following policy is added: In providing comments to the Ministry of Natural Resources on an application for license under the <i>Aggregate Resources Act</i> , the Municipality shall consider the need for screening, setbacks, fencing, hours of operation, surface and groundwater monitoring, noise, air quality, traffic control, rehabilitation, vibration from blasting, the cumulative effects of the proposed license area together with existing licensed

Item No.	Policy Number	Details of the Amendment
		areas on agriculture, environment features, commercial and residential areas and such other relevant matters as are considered appropriate by the Municipality.
156.	<b>9.12</b>	<p>The following policy is added:</p> <p>In considering an application to amend the Official Plan and Zoning By-law, Council shall consult with Provincial Ministries and any other agency having jurisdiction to ensure that the activities of, and rehabilitation of, an extractive operation will be carried out in accordance with the appropriate legislation and to ensure that the effects on the social and natural environment are properly considered.</p>
157.	<b>9.13</b>	<p>The following policy is added:</p> <p>Planning decisions shall take into consideration the locations of oil and gas resources as identified in the County of Lambton Official Plan. The mapping of the resources in the County Official Plan is not definitive and may have historical inaccuracies. For sites with or near resource features, the Municipality and development proponents should reference the Ontario Oil, Gas, and Salt Resources Library for the most up to date information and specific feature details including estimated accuracy of well locations. In coordination with the County of Lambton, the Municipality shall consult with the Province:</p> <ul style="list-style-type: none"> <li>a) Where new development is proposed adjacent to or in areas of known oil or gas pools;</li> <li>b) Regarding new non-petroleum developments located less than 75 metres from existing wells. This setback should ensure adequate spacing around the well head to provide access for maintenance and general safety;</li> <li>c) Where development is proposed above former and potential salt solution mining operations and resources; and</li> </ul> <p>Where assistance is needed in the identification of well sites, in areas suspected of containing improperly plugged wells.</p>
158.	<b>9.14</b>	<p>The following policy is added:</p> <p>As a condition of development approval, the Municipality will require that improperly abandoned (plugged) wells that are known or discovered on the lands during the development process will be properly plugged, capped or otherwise made safe in accordance with Provincial requirements. Building locations should be examined for the presence of possible well</p>

Item No.	Policy Number	Details of the Amendment
		sites using established standards, procedures, and mapping. Areas where wells are located should be avoided when siting buildings unless it can be demonstrated that development can safely occur. If possible, building should not be located over known abandoned or plugged wells.
159.	<b>10.1</b>	The following policy is added:  Cannabis Production Facility: means any indoor building structure, or lands licensed by, Health Canada to undertake cultivation, processing, sale, analytical testing, and research of cannabis, pursuant to the Cannabis Regulations under the <i>Cannabis Act</i> , or successor legislation. A cannabis production facility excludes the outdoor cultivation and processing of cannabis.
160.	<b>10.2</b>	The following policy is added:  Cannabis production facilities may be permitted in the following land use designations subject to the policies of this Plan: a) Industrial b) Agricultural Area Cannabis production facilities within all other land use designations are prohibited.
161.	<b>10.3</b>	The following policy is added:  Within the land use designations specified in Section 14.2 of this Plan, a cannabis production facility shall require a rezoning application and a Site Plan application to be approved by the Municipality. Both the rezoning application and Site Plan shall address the following: a) Conformity with the Province of Ontario's Sensitive Land Use Guidelines ("D-6") as amended from time to time; b) Noise, odour, and wind through studies prepared by a qualified professional; c) Photometric analysis including studies of night light and impacts prepared by a qualified professional; d) Servicing including stormwater management; e) Security plan and site design for security; f) Waste management plan; and, g) Mitigation plan including mitigation for sensitive land uses.
162.	<b>10.4</b>	The following policy is added:



Item No.	Policy Number	Details of the Amendment
		<p>A cannabis production facility is defined as an indoor facility in accordance with Policy 14.1 of this Plan. Outdoor cultivation and processing of cannabis shall require an amendment to this Plan, a rezoning, and a Site Plan application to be approved by the Municipality. Outdoor cultivation and processing may be considered only in the Agricultural Area and no other land use designation. Applications for outdoor cultivation and processing shall address the requirements of Policy 14.4 of this Plan.</p>
163.	<b>11</b>	<p>A new section is created entitled Uses Permitted in All Land Use Designations</p>
164.	<b>11.1</b>	<p><b><u>DAY CARE CENTRES</u></b></p> <ul style="list-style-type: none"> <li>a) Day Care Centres shall be permitted on all school sites.</li> <li>b) Day Care Centres shall be permitted within a Place of Worship or other place of public assembly, a commercial place of employment, a community centre, all residential designations, institutional designations, and subject to provincial licensing policies.</li> <li>c) Day Care Centres in an industrial place of employment shall not be permitted as a stand-alone use.</li> <li>d) Day Care Centres shall be designed to provide appropriate facilities for parking, pick-up and drop-off areas. Appropriately located and screened play areas shall be provided.</li> <li>e) Day Care Centres should not be located in lands identified as Natural Hazard and/or Category A Natural Heritage Features unless an Environmental Impact Study establishes the appropriate location for the Day Care Centre on the proposed site.</li> </ul>

TABLE D – AMENDMENTS TO PART C OF THE OFFICIAL PLAN

Item No.	Policy Number	Details of the Amendment
165.	<b>1.1.4.2</b>	Add “and consent” after “Site Plan Control”
166.	<b>1.1.5</b>	<p>Add new subsection titled “1.1.5 General Development Policies”</p> <p>Add the following:</p> <ul style="list-style-type: none"> <li>a) Landscaping and other techniques should be utilized to minimize the visual and noise impacts from roadways on adjacent residential development or in the immediate vicinity of existing or proposed arterial roads.</li> <li>b) New large scale development proposals that may generate significant traffic volumes may require a transportation study to assess the impacts on the road network and the local land uses.</li> <li>c) Proposed development adjacent to and in the vicinity of a Provincial Highway within the Ontario Ministry of Transportation permit control area will be subject to review and a permit by MTO. Early consultation with MTO is encouraged by development proponents.</li> </ul> <p>Proposed development adjacent to and in the vicinity of a County Road will be subject to review by the County of Lambton. Early consultation with the County of Lambton is encouraged by development proponents.</p>
167.	<b>1.1.5.1</b>	<p>The following policy is added:</p> <p>Heritage Roads</p> <ul style="list-style-type: none"> <li>a) The Municipality should identify, conserve and manage heritage roads and associated features where such roads exhibit one or more of the following: <ul style="list-style-type: none"> <li>i. Indigenous history;</li> <li>ii. Historical association with a theme of human history (Indigenous or European) that is representative of the development and use of land in the Municipality;</li> <li>iii. Historical associations with the life or activities of a person, group, or organization that has made</li> </ul> </li> </ul>

Item No.	Policy Number	Details of the Amendment
		<p>significant contribution to the community, province, or nation;</p> <p>iv. Scenic routes with a sense of position or place</p> <p>b) Heritage roads should be conserved and protected by the appropriate road authority and should endeavour to protect:</p> <p>i. Existing road surface widths where they contribute to the heritage character of the road;</p> <p>ii. Existing trees and tree lines within the road allowance;</p> <p>iii. Other vegetation, plantings and features such as boulevards, hedgerows, ditches, grassed areas and fence lines;</p> <p>iv. Transportation related heritage features where they contribute to the specific to the special character of the road.</p>
168.	<b>1.2.1</b>	<p>Add “vehicle and bicycle” after the word “off-street”</p> <p>Add the following as the second sentence:</p> <p>Off-street parking lots shall be satisfactorily screened and landscaped to minimize or mitigate any adverse effects on surrounding uses.</p>
169.	<b>1.2.5</b>	<p>Add at the end of the section:</p> <p>c) Cash-in-lieu of parking is not required for exclusively internal renovations to a property designated under Part IV of the Ontario Heritage Act or to a character defining property designated under Part V of the Ontario Heritage Act. Relief with respect to parking may be required through a Planning Application.</p>
170.	<b>1.4.1</b>	<p>Add new subsection titled “Trails”</p> <p>Add the following:</p> <p>The Municipality supports the development of an integrated trail system through the following means:</p>

Item No.	Policy Number	Details of the Amendment
		<p>a) Working with The County of Lambton to review the potential of connecting natural heritage features where appropriate and more broadly links within settlement areas;</p> <p>b) Reviewing development proposals in partnership with The County of Lambton to identify opportunities for trail development. Land dedication for trail purposes may be a requirement of development approval.</p>
171.	<b>2.2.2</b>	<p>Renumber existing policy as “a)”</p> <p>The following policy is added:</p> <p>b) Consents for new utility corridors should not fragment agricultural land parcels.</p>
172.	<b>2.2.3</b>	<p>Renumber the existing policy as a)</p> <p>The following policy is added:</p> <p>b) Where woodlot locations cannot be avoided, tree cover removed will be replaced with twice the area of tree cover that is removed at a location specified by affected landowner. The Municipality will work with the County to ensure an appropriate location is selected.</p> <p>c) The environmental policies of this Plan shall apply to the design, construction, site restoration and maintenance of public utilities.</p>
173.	<b>2.2.5</b>	<p>Add new sub-policy heading “community gardens”</p> <p>The following policy is added:</p> <p>Community gardens are permitted on all public lands where compatibility with existing and planned uses is achieved. This policy shall be implemented through the Zoning By-law.</p>
174.	<b>2.4</b>	<p>Add new subsection titled “Gas Pipelines”</p> <p>The following policy is added:</p> <p>a) Applications under the <i>Planning Act</i> shall consider implications to pipelines. The Municipality shall consult with the appropriate pipeline provider on applications incorporating the National Energy Board and Canadian</p>

Item No.	Policy Number	Details of the Amendment
		<p>Standard Association requirements. No permanent building should be on or within 7m of a pipeline right of way.</p> <p>b) Proponents of any development within 200 metres of a pipeline right of way shall be encouraged to consult with the operator. Pipeline operators will be circulated applications within 200 metres of a known pipeline right of way.</p>
175.	<b>3</b>	<p>Add the following as the Introduction to this Section: Infrastructure is important in achieving a number of priorities for the Municipality. Infrastructure policies will ensure that the Municipality:</p> <p>a) Plans for growth; b) Integrates a life cycle approach to municipal infrastructure to support wise use of Municipal financial commitments; c) Addresses the long term commitment to the Municipality's environment through infrastructure planning; d) Promotes water conservation; e) Promotes health and safety of the Municipality, its residents, and the natural environment; f) Addresses the changing climate.</p>
176.	<b>3.1.1.4</b>	<p>Add the following in the second sentence after the words "sanitary sewer system":</p> <p>"and/or engineering feasibility studies at the expense of the proponent"</p>
177.	<b>3.1.1.5</b>	<p>Add the following as Clause d):</p> <p>d) The proposed system is consistent with the natural heritage policies of this plan and the Source Water Protection Policies of this Plan.</p>
178.	<b>3.2.1.2</b>	<p>Add the word ",planned" after "available"</p>
179.	<b>3.2.1.4</b>	<p>Add the following sentence at the end of the paragraph:</p> <p>Any and all studies will be at the proponent's expense.</p>
180.	<b>3.2.1.5</b>	<p>The following policy is added:</p> <p>New development</p> <p>New subdivisions shall be serviced with looped water lines. The provision of subdivision layouts that allow the looping of</p>

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		new waterlines shall be required wherever possible.
181.	<b>3.3.1.1</b>	<p>Add the following as Policy 1 and renumber the balance:</p> <p>Planning for stormwater management shall:</p> <ul style="list-style-type: none"> <li>a) Be integrated with planning for water and wastewater;</li> <li>b) Address the changing climate;</li> <li>c) Promote water conservation and efficiency;</li> <li>d) Support the use of green infrastructure;</li> <li>e) Promote a healthier natural environment including water quantity and quality</li> <li>f) Ensure financial viability of stormwater infrastructure.</li> </ul>
182.	<b>3.3.1.2</b>	<p>Add the following:</p> <ul style="list-style-type: none"> <li>g) Minimizing the impact of large impervious surfaces through pervious surface treatments, landscaping, and other on-site design and management practices.</li> </ul>
183.	<b>3.3.1.5</b>	<p>The following policy is added:</p> <p>Limiting costs</p> <p>The Municipality recognizes the potentially high cost of stormwater management in terms of engineering and construction fees and the barrier this can be to the establishment or expansion of small businesses and institutions. The Municipality may determine no need for stormwater management measures for minor extensions of buildings, parking areas, or other hard surfaces, or on small sites where the ability to provide retention does not exist. The Municipality may accept non-engineered control measures that will obviously address quality and/or quantity control adequately and produce no adverse effects on neighbouring properties or watercourses. Such determinations shall be at the discretion of the municipal engineer and, if the engineer deems necessary, in consultation with the Conservation Authority.</p>
184.	<b>3.4.1</b>	<p>Add the following after the first paragraph as policy 3.4.1:</p> <p>Where appropriate, consideration may be given by the Municipality, at the Municipality's sole discretion, to the use of the Class 4 area classification, as provided for in the applicable Provincial environmental noise guideline (currently</p>

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		<p>MECP Environmental Noise Guideline NPC-300) for a residential site (or sites).</p> <p>The area (or sites) to be affected must be approved by Council or the relevant approval authority.</p> <p>The use of Class 4 will only be considered by Council where it can be demonstrated that:</p> <ul style="list-style-type: none"> <li>a) the development proposal is for a new noise sensitive land use in proximity to an existing, lawfully established stationary noise source;</li> <li>b) the development proposal for a new noise sensitive use does not impair the long-term viability and operation of an employment use;</li> <li>c) it is in the strategic interest of the Municipality, furthers the objectives of the Official Plan and supports community building goals; and</li> <li>d) all possible measures of noise attenuation have been assessed for both the proposed development site and the stationary noise source, including, but not limited to, building design and siting options for the proposed new noise sensitive use;</li> </ul> <p>Notwithstanding the above, the use of Class 4 will receive more favourable consideration if the stationary noise source is a temporary situation and it is expected that the stationary noise source will be removed through future redevelopment.</p> <p>If Council supports the use of Class 4 for an area or site proposed for a new sensitive land use, proponents for noise sensitive land uses proposed in a Class 4 area shall, at a minimum, ensure that the following are addressed:</p> <ul style="list-style-type: none"> <li>a) Appropriate noise impact assessments are conducted to verify that the applicable sound level limits will be met;</li> <li>b) Noise control measures are completed or in place, including receptor and source-based measures, as may be required to ensure compliance with the applicable sound level limits at the new noise sensitive land use;</li> </ul>

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		<p>c) Enter into appropriate agreements with the Municipality (and any other relevant approval agencies), to confirm all relevant requirements have been met; and,</p> <p>d) Registration on title of any recommended noise mitigation measures, including appropriate noise warning clauses to notify prospective purchasers that applicable Class 4 (as per Guideline NPC-300) area sound level limits for the affected dwelling are protective of indoor areas and are based on the assumption of closed windows.</p>
185.	<b>4</b>	<p>Add:</p> <p>The Municipality is committed to the wise and efficient use of energy and the establishment of green energy sources that will protect the interests of future generations of citizens, such as alternative energy systems and renewable energy systems. The benefits that may be realized from using such systems should be balanced with a consideration for their compatibility with the natural environment and surrounding land uses.</p>
186.	<b>4.1</b>	<p>Add at beginning, renumber existing a) through h) accordingly:</p> <p>a) Energy that is produced by a renewable energy system will generally be preferred over conventional forms of energy production, subject to potential negative impacts being mitigated.</p> <p>b) The Municipality will encourage proposals for alternative energy systems and renewable energy systems at appropriate scales in accordance with provincial and federal requirements, which are compatible with surrounding existing and proposed land uses and the environment</p> <p>c) Green energy systems and/or renewable energy systems will be subject to studies to demonstrate, to the satisfaction of the Municipality, how potential adverse effects, on existing or proposed development with regard to the natural heritage system, noise, dust, vibration, plume, air quality, cultural heritage resources, views and vistas, shadows, land use compatibility, public health and safety, risk, and soils stability and water quality and quantity will be mitigated.</p> <p>d) All alternative and renewable energy projects shall only be permitted by a rezoning approved by Council. Projects</p>



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		approved by a rezoning shall also be subject to Site Plan Control.
187.	<b>4.2</b>	<p>Add new subsection titled “District Energy”</p> <p>Add:</p> <p>a) The Municipality supports district energy systems as an efficient method of supplying heating, cooling and electricity to buildings.</p>
188.	<b>4.3</b>	<p>Add new subsection titled “Wind Energy”</p> <p>Add:</p> <p>a) Large scale wind turbines shall be directed to lands within Prime Agricultural and Rural Area designations in order to reduce the potential for land use conflicts in Settlement Areas.</p> <p>b) Small scale wind turbines may be permitted in all land use designations.</p> <p>c) Wind turbines of all sized will be encouraged subject to confirmation that the supporting structure is capable of bearing the weight.</p>
189.	<b>4.4</b>	<p>Add new subsection titled “Solar Energy”</p> <p>Add:</p> <p>a) Ground mounted solar renewable energy facilities of up to 10 kilowatts are permitted in prime agricultural areas as an on-farm diversified use. Facilities in excess of 10 kilowatts shall not be located in prime agricultural areas.</p> <p>b) Small scale solar panels that provide electricity for use on the same property will be considered accessory uses.</p> <p>c) Roof mounted solar generating facilities of all sizes will be encouraged subject to confirmation that the supporting structure is capable of bearing the weight.</p>

TABLE E – AMENDMENTS TO PART D OF THE OFFICIAL PLAN

Item No.	Policy Number	Details of the Amendment
190.	1	<p>Delete:</p> <p>Cultural Heritage resources include buildings or structures, either individually or in groups, which are considered by Council to be of architectural and/or historical significance at the community, regional, provincial or national level. Archaeological and historic sites may also constitute heritage resources.</p> <p>Replace with:</p> <p>Cultural Heritage resources include archaeological resources, built heritage resources and cultural heritage landscapes. More specifically,</p> <ul style="list-style-type: none"> <li>a) Archaeological resources: includes artifacts, archaeological sites, marine archaeological sites, as defined under the <i>Ontario Heritage Act</i>.</li> <li>b) Built heritage resource: means a building, structure, monument, installation or any manufactured or constructed part or remnant that contributes to a property's cultural heritage value or interest as identified by a community, including an Indigenous community.</li> <li>c) Cultural heritage landscape: means a defined geographical area that may have been modified by human activity and is identified as having cultural heritage value or interest by a community, including an Indigenous community. The area may include features such as buildings, structures, spaces, views, archaeological sites or natural elements that are valued together for their interrelationship, meaning or association.</li> </ul> <p>Significant built heritage and cultural heritage landscapes are those that have been determined to have cultural heritage value or interest, through any of the following means:</p> <p>I. Designation under Parts IV or V of the <i>Ontario Heritage Act</i>; or</p>

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		II. Protected through official plan, zoning by-law, or other land use planning mechanisms.
191.	<b>1.1</b>	Delete “Heritage Advisory Board” and replace with “Municipal Heritage Committee”  Delete “preservation” and replace with “conservation”
192.	<b>1.1.1</b>	Delete section title “Cultural Built Heritage”. Replace section title with “conservation of built heritage resources and cultural heritage landscapes”.  Add after the second sentence:  “the Municipality will engage with Indigenous communities and consider their interests when identifying, protecting and managing cultural heritage and archaeological resources.”
193.	<b>1.1.2</b>	The following policy is added:  Brooke-Alvinston will prepare and maintain comprehensive inventories of significant heritage resources, including significant built heritage and cultural heritage landscapes, as a basic tool for identifying and conserving these resources
194.	<b>1.1.3</b>	The following policy is added:  Brooke-Alvinston will designate properties that meet criteria for determining Cultural Heritage Value or Interest (O. Reg 9/06) under the <i>Ontario Heritage Act</i> . While it is the intent of the municipality to work collaboratively with landowners in conserving properties of Cultural Heritage Value or Interest, there may be instances in which landowners may not consent to the designation of their respective property. Council will act in the public interest to conserve and designate properties of Cultural Heritage Value or Interest despite objections by their owners.
195.	<b>1.1.4</b>	The following policy is added:  If Brooke-Alvinston intends to designate a property to be of cultural heritage value or interest, the Clerk shall issue notice of intention to designate in accordance with requirements and limitations established under the <i>Ontario Heritage Act</i> .
196.	<b>1.1.5</b>	The following policy is added:

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		<p>Any Planning Application related to lands designated or within 50 metres of lands designated under the <i>Ontario Heritage Act</i> shall be accompanied by a Heritage Impact Assessment. The Heritage Impact Assessment shall be prepared by a qualified heritage professional in accordance with technical guidance included in the Ontario Heritage Toolkit.</p>
197.	<b>1.1.6</b>	<p>The following policy is added:</p> <p>If a property has not been designated under the <i>Ontario Heritage Act</i> but has been included in the Municipal Register, the owner of the property shall not demolish or remove a building or structure on the property or permit the demolition or removal of the building or structure unless the owner gives Council at least 60 days' notice in writing of the Owner's intention to demolish or remove the building or structure or to permit the demolition or removal of the building or structure. Notice to demolish a building or structure on the Municipal Register shall be accompanied by such plans and information that the Council may require to make a decision on the matter, and may include but not be limited to:</p> <ul style="list-style-type: none"> <li>a) primary and secondary research, visual inspection, and evaluation against prescribed criteria for determining Cultural Heritage Value or Interest prepared by a qualified heritage consultant (Ontario Regulation 9/06), and</li> <li>b) architectural plans pertaining to the replacement building or structure.</li> </ul> <p>If following a request for demolition, a property has been found to meet prescribed criteria for determining Cultural Heritage Value or Interest (Ontario Regulation 9/06), the Council of Brooke-Alvinston may issue notice of intention to designate the property, thereby, causing the request for demolition to be void.</p>
198.	<b>1.1.7</b>	<p>The following policy is added:</p> <p>An evaluation against prescribed criteria for determining Cultural Heritage Value or Interest prepared by a qualified heritage consultant (Ontario Regulation 9/06), shall accompany a Planning Application that pertains to a property listed on the Municipal Register. If the property has been found to meet prescribed criteria, the proponent shall provide a</p>

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		Heritage Impact Assessment, prepared by a qualified heritage professional, in support of the Planning Application in accordance with technical guidance included in the Ontario Heritage Toolkit.
199.	<b>1.1.8</b>	<p>The following policy is added:</p> <p>A Conservation Plan may be required in accordance with recommendations contained within a Heritage Impact Assessment, to be provided as a condition of approval of a Planning Application detailing how a cultural heritage resources can be conserved. The Conservation Plan shall be prepared by a qualified heritage professional in accordance with technical guidance included in the Ontario Heritage Toolkit. The recommendations of the Conservation Plan should include descriptions of repairs, stabilization and preservation activities as well as long term conservation, monitoring and maintenance measures. Brooke-Alvinston may enter into a development agreement to ensure the implementation of recommendations included in a Conservation Plan.</p>
200.	<b>1.1.2</b>	Move existing policy 1.1.2 to 1.1.9
201.	<b>1.1.10</b>	<p>The following policy is added:</p> <p>In reviewing proposals for the construction, demolition, or removal of buildings and structures or the alteration of existing buildings, the Municipality shall be guided by the following general principles where there is potential to impact any cultural heritage resources:</p> <ul style="list-style-type: none"> <li>a) The Municipality shall encourage the adaptive reuse of heritage properties. Any permitted redevelopment shall ensure, where possible, that the original building fabric and architectural features are retained, repaired, or restored rather than replaced.</li> <li>b) New additions and features should be no higher than the existing building and wherever possible be placed to the rear of the building or set back substantially from the principal façade.</li> <li>c) New construction and/or infilling should be compatible with surrounding buildings and streetscapes by being of the</li> </ul>

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		same height, width and orientation as adjacent buildings; being of similar setback; and using similarly proportioned windows, doors, and roof shape.
202.	<b>1.1.11</b>	<p>The following policy is added:</p> <p>Brooke-Alvinston may develop financial incentive programs and other efforts that promote private investment in preserving physical cultural heritage (archaeological, built heritage, and cultural heritage landscapes) resources and in improving cultural nodes.</p>
203.	<b>1.1.3</b>	Move existing policy 1.1.3 to policy 1.1.12.
204.	<b>1.1.13</b>	<p>The following policy is added:</p> <p>Consistent with the PPS, development, site alteration, including construction of infrastructure and public service facilities on lands containing archaeological resources or areas of archaeological potential, including marine archaeological sites, are permitted only if the significant archaeological resources have been conserved in a manner that ensures their cultural heritage value or interest is retained. This shall be achieved by the implementation of recommendations set out in an archaeological assessment. To address development impacts on an archaeological site with a level of cultural heritage value or interest that has been determined to require mitigation, there are two approaches for mitigation of development impacts:</p> <ul style="list-style-type: none"> <li>a) avoidance and protection</li> <li>b) excavation</li> </ul> <p>Avoidance and protection preserves archaeological sites intact. It is the preferred option for the mitigation of impacts to archaeological sites. Avoidance and protection are most viable when the cultural heritage value or interest of the archaeological site is determined early in the planning stages of the development, when plans are most flexible.</p>
205.	<b>1.1.14</b>	<p>The following policy is added:</p> <p>Archaeological consultants must be licensed by the Ministry of Tourism, Culture and Sport, under the <i>Ontario Heritage Act</i>, and follow Technical Guidelines issued by the Ministry for completing archaeological assessments. Completed as part of</p>

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		the land use planning and development or environmental assessment approval process, an archaeological assessment must be accepted by the Ministry of Tourism, Culture and Sport.
206.	<b>1.1.15</b>	<p>The following policy is added:</p> <p>Development requiring an Official Plan and/or Zoning By-law Amendment, Subdivision/Condominium approval or Site Plan Approval, and all new/improved infrastructure and public service facilities, if located on lands with Archaeological Potential, per Ministry of Tourism, Culture and Sport Screening Criteria for Evaluating Archaeological Potential, shall be required to complete an Archaeological Assessment prior to such development.</p>
207.	<b>1.1.16</b>	<p>The following policy is added:</p> <p>An archaeological assessment, may be required as part of a Planning Application. Applicants are encouraged to prepare archaeological assessments early in the planning stages of the development, when plans are most flexible, particularly as such studies may deem it appropriate to conserve through avoidance and protection measures.</p>
208.	<b>2.4</b>	Delete “Hazard and Environmental Protection Areas” and replace with “Natural Heritage System”
209.	<b>2.8</b>	<p>After “Controlled Access Provincial Highways” Add “ and Major facilities, as defined in the Provincial Plan,”</p> <p>Delete “and railway lines”</p>
210.	<b>2.9</b>	<p>After “Controlled Access Provincial Highways” Add “ and Major facilities, as defined in the Provincial Plan,”</p> <p>Delete “and railway lines”</p>
211.	<b>2.10</b>	<p>The following policy is added title “Class 4 Designations for new residential uses”</p> <p>The following policy is added:</p> <p>Notwithstanding Policy 2.3, and consistent with Policies 2.7 and 2.9, where adequate physical separation of Residential uses and areas is not possible, consideration may be given to approving a Class 4 designation for new residential land uses,</p>

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		as provided for in MECP Environmental Noise Guideline NPC-300. Further reference shall be made to Part C Section 3.4 of this Plan where additional policies are provided to guide relevant Class 4 designations
212.	<b>3.1</b>	<p>Delete the following:</p> <p>3.1 The Municipality will encourage the highest quality in design and amenity to be incorporated into the design plans in all land use designations:</p> <ul style="list-style-type: none"> <li>a) Parking areas, loading areas and waste disposal storage areas shall be screened from adjacent public roads by buildings and landscaping;</li> <li>b) Landscaped strips shall be installed around the entire periphery of the property, except for entrances, exits and interconnections with adjacent properties for pedestrians and vehicles;</li> <li>c) Parking areas shall be paved, curbed and landscaped to an acceptable standard;</li> <li>d) The exterior facade of buildings exposed to abutting public roads shall be designed to complement the existing streetscape;</li> <li>e) Exterior signs shall be uniform in appearance, in terms of location, size, shape, materials and colours to encourage design quality; and</li> <li>f) Off-street interconnections for pedestrians and vehicles between existing and proposed development will be encouraged.</li> </ul> <p>Replace with:</p> <p>The following policies shall apply, as appropriate, to all development requiring a <i>Planning Act</i> approval within the Settlement Areas. Additional policies for certain areas of the Municipality are contained within the appropriate sections of this Plan containing the land use designations.</p>
213.	<b>3.2</b>	<p>The following policy is added section title “safety”</p> <p>The following policy is added:</p> <p>Personal safety for individuals shall be provided in new development through the provision of:</p>



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		<ul style="list-style-type: none"> <li>a) Appropriate lighting, visibility and opportunities for public surveillance for parking lots, walkways, parking garages and open space area;</li> <li>b) Unobstructed views into parks and open spaces from adjoining streets;</li> <li>c) Design and siting of new buildings shall provide opportunities for visual overlook and ease of public access to adjacent streets, parks and open space;</li> <li>d) Views into and out of publicly accessible buildings shall be encouraged; and,</li> <li>e) Landscaping that maintains views for safety and surveillance.</li> </ul>
214.	<b>3.3</b>	<p>The following policy is added section title “Barrier-free Access”</p> <p>The following policy is added:</p> <ul style="list-style-type: none"> <li>a) Barrier-free access for persons using walking or mobility aids shall be provided in all public and publicly accessible buildings and facilities and along major pedestrian routes, in compliance with the <i>Accessibility for Ontarians with Disabilities Act</i> (AODA) and with reference to the Integrated Accessibility Standards Regulation (IASR). Such barrier-free access features may include level surfaces, ramps and curb cuts, railings, automatic door openers and rest areas.</li> <li>b) Barrier-free features shall be integrated with the functional and design components of the site and/or buildings</li> </ul>
215.	<b>3.4</b>	<p>The following policy is added section title “Streetscapes”</p> <p>The following policy is added:</p> <ul style="list-style-type: none"> <li>a) An integrated design and treatment of streetscape features shall be promoted throughout the settlement areas in the Municipality. Specialized streetscape designs and treatments may be adopted for particular areas of the Municipality.</li> <li>b) Streetscape features and sustainable design elements located within public rights-of-way, such as lighting fixtures, directional and street signs, parking meters, transit shelters, above ground infrastructure, signage and street furniture shall be complementary in their design and</li> </ul>

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		<p>located in an integrated manner, so as to avoid visual clutter.</p> <p>c) Planned road reconstruction shall include improvements to the existing streetscape consistent with the policies of this Plan, any Council-adopted urban design guidelines, downtown revitalization plans and other similarly adopted Council guidelines.</p>
216.	<b>3.5</b>	<p>The following policy is added section title “Building Design”</p> <p>The following policy is added:</p> <p>a) The design of new buildings should achieve a complementary design relationship to existing buildings, while accommodating a diversity of architectural styles, building materials and colours, energy conservation techniques and innovative built forms.</p> <p>b) The design of all buildings shall implement pedestrian safety and should provide direct street access.</p> <p>c) The Municipality will encourage the recessed placement of garages and discourage the protrusion of garages on residential buildings into the front yard, beyond the main front building wall. Other options for garage placement which deemphasize their appearance on the street are encouraged. In addition, the width of private driveways accessing private garages shall be controlled to ensure that there is an appropriate relationship between pavement and landscaping in the yards where the driveway is located. Such a relationship shall also take into account the desire to maximize the infiltration of rainwater. These policies shall be implemented through the Zoning By-law.</p> <p>d) Building entrances shall be located to be visible from the adjoining street(s) and, where possible, directly linked to the sidewalks through appropriately articulated walkways.</p> <p>e) Building functions that do not directly serve the public, such as loading areas, shall not face a public street and should be located away from noise sensitive land uses, such as residential areas, and buffered, as necessary.</p> <p>f) Buildings should employ devices such as awnings, canopies, building cantilevers/overhangs to generally improve the level of pedestrian comfort. Sheltered building</p>

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		<p>entrances should be provided at primary building entrances to multi-storey residential, public, recreational, industrial, office and commercial buildings, where necessary.</p> <p>g) When a development is located adjacent to existing, or planned residential areas, sufficient building setbacks should be provided to minimize potential height and massing impacts such as overlook and shadowing.</p> <p>h) Buildings should be massed to be architecturally articulated to provide visual variety and interest. Generally, building articulation features such as canopies, cornice lines and varying façade materials should be used to reinforce a pedestrian scale, and generous front porches are encouraged for residential built forms.</p> <p>i) Building massing should reinforce a continuous street wall frontage located close to the front property line to recognize pedestrian scale and provide an appropriate street wall height at the street line.</p> <p>j) Buildings on corner lots shall be located in close proximity to the street rights of way. Corner lots should emphasize their important community presence by employing appropriate strategies for major landscape treatments as well as building massing and articulation that emphasize the corner condition.</p> <p>k) Any permitted redevelopment shall ensure, where possible, that the original building fabric and architectural features are retained, repaired, or restored rather than replaced. New construction and/or infilling should be compatible with surrounding buildings and streetscapes by being generally of the same height, width and orientation as adjacent buildings; being of similar setback; and using similarly proportioned windows, doors, and roof shape;</p> <p>l) Exterior signs should be uniform in appearance, in terms of location, size, shape, materials and colours to encourage design quality.</p>
217.	<b>3.6</b>	<p>The following policy is added section title “Site Design”</p> <p>The following policy is added:</p> <p>a) Site design incorporates the built form of structures, landscaping, services and the layout of all amenities. Site</p>

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		<p>design shall consider the relationships between the public realm, adjacent land uses, on-site operations and visual aesthetics, in order to promote an environment that is pleasant and attractive to the community.</p> <p>b) Site design shall consider how to maximize the compatibility between adjacent land uses through appropriate site layout, building locations and landscape treatments.</p> <p>c) The design of sites adjacent to parks, woodlots and watercourses shall be sensitive to these features. In these instances, appropriate setbacks shall be maintained between buildings and sensitive natural areas, while on-site landscaping shall be well integrated with natural areas.</p> <p>d) Continuous, highly visible, well-articulated and landscaped connections between building(s) and the street should be provided to establish appropriate pedestrian linkages between the sidewalk and building entrances.</p> <p>e) Along collector and arterial roads within the Settlement Areas, reverse frontage residential lots shall be minimized through techniques such as window streets and where reverse frontage lots are provided, shall incorporate a substantial landscape buffer to improve the visual amenity of such areas.</p> <p>f) On large sites, pedestrian linkages between uses and adjacent sites should be provided.</p>
218.	<b>3.7</b>	<p>The following policy is added section title "Landscaping"</p> <p>The following policy is added:</p> <p>a) Landscaping is a major contributor to a vibrant streetscape. A high quality of landscape design shall be required to enhance the visual aesthetics of development and to enhance the site and land use compatibility.</p> <p>b) Landscaping within private lands shall be complementary to streetscape design and materials within the public realm.</p> <p>c) Where appropriate, planted landscaping strips and fencing shall be used to buffer development from adjacent uses and mitigate on-site operational activities such as loading and waste storage facilities.</p>

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		<p>d) Landscape materials shall be selected for their aesthetic, ecological, disease-tolerance and maintenance characteristics.</p> <p>e) Hard and soft landscaping shall be used for the spaces between the street line and buildings to enhance the streetscape, as well as provide a buffering function when on-site parking is placed close to the street or close to adjacent land uses and properties.</p> <p>f) Vehicular entrances often present opportunities for landscaping that highlight entry points into the site. Therefore, appropriate landscaping shall be provided on either side of driveway entrances, particularly at the main entrances. The use of berms along public street frontages shall generally be avoided due to their tendency to isolate buildings from the street.</p> <p>g) The presence of significant trees on a development site shall be determined through a tree survey and, where appropriate, preserved, maintained and integrated into the new landscape design of the site.</p>
219.	<b>3.8</b>	<p>The following policy is added section title "Parking"</p> <p>The following policy is added:</p> <p>a) The location of parking is a major determinant for the layout of a development that is pedestrian friendly and accessible. Where appropriate, the Municipality should require the provision of surface parking areas in locations not visible from the public street, such as in rear yards and/or well-landscaped side yards.</p> <p>b) Where surface parking areas are situated adjacent to a public street in the front yard, their layout should be subdivided into smaller areas to avoid large monotonous asphalt surfaces. In these cases, a certain percentage of the frontage should be reserved for landscaping between the buildings and the street line. The parking areas may be partially buffered and/or screened from the street using landscaping, tree planting, pedestrian facilities, lighting, fencing and/or other landscape elements in order to enhance the visual aesthetics of, and pedestrian activity within, such parking areas.</p>

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		<p>c) Clearly defined pedestrian accesses between parking and adjacent buildings and entrances should be provided with well-delineated walkways.</p> <p>d) Surface parking lots shall be linked to the streets and other public areas with well-delineated walkways.</p>
220.	<b>3.9</b>	<p>The following policy is added section title “Access and Circulation”</p> <p>The following policy is added:</p> <p>a) To enhance the vibrancy of the streets, joint vehicular access points into sites shall be considered on adjacent sites.</p> <p>b) To ensure pedestrian safety and promote their priority over vehicular traffic, major pedestrian routes on the site should be identified and delineated from the driving surfaces. Pedestrian walkways should be made continuous across driving aisles as well as across driveway entrances at the street. The use of soft landscaping is also encouraged along major pedestrian routes.</p>
221.	<b>3.10</b>	<p>The following policy is added section title “Commercial and Industrial Areas”</p> <p>The following policy is added:</p> <p>a) It is the intent of this Plan to improve the vibrancy, aesthetics and connectivity of all commercial and employment areas in the Municipality. The approval of any development pursuant to the <i>Planning Act</i> shall address the following:</p> <ul style="list-style-type: none"> <li>i. Improvements to the aesthetics and function of the public realm (roads, parks, and sidewalks) will occur as a condition of development, or will be made possible as a result of the development, as appropriate;</li> <li>ii. The siting, scale and massing of buildings contributes to a safe and attractive pedestrian environment and streetscape;</li> <li>iii. Parking facilities are designed to not dominate the streetscape; and,</li> </ul>

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		<ul style="list-style-type: none"> <li>iv. Landscaping is used to buffer adjacent uses and improve the overall aesthetics of the development.</li> <li>b) All new development requiring approval under the <i>Planning Act</i> shall conform to the urban design policies of this Official Plan as appropriate.</li> </ul>
222.	3.11	<p>The following policy is added section title “Design for New Neighbourhoods”</p> <p>The following policy is added:</p> <ul style="list-style-type: none"> <li>a) The following design principles apply to the development of new neighbourhoods through Plans of Subdivision or Condominium within the Municipality’s Settlement Areas, in accordance with the policies of this Official Plan: <ul style="list-style-type: none"> <li>i. Residential development shall include a combination of housing types, with a range of densities that implement the housing objectives and policies of this Plan;</li> <li>ii. High-density housing shall be located on Arterial and Collector Roads to facilitate the establishment of multi-modal facilities and a pedestrian-oriented environment;</li> <li>iii. New development areas shall be integrated with existing neighbourhoods;</li> <li>iv. New subdivision streets should generally align in a grid pattern to create appropriately sized development blocks and to promote active transportation permeability and connectivity;</li> <li>v. New blocks shall be designed with lengths that are generally less than 250 metres to support active transportation;</li> <li>vi. The development of reverse frontage residential lots shall be minimized and where reverse frontage lots are provided, shall incorporate a substantial landscape buffer to improve the visual amenity of such areas;</li> </ul> </li> </ul>

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		<ul style="list-style-type: none"> <li>vii. Open space and parks shall integrate with adjacent development areas and provide a range of active and passive recreational opportunities;</li> <li>viii. New buildings shall be designed and oriented to the street and to street corners to encourage a pedestrian-oriented streetscape;</li> <li>ix. Where appropriate, employment lands shall be buffered from residential development by a variety of measures such as roads, landscaping, natural heritage areas, and parkland and community facilities;</li> </ul>
223.	<b>4.1</b>	<p>Renumber as follows within Section 4.1:</p> <p>“renewable energy” paragraph becomes policy 4.1.1  “subdivision design” paragraph becomes policy 4.1.2</p>
224.	<b>4.1.1</b>	<p>Add the following after the first paragraph in re-numbered policy 4.1.1 Renewable Energy:</p> <p>“For policies addressing Climate Change, reference should be made to Sections addressing:</p> <ul style="list-style-type: none"> <li>a) Stormwater Management Policies (Part C: Section 3)</li> <li>b) Green Energy Policies (Part C: Section 4)</li> <li>c) Housing Density Policies (Part B: Section 2)</li> <li>d) Parking and Bicycle Policies (Part C: Section 1)</li> <li>e) Natural Heritage Policies (Part B: Section 8)</li> </ul>
225.	<b>4.1.2</b>	<p>Included the following under re-numbered policy 4.1.2 Subdivision design as second paragraph:</p> <p>“Subdivisions with predominantly east/west road orientations are encouraged in order to allow solar heating through south-facing windows in winter. Such a layout also permits planting deciduous trees to the south of houses and evergreens to the north to provide shade in summer and a wind break in winter.”</p>
226.	<b>4.1.3</b>	<p>The following policy is added section title ‘Electric vehicle charging station’:</p> <p>The following policies are added:  4.1.3.1 The Municipality supports provision of electric vehicle charging stations in publicly and privately-owned parking lots.</p>



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		4.1.3.2 The Municipality may establish, through the Comprehensive Zoning By-law, appropriate provisions related to electric vehicle charging stations.
227.	<b>5</b>	<p>In the first paragraph, after “Community Improvement Area” Add “(CIA)”</p> <p>In the second paragraph, after “Community Improvement Project” Add “(CIP)”</p>
228.	<b>5.1.1</b>	<p>Delete:</p> <p>f) Identify and promote opportunities for intensification and redevelopment within Brownfield sites. Promote energy efficient standards for all uses within a Community Improvement Plan</p> <p>Replace with:</p> <p>f) Identify and promote opportunities for intensification and redevelopment within Brownfield sites.</p> <p>g) Promote energy efficient standards for all uses within a Community Improvement Plan</p> <p>h) To provide sufficient lands for employment uses to provide opportunities and options for a variety of employment.</p> <p>i) To protect and preserve employment areas for current and future uses.</p> <p>j) To attract, retain, and facilitate cultural activity and to preserve physical culture and heritage assets</p> <p>Re-number remaining accordingly</p>
229.	<b>5.1.2</b>	In c), replaced “handicapped” to “persons with physical and/or emotional disabilities”
230.	<b>5.1.4</b>	<p>Replaced heading “objectives for industrial and service commercial areas” to “mixed commercial/industrial areas”</p> <p>Replaced wording “Service Commercial Areas” to “Mixed/Commercial Industrial Areas”</p>
231.	<b>5.4.2</b>	<p>Add new Section 5.4.2 and renumber the remaining sections accordingly.</p> <p><b>5.4.2 MONITORING</b></p> <p>The Municipality will continue to monitor the effectiveness of its existing Community Improvement Plan initiatives and may see fit to prepare a progress report where necessary.</p>

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232.	<b>5.4.5</b>	Add after first sentence in first paragraph: “The Municipality shall ensure that Community Improvement Plans and programs will encourage the preservation, rehabilitation, renewal, and reuse of heritage resources.”
233.	<b>5.4.6</b>	Replace title wording “Bonus Zoning Provisions” to “Community Benefits Charge”  Delete the following: “to authorize increases in the height and density of permitted development in return for such facilities, services or matters as set out in the By-law.”  Replace with: “to address Community Benefits requirements for new development.”
234.	<b>5.4.7</b>	Add the following as a new paragraph at the end of the existing policy wording:  The Municipality may facilitate the creation of local business associations. The County will support the Municipality in the designation of Business and Community Improvement Areas and in the formulation and implementation of Community Improvement Plans.  Add the following as a new paragraph at the end of the existing policy wording: The CIP must be led by local stakeholders and have the formal commitment of the Municipality’s Council and all major stakeholders such as the local service clubs. Representation from local service clubs, a senior municipal staff person, and all other stakeholders is required in all consultations and committees. A municipal staff person may serve as CIP coordinator. Organizers must assemble all relevant policies and regulations affecting the commercial area. No further steps of CIP development shall commence until all components of the organizational structure are established.
235.	<b>5.4.10</b>	The following policy is added:  The CIP must conduct an initial community assessment of strengths, weaknesses, opportunities, and threats and continually re-assess by survey. The CIP must develop a brand

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		by identifying what makes the CIA or broader community unique or how it can differentiate itself from other communities or regions. The brand must work with the regional identity.
236.	<b>5.4.11</b>	<p>The following policy is added:</p> <p>The CIP must define its end goal. To be a destination community, the CIP must have capacity to provide primary activities in the CIA or broader community in proportion to how far visitors are expected to travel. Primary activities must be things visitors cannot get closer to home. Alternatively, a community may plan to be a support community, capturing traffic en route to another destination.</p>
237.	<b>5.4.12</b>	<p>The following policy is added:</p> <p>The CIP must develop one- and five-year action plans towards its goal, identifying problems and opportunities to be tackled one at a time, in order. Action plans must be reviewed and updated regularly.</p>
238.	<b>5.4.13</b>	<p>The following policy is added:</p> <p>The CIP must develop marketing plans and/or community design standards for improvements within the CIA. These must implement the branding and action plans and support common themes, key messages, and even color schemes. Design themes could be marketing or physical improvement oriented.</p>
239.	<b>5.4.14</b>	<p>The following policy is added:</p> <p>Municipal investments in the CIA must conform to the brand, action plans, and community design standards established by the CIP and may include one or more of:</p> <ul style="list-style-type: none"> <li>a) capital expenditures to core visitor attractions within the CIA and broader community;</li> <li>b) incentive programs/grants for storefront signage, community gateway signage, interpretive plaques, kiosks, façade improvements, awnings, street furniture, decorations, lighting, seasonal decorations, and anything else consistent with branding and action plans; and</li> <li>c) advertising, promotional materials/ packages, and mapping of businesses, core attractions, and non-gated public attractions;</li> </ul>

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240.	<b>5.4.15</b>	<p>The following policy is added:</p> <p>Site plan approvals shall require that new development be consistent with the CIP's branding, action plan, and community design standards.</p>
241.	<b>6</b>	<p>The following policy is added at the end:</p> <p>New signages shall conform to the urban design policies regarding its appearance and location in Part D Section 3 of this Plan.</p>
242.	<b>7.1.3</b>	<p>Clause a) is modified as follows:</p> <p>Add the words “in accordance with the Planning Act” after the words “will be required”; and,</p> <p>Delete the following  “at a rate of 5 per cent of the land proposed for development or 1 hectare for each 300 dwelling units proposed or, cash in lieu thereof”</p>
243.	<b>8</b>	<p>Add the following text to the end of the section:</p> <p>This Plan recognizes that the majority of economic growth and job creation is likely to come through expansion of existing business and industry, local entrepreneurialism, and local innovation.</p> <p>8.1 Home-based work is an important component of the local economy that shall be encouraged as a source of local entrepreneurialism and business incubation. Brooke-Alvinston will ensure that land use policies and regulations including this Official Plan and Zoning By-laws will enable residents to operate appropriate, subsidiary businesses from their homes and farms within reasonable guidelines. Home occupations must not unduly impact the character and amenity of residential areas and uses. Zoning provisions will be established to mitigate potential impacts to adjacent uses.</p> <p>8.2 Brooke-Alvinston supports the creation of local business associations. Brooke-Alvinston may designate Business and Community Improvement Areas and implement one or more</p>

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		<p>Community Improvement Plans to support entrepreneurship and innovation.</p> <p>8.3 Brooke-Alvinston will develop strategies for assisting home occupations that outgrow residential neighbourhoods to find appropriate locations for their expanded activities.</p> <p>8.4 Brooke-Alvinston will continue to support the improvement of the economic base of Agricultural Areas, including on-farm diversified uses and agriculture-related uses through the implementation of local policies and Zoning By-laws that grow the agricultural sector, with the goal being to protect and improve economic and employment spin-off benefits. Such local policies and Zoning By-laws will provide for:</p> <ul style="list-style-type: none"> <li>a) forms of agriculture that provides more employment on a per acre basis;</li> <li>b) identification and exploitation of non-traditional, non-local, and niche markets;</li> <li>c) on-farm and local processing and/or retail of agricultural products and by-products;</li> <li>d) promotion of unique local foods;</li> <li>e) stronger linkages between local food producers and major local food distributors and consumers within settlements, including restaurants;</li> <li>f) agri-tourism; and,</li> <li>g) on-farm economic diversification.</li> </ul> <p>Brooke-Alvinston supports the diversification of local agricultural crops and value-Add processing. Brooke-Alvinston supports policies that strengthen linkages between local food producers, distributors, and major consumers like restaurants and institutions.</p> <p>8.5 Brooke-Alvinston will develop strategies for assisting farm-based secondary uses that outgrow agricultural areas to find appropriate locations for their expanded activities</p>
244.	<b>9.1</b>	<p>Add new subsection title:</p> <p>9.1 Promoting Economic Development and Competitiveness</p> <p>The following policies are added:</p>

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		<p>9.1.1. Brooke-Alvinston will promote economic development and competitiveness by:</p> <ul style="list-style-type: none"> <li>a) providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs;</li> <li>b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;</li> <li>c) facilitating the conditions for economic investment by identifying strategic sites for investment, monitoring the availability and suitability of employment sites, including market-ready sites, and seeking to address potential barriers to investment;</li> <li>d) encouraging compact, mixed-use development that incorporates compatible employment uses to support liveable and resilient communities; and ensuring the necessary infrastructure is provided to support current and projected needs.</li> </ul>
245.	<b>9.2</b>	<p>Add new subsection title: 9.2 Long-Term Economic Prosperity</p> <p>The following policies are added:</p> <p>9.2.1 Long-term economic prosperity will be supported by:</p> <ul style="list-style-type: none"> <li>a) promoting opportunities for economic development and community investment-readiness;</li> <li>b) encouraging residential uses to respond to dynamic market-based needs and provide necessary housing supply and range of housing options for a diverse workforce;</li> <li>c) optimizing the long-term availability and use of land, resources, infrastructure and public service facilities;</li> <li>d) maintaining and, where possible, enhancing the vitality and viability of downtowns and mainstreets;</li> <li>e) encouraging a sense of place, by promoting well-designed built form and cultural planning, and by conserving features that help define character, including built heritage resources and cultural heritage landscapes;</li> <li>f) promoting the redevelopment of brownfield sites;</li> </ul>

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		<ul style="list-style-type: none"> <li>g) providing for an efficient, cost-effective, reliable multimodal transportation system that is integrated with adjacent systems and those of other jurisdictions, and is appropriate to address projected needs to support the movement of goods and people;</li> <li>h) providing opportunities for sustainable tourism development;</li> <li>i) sustaining and enhancing the viability of the agricultural system through protecting agricultural resources, minimizing land use conflicts, providing opportunities to support local food, and maintaining and improving the agrifood network;</li> <li>j) promoting energy conservation and providing opportunities for increased energy supply;</li> <li>k) minimizing negative impacts from a changing climate and considering the ecological benefits provided by nature; and</li> <li>l) encouraging efficient and coordinated communications and telecommunications infrastructure.</li> </ul>
246.	<b>9.3</b>	<p>The following policy is added section title: 9.3 Policies for Encouraging Economic Growth</p> <p>The following policies are added:</p> <p>9.3.1 Brooke-Alvinston will organize its assets and efforts around the County's competitive advantages, assets, and emerging opportunities. The Municipality will seek to attract and create the resources, assets, and people (including the knowledge and intellectual capital) that best position the Municipality to exploit its competitive advantages, assets, and emerging opportunities.</p> <p>9.3.2 Brooke-Alvinston will work with the Sarnia-Lambton Economic Partnership to achieve its mission. The Sarnia-Lambton Economic Partnership (SLEP) is the lead economic development organization for the County. It will identify and strengthen economic resources, work to attract industry, and promote economic incentives. It will provide direction, leadership, and support to community-based economic development in conformity with the economic goals and strategies of this Plan. SLEP will facilitate the joint efforts of business, education, labour, First Nations, and local government as primary partners in problem solving and</p>

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		<p>foraging for new opportunities in a way that establishes common vision and priorities, reduces duplication, eliminates silos, and leverages existing community resources and expertise. SLEP shall conduct ongoing performance measurement.</p> <p>9.3.3 Brooke-Alvinston will continue to work with the County and SLEP to identify and support new market segments locally.</p> <p>9.3.4 Brooke-Alvinston will work with the County to ensure that the physical needs of business are addressed, which includes ensuring that:</p> <ul style="list-style-type: none"> <li>a) a diversity of zoned and serviced sites are available to support a range of industrial and service activities;</li> <li>b) urban communities and employment areas are adequately served by telecommunication facilities; and,</li> <li>c) industrial areas, including industrial and business parks, are well designed and have a high level of available amenities, including access to major transportation routes that are attractive to new investors.</li> </ul> <p>9.3.5 Brooke-Alvinston promotes the maintenance and improvement of modern infrastructure systems including roads, railways, airports, harbours, bus services, pipelines, and telecommunications networks to service existing and future employment centres. Brooke-Alvinston further supports the expansion of the linkages between such infrastructure to strengthen the movement of people, as well as the trading of goods and services.</p> <p>9.3.6 Brooke-Alvinston will encourage the creation, development, and support of technologies as necessary infrastructure for economic development, and as a means to expand the economic resource base.</p> <p>9.3.7 Brooke-Alvinston encourages the provision of high quality and high-speed telecommunications throughout the Municipality, particularly cellular and internet services.</p> <p>9.3.8 Brooke-Alvinston encourages the development, redevelopment, repurposing, rehabilitation, and/or remediation of underused downtowns, mainstreets, and commercial districts; resource extraction areas; former institutional,</p>



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		industrial, and commercial sites; and brownfield sites and contaminated sites. Brooke-Alvinston will include guidelines for development of such sites as necessary in its Official Plans and may choose to develop incentive programs that encourage rehabilitation or remediation.
247.	<b>9.4</b>	<p>The following policy is added title: 9.4 Supporting a Green Economy</p> <p>The following policies are added:</p> <p>9.4.1 This Plan acknowledges the need for economic development to proceed in a way that natural resources, such as air, soil, and water are available for human and environmental health in the long term. This Plan advocates however for the formulation and application of environmental policies in a reasonable way that recognizes an equal balance between environment, society, culture, and economy.</p> <p>9.4.2 Brooke-Alvinston will pursue opportunities such as manufacturing and consulting in association with the development of renewable and alternative energy production. Renewable and alternative energy generation will be supported in appropriate locations when deemed socially and economically sustainable and where imposing no burden to local infrastructure.</p>

TABLE F – AMENDMENTS TO PART E OF THE OFFICIAL PLAN

Item No.	Policy Number	Details of the Amendment
248.	1	<p>The title is changed from Official Plan Review and Amendments to Official Plan</p> <p>The first paragraph is renumbered as 1.1 with the title Official Plan Review</p> <p>The word “five” is replaced with “ten” in 1.1</p> <p>The second paragraph is renumbered as 1.2 with the Title Official Plan Amendments</p>
249.	1.1	<p>The following policies are added as 1.1:</p> <p>a) The ten-year review shall consist of an assessment of:</p> <ul style="list-style-type: none"> <li>i. County growth allocations and the degree to which such allocations are being achieved;</li> <li>ii. The effectiveness of the Plan in protecting water quality, heritage resources, natural resources and habitat and the general environment within the Municipality;</li> <li>iii. The continuing relevance of the vision that forms the basis of all policies found in this Plan;</li> <li>iv. The degree to which the objectives of this Plan have been met;</li> <li>v. The amount and location of lands available for urban development;</li> <li>vi. Whether the Municipality has realized a desirable balance of commercial and industrial assessment in relation to residential assessment;</li> <li>vii. The Municipality's role within the County and its relationship with other municipalities;</li> <li>viii. Development trends in the County and their effect on development in the Municipality; and,</li> <li>ix. Matters which are necessary to address to ensure consistency with or conformity to</li> </ul>

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		<p style="text-align: center;">County and Provincial Plans and policy documents.</p> <p>b) The County of Lambton is responsible for determining settlement area boundaries and is the approval authority for boundary expansion. Settlement area expansion is not necessary to accommodate the future growth anticipated during the time horizon of this Official Plan. In the event that a settlement area expansion is contemplated, settlement boundary expansions shall only occur through co-ordinated Local and County amendments as part of a municipal comprehensive review that reflects the County market area, growth projections, allocations and intensification targets set by the County and where:</p> <ul style="list-style-type: none"> <li>i. Sufficient opportunities for growth are not available through intensification, redevelopment and Greenfield development in designated settlement area lands to accommodate projected needs within the regional market area and within the Municipality;</li> <li>ii. The expansion makes available sufficient lands for a time horizon not exceeding 25 years based on the analysis outlined above;</li> <li>iii. Existing or planned infrastructure and public service facilities required to accommodate the proposed expansion over the long term can be provided in a financially and environmentally sustainable manner and protect public health and safety;</li> <li>iv. In prime agricultural areas: <ul style="list-style-type: none"> <li>a. The lands do not comprise specially crop areas;</li> <li>b. There are no reasonable alternatives; and,</li> <li>c. There are no reasonable alternatives on lower priority agricultural lands in prime agricultural areas.</li> </ul> </li> <li>v. Impacts from the proposed expansion on adjacent agricultural operations close to the Settlement Area can be mitigated to the extent</li> </ul>

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		<p>feasible including compliance with the Minimum Distance Separation formulate;</p> <ul style="list-style-type: none"> <li>vi. The loss of mineral aggregate extraction opportunities is minimized;</li> <li>vii. Potential negative environmental impacts are mitigated including addressing the source of drinking water as outlined in this Plan, the Source Water Protection Plan, and the County of Lambton Official Plan;</li> <li>viii. In determining the most appropriate location for expansions, the policies of this Plan and the County of Lambton Official Plan shall be applied;, and,</li> <li>ix. The timing of the expansion and the phasing of the development within the proposed expansion area would not adversely affect the achievement of any intensification and redevelopment.</li> </ul> <p>c) Lands located within the Industrial and Mixed Commercial/Industrial designations shall not be redesignated or rezoned to any other non-employment land use, except with the support of a Municipal Comprehensive Review prepared and supported by the Municipality and County. In undertaking a Municipal Comprehensive Review, it shall be demonstrated that:</p> <ul style="list-style-type: none"> <li>i. There is a need for the conversion;</li> <li>ii. The Municipality will meet the employment forecasts articulated in the County of Lambton Official Plan;</li> <li>iii. The conversion will not adversely affect the overall viability of the employment area and the achievement of intensification or density targets or other policies of this Plan;</li> <li>iv. There is existing or planned infrastructure to accommodate the proposed use; The lands are not required over the long term for employment purposes for which they are designated; and,</li> <li>v. Cross-jurisdictional issues have been considered.</li> </ul>
250.	2.1	The following is added as the last paragraph:

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		<p>The Zoning By-law may contain Holding provisions which will be used where it is necessary to zone lands for development where the future land use has been sufficiently justified but where there are outstanding matters which cannot be handled through zoning and more specifically identified as:</p> <ul style="list-style-type: none"> <li>a) Water, wastewater and/or storm water servicing requirements;</li> <li>b) Road improvements or extensions;</li> <li>c) Dedication of lands for park purposes or payment of cash-in-lieu for park land dedication;</li> <li>d) Verification of suitable environmental site conditions;</li> <li>e) Special land use policies, including but not limited to policies to guide redevelopment or certain lands and/or policies to guide appropriate urban design;</li> <li>f) Phasing of development; or</li> <li>g) An Environmental Impact Study which determines specific measures to prevent impact on natural heritage features.</li> </ul>
251.	2.1.1	<p>Add the following as a new subsection:</p> <p><b><u>CONDITIONAL ZONING</u></b></p> <ul style="list-style-type: none"> <li>a) In accordance with Section 34 of the <i>Planning Act</i>, Council may, through a zoning amendment, impose one or more conditions on the use, erection or location of lands and/or buildings and structures that shall be fulfilled subsequent to approval of the amendment and must be fulfilled prior to the issuance of a building permit for development. Conditions that shall be imposed through a zoning by-law amendment shall be consistent with prescribed Provincial regulations and may include: a requirement to implement measures identified through the zoning amendment review, the provision of services and infrastructure and the protection of natural resources, built environments, sustainability, energy efficiency, and public health and safety.</li> <li>b) Council shall require the owner of land subject to a zoning amendment to enter into an agreement to implement, maintain and/or enforce a condition of zoning approval or to provide a time limit for completion of such</li> </ul>

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		<p>conditions. The agreement will be registered on title against the lands and will be enforced against the present and subsequent owners.</p> <p>c) Proposed changes to conditions subsequent to the decision of Council shall require a further zoning amendment.</p>
252.	<b>2.4</b>	This policy is deleted
253.	<b>3.3.7</b>	<p>Add in the following section:</p> <p><b>Pre-Consultation</b></p> <p>The Municipality shall require that adequate pre-consultation with the Municipality occurs prior to the submission of an application for development and shall encourage pre-consultation with other affected agencies such as the County and the Conservation Authority, where appropriate. The Municipality may require the provision of additional supporting information or material required to allow full consideration of the application. The scope of the information or material required for each application shall be determined by the Municipality and the County as part of the pre-consultation process;</p> <p>The Municipality and/or other affected agencies may require applicants for development applications to provide additional information or studies where any foreseeable impacts are associated with the proposed development including but not limited to environmental, transportation, infrastructure, cultural heritage, Planning Justification Report, Urban Design Analysis, Concept Plan, archaeology or other matters. All required reports and technical studies shall be carried out by Qualified Persons retained by and at the expense of the applicant. The Municipality may require a peer review of any report or study by an appropriate public agency or a professional consultant retained by the Municipality at the applicant's expense. In addition to Municipality requirements, the applicant shall ensure that all additional requirements as set out in the County of Lambton Official Plan are addressed. Applications for development approvals which are not accompanied by such studies or other information may be deemed to be incomplete for the</p>

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		<p>purposes of the Planning Act and the Municipality will not be obligated to process or further consider those incomplete applications.</p> <p>Applicants for development approvals will also be required to demonstrate compatibility of the proposal through the consideration of proposed elements such as:</p> <ul style="list-style-type: none"> <li>a) building height;</li> <li>b) building scale and massing;</li> <li>c) set-backs;</li> <li>d) integration with existing streetscape;</li> <li>e) traffic impacts;</li> <li>f) historical context of the site; and,</li> <li>g) size, number and location of units.</li> </ul>
254.	4.1	<p>The following is deleted:</p> <p>“Pursuant to the <i>Planning Act</i>, all lands within the Municipality of Brooke Alvinston are designated as a proposed site plan control area.”</p> <p>The following is added:</p> <p>The entire Municipality is a Site Plan Control Area. However, in order to avoid undue restrictions, certain classes of development or geographic areas will be exempted from Site Plan Control, as defined through the Site Plan Control By-law.</p>
255.	4.2	<p>“Council” is deleted in the third line (in both instances) and replaced with:</p> <p>the Municipality</p>
256.	10.1	<p>Delete the following in the first sentence: “unless they are bounded by roads or other physical or geographical barriers.”</p> <p>Add the following after the revised first sentence:</p> <p>Boundaries of land use designations coincide with distinguishable features such as roads, public laneways, utility corridors, railroads, watercourses, or other clearly defined physical features. In all other instances, boundaries</p>

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		of land use designations shall be determined by review of: existing zoning by-laws; prevailing lot depths; orientation of lot frontages; lot patterns; and land use patterns.
257.	<b>10.6.1 and 10.6.3</b>	Add the word “consents” to the list of applications subject to public participation.
258.	<b>11</b>	<p>This policy is added:</p> <p><b>Delegation Of Authority</b></p> <p>11.1 Council may, in accordance with the <i>Planning Act</i>, delegate approvals of matters stipulated in this Official Plan to a Committee of Council or an individual who is an officer, employee, or agent of the Municipality. Every delegation of approval shall be done through the passage of a delegation By-law by Council.</p> <p>11.2 The following approvals may be delegated in accordance with Policy 11.1 and subject to the policies of Section 11:</p> <ul style="list-style-type: none"> <li>a) Minor changes to zoning of a property or properties;</li> <li>b) Removal of “H” Holding provisions;</li> <li>c) Temporary use by-laws;</li> <li>d) Additional dwelling units;</li> <li>e) Approval of garden suites;</li> <li>f) Cash-in-lieu of parking agreements;</li> <li>g) Part Lot Control;</li> <li>h) Site Plan Control;</li> <li>i) Consents; and,</li> <li>j) Subdivisions.</li> </ul> <p>11.3 Every delegated approval decision shall comply to the policies and designations of the Official Plan.</p> <p>11.4 Delegated minor changes to zoning of a property or properties may be approved for:</p> <ul style="list-style-type: none"> <li>a) Siting, size and dimensions of buildings, structures, and similar uses;</li> <li>b) Off street parking and loading;</li> <li>c) Signs; and,</li> <li>d) Screening and landscaping.</li> </ul>



Item No.	Policy Number	Details of the Amendment
		<p>11.5 Where required, minor changes to zoning should be permitted which result in the appropriate development of the lands, have no detrimental impacts on adjoining properties, maintain the intent, policies, and principles of the Official Plan and the Zoning By-law, and have regard for the design principles and guidelines of this Plan and the Municipality, will generally be permitted.</p> <p>11.6 Delegation of approvals for minor changes in zoning should be established for the following:</p> <ul style="list-style-type: none"> <li>a) Low density residential homes or groupings of homes of 10 units or less;</li> <li>b) Additional dwelling units;</li> <li>c) Garden suites;</li> <li>d) Shared Housing;</li> <li>e) Tiny Homes; and,</li> <li>f) Small scale residential, industrial and commercial development.</li> </ul> <p>11.7 Delegation of approvals for minor changes in zoning should be established for the following applications:</p> <ul style="list-style-type: none"> <li>a) To implement an approved Site Plan;</li> <li>b) To implement Part Lot Control;</li> <li>c) To implement consents where there are no unresolved agency or community comments;</li> <li>d) To implement a Plan of Condominium where there are no unresolved agency or community comments; and,</li> <li>e) To implement subdivisions where there are no unresolved agency or community comments.</li> </ul>
259.	<b>12</b>	<p>The following policy is added:</p> <p><b>Land Acquisition</b></p> <p>Land may be acquired, held, and/or disposed of by the Municipality for the purposes of implementing any part of this Plan.</p>
260.	<b>13</b>	<p>The following policy is added:</p> <p><b>Interpretation of Maps, Schedules, Tables, and</b></p>

Item No.	Policy Number	Details of the Amendment
		<p><b>Appendices</b></p> <p>This Plan contains Schedules, Tables, Maps and Appendices. For the purposes of implementation:</p> <ul style="list-style-type: none"> <li>a) A Schedule is part of the policy framework and forms part of this Plan. Settlement Area boundaries on a Schedule are fixed and definitive;</li> <li>b) A Table is a summary of policy requirements in a graphic form and is part of this Plan;</li> <li>c) A Map is a visual guide or aid provided to assist the reader in understanding the geographic location or context of a policy and does not form part of this Plan; and,</li> <li>d) An Appendix is intended to provide policy context to the reader and does not form part of this Plan.</li> </ul>
261.	<b>14</b>	<p>The following policy is added:</p> <p><b>Guidelines</b></p> <p>In order to assist in good planning, improving planning service delivery for end users, and ensuring land use impacts are appropriately addressed, the Municipality may prepare guidelines and technical studies to assist with the implementation of this Plan. Implementation Guidelines are recognized as statements adopted by resolution of Council which detail the manner in which policies established in this Plan will be implemented. Implementation Guidelines will not be used as instruments to introduce new policy provisions that could be the basis for denying development applications under the <i>Planning Act</i>, or for interfering with the natural justice rights of landowners and the public.</p>
262.	<b>15</b>	<p>The following policy is added:</p> <p>Monitoring of the Official Plan implementation is an important approach to identify any issues or emerging opportunities with the Plan's implementation. Every year, a monitoring update report should be provided to Council that identifies:</p> <ul style="list-style-type: none"> <li>a) Growth in Housing and Employment</li> <li>b) Population Growth</li> <li>c) Updates on any decisions of the Ontario Land Tribunal</li> </ul>

Item No.	Policy Number	Details of the Amendment
		that impact the Official Plan.
263.	<b>16</b>	<p>The following policy is added:</p> <p><b>Community Planning Permit System</b></p> <p>The Community Planning Permit System allows the Municipality to address local planning issues integrating community goals with local character, planning for new development, and streamlining development approvals. The Community Planning Permit System addresses local planning issues and reflects local character and distinctiveness through the creation of a comprehensive vision for a particular area. The Community Planning Permit System enables consistency of planned outcomes a vision for the area to which it applies.</p>
264.	<b>16.1</b>	<p>The following policy is added:</p> <p>Applicability</p> <p>The entire Municipality of Brooke Alvinston is a Community Planning Permit System Area.</p>
265.	<b>16.2</b>	<p>The following policy is added:</p> <p>Objectives</p> <p>The objectives for the Community Planning Permit System for the Municipality are:</p> <ul style="list-style-type: none"> <li>a) Preserving the Municipality character and small-Municipality and rural community vision;</li> <li>b) Ensuring that new development is implemented consistent with the Municipality character and small-Municipality and rural vision;</li> <li>c) Ensuring high quality design of both private and public spaces in settlement areas;</li> <li>d) Protection and support for agricultural production;</li> <li>e) Streamlining the development approval process while providing certainty to built form and land uses; and,</li> <li>f) Ensuring a broad based community engagement</li> </ul>

Item No.	Policy Number	Details of the Amendment
		program is completed in the creation.
266.	<b>16.3</b>	<p>The following policy is added:</p> <p>Areas for Community Planning Permit System By-laws will be identified by Council.</p>
267.	<b>16.4</b>	<p>The following policy is added:</p> <p>Background Study</p> <p>Council will ensure a background study for a proposed Community Planning Permit Area is prepared. Consultation with the community, including stakeholder organizations and Indigenous communities, shall be required. At least one open house and statutory public meeting of Council shall be held. The background study will form the basis of the Community Planning Permit System By-law.</p>
268.	<b>16.5</b>	<p>The following policy is added:</p> <p>Elements in a By-law</p> <ul style="list-style-type: none"> <li>a) Community planning permit by-laws shall set out permissible uses and development standards with specified minimum or maximum limits.</li> <li>b) The Community Planning Permit By-Law may permit a use as a discretionary use, or permit a use not specifically listed as a permitted use in the Community Planning Permit By- Law, provided that the proposed use is similar to, and compatible with, the listed permitted uses; would have no negative impact on adjoining properties; and would maintain the intent, principles and policies of this Plan.</li> <li>c) The Community Planning Permit By-law may allow for defined variations to the standards and provisions outlined in the Community Planning Permit By-Law. Such variations will only be permitted if they are consistent with the policies of the Official Plan and the specific background study.</li> <li>d) Community planning permit by-laws may prohibit land uses.</li> </ul>

Item No.	Policy Number	Details of the Amendment
		<p>e) Community planning permit by-laws may exempt certain types of development from a permit.</p> <p>f) Community planning permit by-laws may include inclusionary zoning requirements.</p> <p>g) Community planning permit by-laws shall establish criteria to evaluate the use and development of land and may include one or more of the following, in addition to any other area specific criteria arising from the background study and community engagement:</p> <ul style="list-style-type: none"> <li>i. the built environment, such as, patterns of streets and blocks, the mix and location of land uses, the public realm, built form, and heritage resources;</li> <li>ii. the human environment, such as, housing, community and recreation services and facilities, parks and open spaces;</li> <li>iii. protection, restoration and enhancement of the natural environment;</li> <li>iv. transportation and municipal infrastructure and servicing; and,</li> <li>v. the appropriate phasing of development.</li> </ul> <p>h) The Community Planning Permit By-law may provide that a community planning permit may be issued to permit, as a discretionary use, an extension to a legal non-conforming use or change in use of a legal non-conforming use, provided that the proposal is desirable in order to avoid hardship; that it would have no negative impact on adjoining properties; and that it would maintain the intent, objectives, principles and policies of this Plan and the objectives of the By-law.</p>
269.	<b>16.6</b>	<p>The following policy is added:</p> <p>Complete application</p> <p>The Community Planning Permit By-law will specify requirements for a complete application in addition to the requirements of this Plan. These requirements shall be confirmed with the Municipality through a required pre-consultation meeting prior to the submission of an application for a permit. Pre-consultation will provide important information including the identification of required</p>

Item No.	Policy Number	Details of the Amendment
		<p>studies and/or reports in support of an application.</p> <p>All applications for permit are required to submit a full drawing and plan set which includes drawings that show plan, elevation and cross-section views for each building or structure to be erected and are sufficient to display:</p> <ul style="list-style-type: none"> <li>a) The massing and conceptual design of the proposed building,</li> <li>b) The relationship of the proposed building to adjacent buildings, streets, and exterior areas to which members of the public have access</li> <li>c) The provision of interior walkways, stairs, elevators and escalators to which members of the public have access from streets, and open spaces;</li> <li>d) Matters relating to exterior design, including but not limited to scale, appearance, and design features including pedestrian and cyclist access;</li> <li>e) Design elements on any adjoining highway under the Municipality's jurisdiction, including without limitation trees, shrubs, hedges, plantings or other ground cover, paving materials, street furniture, curb ramps, waste and recycling containers and bicycle parking facilities and any facilities designed to have regard for accessibility for persons with disabilities.</li> </ul>
270.	<b>16.7</b>	<p>The following policy is added:</p> <p>Conditions of Approval</p> <ul style="list-style-type: none"> <li>a) requiring that the development does not occur until municipal services are available to the site;</li> <li>b) providing adequate on-site and off-site service or road infrastructure and works as necessary to service the proposed development;</li> <li>c) conveying part of the land to the Municipality to the satisfaction of, and at no expense to, the Municipality for a parkland, public roads or transit right-of-way or providing cash-in-lieu of same;</li> <li>d) maintaining the removal of snow from access ramps and driveways, parking and loading areas and walkways;</li> <li>e) maintaining vegetation and landscaping;</li> <li>f) monitoring the impact of the development on the</li> </ul>

Item No.	Policy Number	Details of the Amendment
		<p>environment and adapting property management activities to mitigate any identified impacts;</p> <p>g) Implementing the recommendations of any technical reports submitted in support of the application;</p> <p>h) requiring that appropriate mitigation is undertaken prior to development occurring where site contamination or other environmental constraints are present and/or that satisfactory verification of suitable environmental site condition is received by the Municipality;</p> <p>i) requiring that any archaeological features are identified and appropriately protected prior to any site alteration or grading;</p> <p>j) Providing streetscape features within the municipal road allowance to implement streetscape guidelines established by Council.</p>
271.	<b>16.8</b>	<p>The following policy is added:</p> <p>Delegation</p> <p>Council may delegate to staff the approval or issuance of permits and execution of agreements. Limits on and criteria for such delegation will be established in the Community Planning Permit By- Law.</p>
272.	<b>16.9</b>	<p>The following policy is added:</p> <p>Agreement</p> <p>The Community Planning Permit by-law may require an applicant to enter into and register on title an agreement with the Municipality, enforceable against current and future owners, dealing with some or all of the conditions imposed on a development permit.</p>
273.	<b>16.10</b>	<p>The following policy is added:</p> <p>Financial Securities</p> <p>The Community Planning Permit by-law may require the applicant to provide financial security to ensure the satisfaction of any condition imposed on the permit and/or the completion and/or maintenance of the development.</p>

TABLE G – AMENDMENTS TO SCHEDULES, MAPS AND APPENDICES OF THE OFFICIAL PLAN

Item No.	Reference	Details of the Amendment
274.	Schedule A	<p>Natural Heritage Features and Hazard Areas are removed.</p> <p>Designation “Rural Area” changed to “Agricultural Area”.</p> <p>Roads Plan removed from Schedule A, Parts 1 and 2.</p> <p>Former Waste Disposal Sites are removed from Schedule A, Parts 1 and 2.</p>
275.	Part 1 to Schedule A	Lands designated “Restricted Rural Area” redesignated to “Agricultural Area”.
276.	Part 2 to Schedule A	<p>Natural Heritage Features and Hazard Areas are removed.</p> <p>Lands designated “Restricted Rural Area” redesignated to “Agricultural Area”.</p> <p>Lands within settlement area boundary along westside of Nauvoo Road south of Millpond Avenue redesignated to “Residential” from “Restricted Rural Area”.</p>
277.	Schedule B	Create new schedule “Natural Heritage” to identify Natural Heritage System and Natural Heritage Features.
278.	Schedule C	Create new schedule “Roads Plan”.
279.	Appendix 1	Create new appendix “Conservation Authority Regulated Areas” for the Regulation Limit for the Conservation Authority.
280.	Appendix 2	Create new appendix “Mineral Aggregate Resources” for Potential Aggregate Resource Areas identified as per County Official Plan Appendix Map B.
281.	Appendix 3	Create a new appendix “Source Protection Plans” as per County Official Plan Appendix Map A.
282.	Appendix 4	Create a new appendix “Waste Disposal Sites”.



**PART C – APPENDIX**

## APPENDIX 1 – Planning Report

## APPENDIX 2 – Public Meeting Minutes

**MUNICIPALITY OF BROOKE-ALVINSTON**  
**OCTOBER**

<b><u>PERMITS</u></b>				<b><u>TYPE</u></b>
<b><u>ISSUED</u></b>	<b><u>OWNER/CONTRACTOR</u></b>	<b><u>LOCATION</u></b>	<b><u>FEE</u></b>	<b><u>VALUE</u></b>
BP-23-021	Dan MacRae, owner 7523 Petrolia Line Alvinston, (erect single family dwelling) Cont: Agri Urban Buildings Inc Oct 2/2023 <b>120-040-03200</b>	7523 Petrolia Line Con 10, Pt Lot 14	1,500.00	Res/Con 450,000 3440' <sup>2</sup>
BP-23-022	Dan MacRae, owner 7523 Petrolia Line Alvinston, (demolish existing dwelling) Cont: Agri Urban Buildings Inc Oct 3/2023 <b>120-040-03200</b>	7523 Petrolia Line Con 10, Pt Lot 14	225.00	Res/Dem 15,000
BP-23-037	Kucera Group, owner 3212 Nauvoo Rd, Alvinston (erect new entrance addition with interior renovations to existing parts and office space, demolish existing office area) Cont: Steve Barnier, Oct 5/2023 <b>140-010-44000</b>	3212 Nauvoo Rd Plan 15, Pt Lots 27 to 30, RP25R7367, Pt 1	1,950.00	Com/Add 1,130,000 31,215' <sup>2</sup>
BP-23-038	Daniel Minten, owner 7830 Lasalle Line, Watford (demolish existing dwelling) Cont: owner, Oct 11/2023 <b>120-050-08500</b>	7830 Lasalle Line Con 13, Pt Lot 16	225.00	Res/Dem 10,000
BP-23-039	Calvin Schouten, owner 8547 Lasalle Line, Watford (erect feed storage shed) Cont: owner, Oct 3/2023 <b>120-050-07000</b>	8525 Lasalle Line Con 12, Lot 24 EXC RP25R164, Pt 4	750.00	Agr/Con 30,000 400' <sup>2</sup>
BP-23-040	1499031 Ont. Ltd, owner 2634 Inwood Rd, Inwood (erect agricultural drive shed) Cont: owner, Oct 13/2023 <b>120-010-12100</b>	2634 Inwood Rd Con 3, S Pt Lot 4	750.00	Agr/Con 450,000 14,400' <sup>2</sup>

**MUNICIPALITY OF BROOKE-ALVINSTON**  
**OCTOBER**

<b><u>PERMITS</u></b> <b><u>ISSUED</u></b>	<b><u>OWNER/CONTRACTOR</u></b>	<b><u>LOCATION</u></b>	<b><u>FEE</u></b>	<b><u>TYPE</u></b> <b><u>VALUE</u></b>
BP-23-041	David Buurma, owner 7162 Lasalle Line, Watford, (erect storage shed) Cont: Lekker Homes Oct 5/2023 <b>120-050-12600</b>	8123 Churchill Line Con 14, Pt Lot 20	750.00	Agr/Con 1,000,000 26,651' <sup>2</sup>
BP-23-042	Craig Sanders, owner 8774 Lasalle Line, Watford (erect rear addition to existing dwelling) Cont: owner Oct 17/2023 <b>120-050-05100</b>	8988 Petrolia Line Con 11, E Pt Lot 28 EXC RP25R239, Pt 17	950.00	Res/Add 100,000 732' <sup>2</sup>
BP-23-044	Joe Hughson, owner 2280 Ebenezer Rd, Alvinston, (erect addition to existing storage shed) Cont: owner, Oct 26/2023 <b>120-010-03200</b>	2280 Ebenezer Rd Con 1, Pt Lots 11, 12 RP25R1651, Pt 1	750.00	Agr/Add 120,000 7997' <sup>2</sup>

# LAMBTON GROUP POLICE SERVICES BOARD MEETING MINUTES

Location: OPP Headquarters, Petrolia  
 Date: Wednesday, August 23, 2023  
 Time: 3:00 pm  
 Session: #4/2023



LAMBTON GROUP  
POLICE SERVICES  
BOARD

## Present:

Doug Cook, Member (Vice Chair) – Municipal Partner  
 Pat Brown, Member – Municipal Partner  
 Shirley Durance, Member – Provincial Appointee  
 John McCharles, Member – Provincial Appointee  
 Greg Nemcek, Member – Community Member at Large

## Non Voting Members:

Inspector Chris Avery, O.P.P Representative  
 Mandi Pearson, Secretary

## Regrets:

Staff Sgt. Erica VanRoboys, O.P.P Representative  
 Staff Sgt. Rick Matheson, O.P.P Representative

## Guests:

- Mr. Tony Commisso, Intact Insurance

## Members of the Public:

- Mayor Gary Atkinson, Plympton-Wyoming
- Terry Bridge, Press

## 1. Call to Order

- Greg Nemcek-Chair called the meeting to order at 3:00 pm.

## 2. Declaration of Conflict of Interest

- None Declared

**3. Adoption of the Agenda**

a) Session 4, 2023

Moved By: Doug Cook

Seconded By: Pat Brown

*THAT the agenda for Session 4/2023 dated August 23, 2023 be adopted as presented.*Carried**4. Minutes of Previous Meeting**

a) Session 3, June 2023

Moved By: John McCharles

Seconded By: Shirley Durance

*THAT the minutes of Session 3/2023 dated June 21, 2023 be adopted as circulated.*Carried**5. Business Arising from Minutes**

- None

**6. Detachment Report**

a) Inspector. Chris Avery reviewed the May and June 2023 policing report.

Moved By: Doug Cook

Seconded By: John McCharles

*THAT Inspector Avery's detachment report be adopted as presented.*Carried*Additional/statistical information available in OPP Monthly Report (forwarded electronically to municipal partners and posted to LGPSB website).***7. Member's Report**

Session: #4/2023  
Page 2 of 6

a) Greg Nemcek, Chair

i) Update on transition to Chair

- Truly enjoying the position of chair so far, continuing to learn and familiarize with policing;
- Encourage any member to reach out, and also welcome feedback of any form.

b) Mandi Pearson, Secretary

i) Response from Michael Bach's talent agency (follow up from June meeting)

- Member McCharles' was able to be in touch with Mr. Bach directly and he has interest in participating in an event in Lambton.
- Member McCharles will continue to research and reach out with an update to come at the fall meeting.

c) Other Members

- i) Pat Brown – His Council (St.Clair Twp.) has requested that he forward concerns regarding vandalism at CAP Park in Corunna.

## 8. Correspondence

a) *OPP News Release*

- DRIVER ARRESTED AFTER SINGLE VEHICLE COLLISION
- DISQUALIFIED DRIVER ARRESTED AND CHARGED
- DRIVER ARRESTED DURING RIDE CHECKPOINT
- OPP Cadet Program is Hiring Province Wide!
- -UPDATE #3-HOMICIDE INVESTIGATION IN LAMBTON COUNTY
- 'SEXTORTION' SCAM IN LAMBTON COUNTY
- TRAFFIC STOP RESULTS IN IMPAIRED CHARGE
- RIDE PROGRAM RESULTS IN IMPAIRED CHARGE
- INTIMATE PARTNER VIOLENCE INVESTIGATION RESULTS IN CHARGE
- INDIVIDUAL FACING POSSESS STOLEN PROPERTY CHARGE
- LAMBTON OPP WELCOMES NEW FOUR-LEGGED ADDITION
- INDIVIDUAL ARRESTED AFTER SUSPICIOUS FIRES
- DRIVER ARRESTED AFTER FLEEING FROM POLICE



Moved By: Doug Cook  
 Seconded By: Pat Brown

*THAT the correspondence items as listed be received and filed, with note that it is greatly appreciated to receive this information.*

Carried

## 9. Accounts/Finance

### a) Accounts

Moved By: Shirley Durance  
 Seconded By: John McCharles

*THAT the accounts as listed for June and July approved for payment, with amendment to reflect payment to Shirley Durance as being for Conference reimbursement and Jan – Jun mileage.*

Carried

### b) CIBC Interest Allocation Report – June 2023

### c) 2022 Year End reports

- Prepared by County of Lambton Finance

Moved By: Shirley Durance  
 Seconded By: John McCharles

*THAT the 2022 Year end reports, as prepared by County of Lambton finance be approved as presented.*

Carried

### d) 2022 Financial Statement

- Prepared by BDO, Sarnia

Moved By: Shirley Durance  
 Seconded By: Doug Cook

*THAT the 2022 Financial statements, as prepared by BDO be approved as presented.*

Carried

## 10. Public Input

- None

## 11. Other Business

### a. Intact Insurance

- i) Mr. Tony Commisso, Regional Manager | Liability Abuse Coverage and any other insurance inquiry

### Current Policy Coverage:

- Property Insurance Coverage
- Abuse Liability Coverage
- Board Liability - general liability
- Errors & Omissions
- Personal vehicle protection (after personal insurance exhausted)
- All Board members, have a Life Insurance Policy, including OPP appointed members

Board members requested additional explanation for

- Property Insurance Coverage
  - The LGPSB does not have any real property attached to it, the OPP Headquarters are where meetings and meeting furnishings are held, and all members have personal devices nothing is board appointed or purchased – is this coverage necessary?
    - Mr. Commisso noted that with that update the policy can be reduced.
- Abuse Liability Coverage
  - Mr. Commisso note that this coverage is related to risk exposure around long term care facilities, Children’s Aid. Etc.. involvement and or allegations around abuse related matters in such facilities
    - The LGPSB does not truly run into these situations, as where some PSB’s in larger centres would

Moved By: Doug Cook

Seconded By: John McCharles

***THAT the Lambton Group Police Services Board request that Intact Public Entities update the board insurance policy to remove coverage for property and abuse liability.***

Carried

**12. Adjournment**

Moved By: Shirley Durance

Seconded By: Pat Brown

***THAT Session #4 of 2023 be adjourned until the next scheduled meeting on October 18, 2023 or at call of the Chair.***

Carried

Meeting adjourned at: 3:50 pm

**Next Regular Meeting: Wednesday, October 18,2023 at 3:00 p.m.**

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Chair  
Greg Nemcek

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Secretary  
Mandi Pearson

# LAMBTON GROUP POLICE SERVICES BOARD



LAMBTON GROUP  
POLICE SERVICES  
BOARD

**Mailing Address:**

PO BOX 273 | Petrolia, Ontario | N0N 1R0

**Website:** [www.lgpsb.ca](http://www.lgpsb.ca)

**e-mail:** [info@lgpsb.ca](mailto:info@lgpsb.ca)

## MEETING HIGHLIGHTS

of

August 2023

1. Inspector Chris Avery, welcomed and introduced Superintendent Pete Lebtrot as a guest to this months meeting.
2. Staff Sgt. Erica VanRoyboys summarized activities including the May and June 2023 policing report: *Additional/statistical information available in OPP Monthly Report (forwarded electronically to municipal partners and posted to LGPSB website).*
3. The Board received an update from Member McCharles regarding a proposed fundraiser with Mr. Michael Bach. Unfortunately after further investigation the event would be too cost prohibitive, even with sponsorships.
4. Board Chair, Greg Nemcek provided an update that there has been an additional \$120K enhancement payment received from the province towards the MCRT program.
5. The Board reviewe and adopted the 2024 budget.

**Next Regular Meeting: Wednesday, December 20, 2023 at 3:00 p.m**

**Contact:**

Greg Nemcek

Chair

[lgpsb.chair@gmail.com](mailto:lgpsb.chair@gmail.com)

<b>Revenue</b>						
Account Name	2023 Budget	2023 Year to date Actual	2023 Forecast	2023 Total	Variance	
LGPSB Prov Grant-Vulnerable MHRT	\$ 126,410.00	\$ -	\$ 63,159.02	\$ 63,159.02	\$ (63,250.98)	
LGPSB Prov Grant-R.I.D.E.		\$ 14,709.12	\$ -	\$ 14,709.12	\$ 14,000.00	
LGPSB Prov Grant-C.S. Prisoner Transport	\$ 25,000.00	\$ 5,512.00	\$ 16,635.00	\$ 22,147.00	\$ (2,853.00)	
LGPSB Prov Grant-Project 1-in-3	\$ 256,786.00	\$ -	\$ 200,402.67	\$ 200,402.67	\$ (56,383.33)	
LGPSB Federal Grants	\$ -	\$ -	\$ -	\$ -	\$ -	
LGPSB Other Municipalities	\$ 9,256,845.00	\$ 7,394,883.40	\$ 1,478,976.68	\$ 8,873,860.08	\$ (382,984.92)	
LGPSB F&S Chgs-Insurance Reports	\$ 70,000.00	\$ 56,963.28	\$ 17,151.47	\$ 74,114.75	\$ 4,114.75	
LGPSB Investment Income-CKLAG	\$ 9,000.00	\$ 33,019.06	\$ 10,718.31	\$ 43,737.37	\$ 34,737.37	
LGPSB Other Revenue		\$ -	\$ -	\$ -	\$ -	
LGPSB Other Revenue-Charge to Members	\$ 69,000.00	\$ 57,500.10	\$ 11,500.02	\$ 69,000.12	\$ 0.12	
LGPSB Other Revenue-Recoveries Prior Yrs	\$ 126,202.00	\$ -	\$ -	\$ -	\$ (126,202.00)	
LGPSB Other Revenue-Surplus		\$ -	\$ -	\$ -	\$ -	
LGPSB Transfer from Reserve		\$ -	\$ -	\$ -	\$ -	
<b>Total Revenue:</b>	<b>\$ 9,939,243.00</b>	<b>\$ 7,562,586.96</b>	<b>\$ 1,798,543.17</b>	<b>\$ 9,361,130.13</b>	<b>\$ (578,821.99)</b>	
<b>Expenditures</b>						
LGPSB Wages-Honorarium	\$ 7,179.70	\$ -	\$ 5,454.00	\$ 5,454.00	\$ 1,725.70	
LGPSB Building Rent	\$ 110,167.20	\$ 75,864.00	\$ 25,288.00	\$ 101,152.00	\$ 9,015.20	
LGPSB Building Repair/Mitce	\$ -	\$ -	\$ -	\$ -	\$ -	
LGPSB Adm-Janitorial	\$ 25,000.00	\$ 14,702.32	\$ 7,351.16	\$ 22,053.48	\$ 2,946.52	
LGPSB Adm-Travel	\$ 3,000.00	\$ 4,046.02	\$ -	\$ 4,046.02	\$ (1,046.02)	
LGPSB Adm-Training	\$ 1,000.00	\$ 18.73	\$ -	\$ 18.73	\$ 981.27	
LGPSB Adm-Memberships	\$ 3,200.00	\$ 3,586.96	\$ -	\$ 3,586.96	\$ (386.96)	
LGPSB Adm-Postage & Courier	\$ 120.00	\$ 176.90	\$ 50.00	\$ 226.90	\$ (106.90)	
LGPSB Adm-Office Supplies	\$ 33.10	\$ -	\$ -	\$ -	\$ 33.10	
LGPSB Adm-Bank Charges	\$ -	\$ -	\$ -	\$ -	\$ -	
LGPSB Adm-Accounting Fees	\$ 3,200.00	\$ 1,913.09	\$ 1,221.12	\$ 3,134.21	\$ 65.79	
LGPSB Adm-Insurance Fees	\$ 7,600.00	\$ -	\$ 10,230.00	\$ 10,230.00	\$ (2,630.00)	
LGPSB Adm-Miscellaneous	\$ 3,500.00	\$ 3,234.98	\$ 977.13	\$ 4,212.11	\$ (712.11)	

LGPSB Adm-Amortization Expense	\$ 1,800.00	\$ -	\$ 1,800.00	\$ 1,800.00	\$ -
LGPSB Adm-Audit Fees	\$ 7,200.00	\$ 9,173.42	\$ -	\$ 9,173.42	\$ (1,973.42)
LGPSB PS-Contract-General					
LGPSB S.D.-Provincial Contract	\$ 9,256,845.00	\$ 5,915,904.00	\$ 2,957,952.00	\$ 8,873,856.00	\$ 382,989.00
LGPSB S.D.-R.I.D.E. Program		\$ 14,709.12	\$ -	\$ 14,709.12	\$ (14,709.12)
LGPSB S.D.-Programs - MHRT	\$ 126,410.00	\$ 63,159.02		\$ 63,159.02	\$ 63,250.98
LGPSB S.D.Programs-CSP Priorities 1-in-3	\$ 256,786.00	\$ 200,402.67		\$ 200,402.67	\$ 56,383.33
LGPSB Transfer to Reserve	\$ 126,202.00	\$ -	\$ -	\$ -	\$ 126,202.00
<b>Total Expenses:</b>	<b>\$ 9,939,243.00</b>	<b>\$ 6,306,891.23</b>	<b>\$ 3,010,323.41</b>	<b>\$ 9,317,214.64</b>	<b>\$ 622,028.36</b>
Surplus/(Deficit):	\$ -	\$ -	\$ -	\$ 43,915.49	\$ 43,206.37

Revenue and Expense should net to zero	
LGPSB Vulnerable MHRT	\$ -
LGPSB R.I.D.E.	\$ 28,709.12
LGPSB Project 1-in-3	\$ (112,766.66)
LGPSB Provincial Contract	\$ 4.08
	\$ (765,973.92)

	Remarks
2024 Budget	
126,410	year 2 of 5 for set funding
14,000	
10,000	As per province (reduction due to online hearings/court efficiencies)
248,412	year 2 of 5 for set fundig
0	
9,057,239	as per contract costs
70,000	Detachment revenues (emails come 2 months after quarter-end)
30,000	
82,164	
<b>9,638,225</b>	

	Remarks
13,000	increased board compositin in 2024
102,164	per contract with St.Clair Township - 1% increase per year (2017-2026);
0	
24,300	
10,000	increased board compositin in 2024
5,000	increased board compositin in 2024
4,000	
300	
100	
0	
3,200	
11,300	
5,000	

1,800
12,000 assuming 30% increase again
0
9,057,239
14,000
126,410
248,412
0
<b>9,638,225</b>

\$

-

\$
\$
\$
\$



**LAMBTON GROUP POLICE SERVICES BOARD**  
**2024 Annual Recovery by Municipality**

Based on OPP information package dated September 26, 2023

Municipality	2024		2022 Reconciliation		Current Deficit		Total 2024	
	Annual	Monthly	Annual	Monthly	Annual	Monthly	Annual \$	Monthly
Brooke Alvinston	382,994	31,916.17	7,430	619.17	3,444	287.03	393,868	32,822.36
Dawn-Euphemia	321,839	26,819.92	11,611	967.58	2,894	241.20	336,344	28,028.70
Enniskillen	419,983	34,998.58	75,745	6,312.08	3,777	314.75	499,505	41,625.42
Lambton Shores	2,761,907	230,158.92	214,210	17,850.83	24,839	2,069.90	3,000,956	250,079.65
Oil Springs	99,875	8,322.92	1,691	140.92	898	74.85	102,464	8,538.68
Petrolia	1,088,442	90,703.50	21,317	1,776.42	9,789	815.73	1,119,548	93,295.65
Plympton Wyoming	1,147,173	95,597.75	20,332	1,694.33	10,317	859.74	1,177,822	98,151.82
St. Clair	2,250,309	187,525.75	38,640	3,220.00	20,238	1,686.49	2,309,187	192,432.24
Warwick	584,717	48,726.42	1,972	164.33	5,259	438.21	591,948	49,328.96
<b>Sub-Total</b>	<b>9,057,239</b>	<b>754,769.92</b>	<b>392,948</b>	<b>32,745.67</b>	<b>81,455</b>	<b>6,787.90</b>	<b>9,531,642</b>	<b>794,303.48</b>
Difference	0		6		0			
<b>Total</b>	<b>9,057,239</b>		<b>392,954</b>		<b>81,455</b>		<b>794,303.48</b>	





MUNICIPALITY OF SHUNIAH

# COUNCIL RESOLUTION

Resolution No.: 399-23

Date: Nov 14, 2023

Moved By: 

Seconded By: 

WHEREAS excessive noise resulting from the operation of moving vehicles falls under the jurisdiction of the Highway Traffic Act, R.S.O. 1990, c. H.8. ("Highway Traffic Act") which is enforced by provincially appointed officers;

AND WHEREAS municipalities, including the Municipality of Shuniah, have received complaints from residents regarding noises associated with the use of engine retarder brakes on heavy vehicles;

AND WHEREAS the Ministry of Transportation recommends the use of engine braking in certain circumstances, such as the downgrade located on Spruce River Road to avoid overheating brakes, and as a form of backup brake if brakes fail;

AND WHEREAS a higher engine noise is typically emitted for a short period of time (e.g., ten (10) to thirty (30) seconds), depending on the vehicle's speed and vehicles may make a loud "chattering" or "jackhammer" exhaust noise when this braking system is engaged;

AND WHEREAS this noise can be amplified if the vehicle has no muffler or an improper muffling system;

AND WHEREAS noise emissions from commercial vehicles form part of the Ministry of Transportation's inspection process;

AND WHEREAS installation of "courtesy" signs that request the drivers to limit the use of loud compression style brakes are difficult to enforce and there is evidence of these types of signs not being beneficial;

BE IT RESOLVED THAT the Province of Ontario be requested to enhance enforcement for deficient muffler systems to address concerns around excessive and unnecessary noise from engine brakes.

FURTHER BE IT RESOLVED THAT a copy of this motion be forwarded to Premier Doug Ford, Minister of Transportation Prabmeet Sarkaria, MPP Kevin Holland, MP Marcus Powlowski, MPP Lise Vaugois, and MP Patty Hajdu.

- Carried
- Defeated
- Amended
- Deferred

  
Signature

Municipality of Shuniah, 420 Leslie Avenue, Thunder Bay, Ontario, P7A 1X8



The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, November 7, 2023

Resolution # RC23265	Meeting Order: 10
Moved by: <i>Cathy Farnon</i>	Seconded by: <i>J. Mal</i>

**WHEREAS** Canada has 90,000 volunteer firefighters who provide fire and all hazard emergency services to their communities; in addition, approximately 8,000 essential search and rescue volunteers respond to thousands of incidents every year; and

**WHEREAS** many of these individuals receive some form of pay on call, an honorarium, or are given some funding to cover expenses, but they do not draw a living wage from firefighting; and;

**WHEREAS** without volunteer firefighters and search and rescue volunteers, thousands of communities in Canada would have no fire and emergency response coverage; and;

**WHEREAS** in 2013, the federal government initiated a tax credit recognizing these individuals, and calling on the federal government to increase this tax credit from \$3,000 to \$10,000; and;

**WHEREAS** volunteer firefighters account for 71% of Canada's total firefighting essential first responders;

- The tax code of Canada currently allows volunteer firefighters and search and rescue volunteers to claim a \$3,000 tax credit if 200 hours of volunteer services were completed in a calendar year;
- This works out to a mere \$450 per year, which we allow these essential volunteers to keep of their own income from their regular jobs, \$2.25 an hour;
- If they volunteer more than 200 hours, which many do, this tax credit becomes even less;
- These essential volunteers not only put their lives on the line and give their time, training and efforts to Canadians, but they also allow cities and municipalities to keep property taxes lower than if paid services were required;

*p.2...*

This document is available in alternate formats.



The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

- It would also help retain these volunteers in a time when volunteerism is decreasing.

**THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of Wawa call upon the Government of Canada to support Bill C-310 and enact amendments to subsections 118.06 (2) and 118.07 (2) of the Income Tax Act in order to increase the amount of the tax credits for volunteer firefighting and search and rescue volunteer services from \$3,000 to \$10,000; and;

**FURTHERMORE THAT** a copy of the resolution be shared with the Association of Fire Chiefs of Ontario, Algoma Mutual Aid Association, Association of Municipalities of Ontario and all Ontario municipalities.

RESOLUTION RESULT		RECORDED VOTE	
<input checked="" type="checkbox"/>	CARRIED	MAYOR AND COUNCIL	YES NO
<input type="checkbox"/>	DEFEATED	Mitch Hatfield	
<input type="checkbox"/>	TABLED	Cathy Cannon	
<input type="checkbox"/>	RECORDED VOTE (SEE RIGHT)	Melanie Pilon	
<input type="checkbox"/>	PECUNIARY INTEREST DECLARED	Jim Hoffmann	
<input type="checkbox"/>	WITHDRAWN	Joseph Opato	

**Disclosure of Pecuniary Interest and the general nature thereof.**

- Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

Clerk: \_\_\_\_\_

MAYOR - MELANIE PILON	CLERK - MAURY O'NEILL

This document is available in alternate formats.



**From the Office of the Clerk**  
 The Corporation of the County of Prince Edward  
 T: 613.476.2148 x 1021 | F: 613.476.5727  
 clerks@pecounty.on.ca | www.thecounty.ca

November 17, 2023

Please be advised that during the regular Council meeting of November 14, 2023 the following motion regarding support for the Province to stop the Ministry of the Environment, Conservation and Parks (MECP) proposal to expand the use of the permit-by-rule to waste management systems, storm water management systems, and certain water taking activities was carried:

**RESOLUTION NO. 2023-569**

**DATE: November 14, 2023**

**MOVED BY: Councillor Maynard**

**SECONDED BY: Councillor Roberts**

**WHEREAS** the Municipality, in support of the Quinte Conservation Authority, actively supports the Source Water Protection Program, as part of local efforts to implement the Clean Water Act, 2006 and its regulations to protect local municipal drinking water sources;

**AND WHEREAS** the Ministry of the Environment, Conservation and Parks (MECP) is proposing to expand the use of the permit-by-rule to waste management systems, stormwater management systems, and certain water taking activities;

**AND WHEREAS** In 2018, Bill 68, the Open for Business Act was passed, whereby it legislated that less complex activities that pose low-risk to the environment should not be required to go through the approval process and instead, should self-register on the Environmental Activity and Sector Registry (EASR);

**AND WHEREAS** Quinte Conservation Authority has outlined in their October 24, 2023 report to their Board, that the activities proposed to move to the EASR may pose too much risk to drinking water, and can pose threats to human health and the environment;

**AND WHEREAS** Quinte Conservation Authority noted the source water protection concern generally lies in the fact the Ministry will no longer undertake an up-front detailed review of applications related to the specified activities, thereby potentially weakening regulatory oversight;

**AND WHEREAS** the specified activities, which have the potential to cause significant adverse impacts to the natural environment and human health will no



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longer be subject to public and site-specific scrutiny prior to commencing operation in Ontario;

**THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of Prince Edward County supports the concerns outlined by Quinte Conservation Authority and urges the Provincial government to stop the Ministry of the Environment, Conservation and Parks (MECP) proposal to expand the use of the permit-by-rule to waste management systems, stormwater management systems, and certain water taking activities; and

**THAT** this resolution be sent to Premier Doug Ford, Todd Smith, Bay of Quinte M.P.P. and Andrea Khanjin, Minister of the Environment, Conservation and Parks; and

**THAT** this resolution be shared with all 444 municipalities in Ontario, The Federation of Canadian Municipalities (FCM), The Association of Municipalities Ontario (AMO), The Eastern Ontario Wardens' Caucus (EOWC) and all Ontario Conservation Authorities.

**CARRIED**

Yours truly,

Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor Roberts, Councillor Maynard and Marcia Wallace, CAO



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Employee / BFR Member Recognition  
**Meeting:** Council - 23 Nov 2023  
**Department:** Administration  
**Staff Contact:** Janet Denkers, Clerk Administrator

### **Recommendation:**

**That this report be received and filed.**

### **Background:**

The Municipality recognizes yearly the milestone years employees and members of Brooke Fire Rescue dedicate to the operation of the Municipality.

### **Comments:**

In 2023, we are able to recognize the following Employee / Brooke Fire Rescue member(s):

Darlene Paolucci - Administration office - 10 years  
Kris Redick - Brooke Fire Rescue - 25 years (retired)  
Scott McKellar - Brooke Fire Rescue - 35 years

### **Financial Considerations:**

Recognition acknowledgement is budgeted yearly.



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Committee of Adjustment Vacancy  
**Meeting:** Council - 23 Nov 2023  
**Department:** Clerks  
**Staff Contact:** Janet Denkers, Clerk Administrator

### Recommendation:

**That an advertisement be prepared requesting applicants to fill the vacant position on the Committee of Adjustment effective February 2024 with a closing date of January 5, 2024; and that the Clerk Administrator and two members of the County of Lambton Planning Department interview the qualified candidates; and that a recommendation for a new member be discussed at the January 11, 2024 regular session of Council.**

### Background:

The Municipal Committee of Adjustment is comprised of five (5) members. Two are appointed Council members and three (3) are members of the public.

### Comments:

Each member of the public is appointed for a three year term in order that the committee maintains consistency over the years and current members will retain experience amongst them. Members of the public can serve up to two consecutive terms.

The current committee members are:

Councillor Don McCabe  
 Councillor Craig Sanders  
 Christa Sawyer      appointed until Feb. 2024  
 Simon Lee            appointed until Feb. 2025  
 Ken McGugan        appointed until Feb. 2026

### Financial Considerations:

Advertising costs are only considerations at this time.





## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Fire Committee Quarterly Report  
**Meeting:** Council - 23 Nov 2023  
**Department:** Fire Department  
**Staff Contact:** Steve Knight, Fire Chief

### Recommendation:

Quarterly report to receive, discuss and file.

### Background:

Quarterly Fire Committee meeting - Fire Chiefs report

### Comments:

#### 1. **Emergency Responses** - July 20, 2023 - October 31, 2023

See Appendix 1 for complete response data.

#### 2. **Training**

- BFR in house training
  - In- station training focus remains on firefighting fundamentals
  - Attendance level is satisfactory with 80% of members above the minimum standard.
  - Pumper 3 replacement – all members of the department **must** attend a driver training and pump operations training in preparation for the new pumper being in service is being conducted. This is mandated training and members have been instructed that they cannot drive or operate the new apparatus until they have completed both sessions.
  - Recruit Training
  - Recruit training program concludes on November 15, 2023
  - 4 new recruits have finished the course of study including live fire training at the Lambton College Fire School
  - Ontario Seal Program
    - Mandatory Provincial Certification legislation has provided this option for firefighters employed prior to June 30, 2021
    - BFR will be training all its firefighters to the standards in the Ontario Seal program through the regular scheduled training and additional specialties (pump operations, hazmat awareness, vehicle extrication, etc.) including written testing and skills evaluations conducted by Provincial evaluators within the window of opportunity until June 30, 2026.

- Officers must attend the Ontario Seal Team Lead to maintain Officer status.

### 3. Personnel

- Attendance at training and truck checks is still above 80%
- Brooke Fire roster is 27 firefighters, 3 Auxiliary and 3 Student Firefighters.
- VFIS renewal has been submitted.
- 4 new recruits will be moved into regular status effective November 15, 2023
- Additional hiring will take place in 2024.

### 4. Radio System

- Upgrades to the radio system in advance of the switch to Sarnia dispatch have occurred. Tentative changeover date is mid November.

### 5. Fire Prevention and Public Education

Numerous events were presented since July 2023.

- Inwood Library - [Public Fire Safety information](#)
- Inwood United Church - Public Fire Safety information
- BAIW Fall Fair – information table.
- Alvinston Library – story time
- Open House – demonstrations and takeaways

### 6. Enbridge Project Zero

- Through Safe Community Project Zero, Enbridge Gas and Ontario fire officials seek to eliminate fire, CO-related deaths across the province.
- To support the community they serve, Brooke Fire Rescue has distributed 84 combination smoke and carbon monoxide alarms to residents of Alvinston, Inwood and Brooke Township.
- The alarms were provided through Safe Community Project Zero, an Enbridge Gas public education campaign delivered in partnership with the Fire Marshal's Public Fire Safety Council (FMPFSC) to promote the installation of smoke and carbon monoxide alarms in homes in Ontario communities where Enbridge operates. Always committed to safety first, Enbridge Gas developed the program to bring fire and carbon monoxide-related deaths down to zero.
- Brooke Fire Rescue acknowledged the contribution of combination smoke and CO alarms by Enbridge in three public education events that included participation in a Fire safety presentation for community members at the Shiloh Inwood United Church in September, at the annual Open House at the Alvinston Fire Station on Nauvoo Road on Saturday October 7, 2023, to coincide with Fire Prevention Week.
- Open House activities included fire hall tours, kitchen fire demonstrations and the presentation of fire prevention information by Brooke Fire members. Attendees toured the Lambton County Fire Prevention Association Fire Safety trailer, operated a fire extinguisher simulator, and enjoyed a free hot dog lunch. Attendees included families, the Mayor, and Councillors from Brooke Alvinston. The highlight of the open house was that 52 families attending were able to leave with a free combination CO and smoke alarm generously provided by Enbridge as part of the Project Zero program.
- The third event was participation at the Alvinston Killer Bees Hockey Club First Responder Appreciation night on Friday November 10, 2023. As part of the activities planned, the first 32 families attending received a combination smoke/CO alarm generously provided by Enbridge as part of the Project Zero program.

## 7. Pumper 3 Replacement

- Final inspection of the truck in Centreville on October 6th, delivery on October 23rd.
- A 'push in' ceremony will be held on Saturday November 25th, formal invitation to the ceremony to follow later this week.

## 8. Equipment

- Annual inspections on all apparatus completed in October.

## 9. Fire Service Agreement

- Bylaw 48 of 2023 – passed at Brooke Council on October 26, 2023, new 3-year agreement begins January 1, 2024

## 10. Financial Considerations

- All purchasing through budgeted funds.

Submitted electronically – Steve Knight, Fire Chief

### Financial Considerations:

Through budgeted funds.

### Relationship to Strategic Plan:

In line with the requirements of the Strategic plan.

### ATTACHMENTS:

[App 1 - 2023 call data Q3 + 4](#)

**BFR Response Data 2023 - July-October**

Firepro response number	date	BFR file number	address	type of response	fire area	former dept sub area	time of day	number of responders	chute time	response time	distance from fire hall (km)*	total response time
23-030	July 20	2023-36	3273 Walnut St	natural gas leak	BA	Alvinston	16:51	11	4:00	2:00	1 km (2min)	6:00
23-031	july 21	2023-37	3201 Park St	tree on fire	BA	Inwood	7:35	8	3:30	8:53	12.6 km (10 min)	12:23
23-032	july 21	2023-38	3115 River St	hydro wires on fire	BA	Alvinston	20:21	12	3:10	2:23	1.1 km (2 min)	5:33
23-033	july 22	2023-39	5040 Underpass Rd	mutual aid - water and manpower	warwick	N/A	15:58	10	1:14	9:25	14.9 km (11 min)	10:39
23-034	july 22	2023-40	5768 Nauvoo Rd	mutual aid - water and manpower	watford	N/A	19:32	11	cancelled			
23-035	july 23	2023-41	7906 Railroad Line	smoke alarm	BA	Alvinston	9:50	14	3:57	1:43	1 km (2 min)	5:30
23-036	july 26	2023-42	3259 Walnut St	public hazard	BA	Alvinston	17:58	15	2:14	3:40	1 km (2 min)	5:54
23-037	july 29	2023-43	8099 Francis St	propane fire	BA	Alvinston	21:14	14	2:52	1:54	1 km (2 min)	4:46
23-038	july 31	2023-44	8444 Shiloh Line	truck fire	BA	Alvinston	15:27	8	2:45	4:01	3.7 km (3 min)	6:46
23-039	aug 5	2023-45	3247 River St	smoke alarm	BA	Alvinston	22:29	7	2:00	1:03	1 km (2 min)	3:03
23-040	aug 6	2023-46	3164 Queen St	medical assist	BA	Inwood	1:15	7	4:42	8:16	12.3 km (10 min)	12:58
23-041	aug 23	2023-47	24768 Dundonald Rd	vehicle accident	SWM	SWM	22:14	20	3:13	5:18	7.5 km (6 min)	8:31
23-042	aug 23	2023-48	3229 River St	gas odour	BA	Alvinston	22:18	6	2:38	1:00	1 km (2 min)	3:38
23-043	aug 24	2023-49	6477 Siloh Line	car in river	BA	Alvinston	6:27	13	2:31	12:49*	3.8 km (4 min)	15:20
23-044	sep 2	2023-50	8026 Lorne St	shed fire	BA	Alvinston	13:53	18	1:55	2:00	.5 km (1 min)	3:55
23-045	sep 7	2023-51	7522 Aberfeldy Line	grease fire	BA	Alvinston	15:14	8	4:46	7:32	9.9 km (7 min)	12:18
23-046	sep 8	2023-52	7983 Centre St	medical assist	BA	Alvinston	8:20	6	3:39	1:03	1 km (2 min)	4:42
23-047	sep 13	2023-53	3332 Nauvoo Rd	alarm	BA	Alvinston	11:34	7	2:59	3:15	.5 km (1 min)	6:14
23-048	sep 14	2023-54	4050 Ebenezer Rd	alarm	BA	Alvinston	15:52	11	3:45	7:59	8.7 km (8 min)	11:34
23-049	sep 16	2023-55	1601 Cairo Rd	medical assist	DE	DE (Alvinston)	23:33	11	3:48	8:21	13.1 km (9 min)	12:09

23-050	sep 26	2023-56	7523 Lasalle Line	bale fire	BA	Alvinston	7:09	13	2:56	5:45	11.5 km (8 min)	8:31
23-051	oct 3	2023-57	Cameron Rd + Elm tree line	MVC	DE	DE (Alvinston)	22:22	16	3:25	13:01	20 km (14 min)	16:26
23-052	oct 7	2023-58	8021 Petrolia Line	MVC	BA	Alvinston	17:41	13	3:15	5:35	7.3 km (5 min)	8:50
23-053	oct 12	2023-59	1357 Smith Falls Rd	medical - VSA	DE	DE (Alvinston)	10:58	7	4:01	11:14	19.8 km (13 min)	15:15
23-054	oct 16	2023-60	3064 Queen St	medical assist	BA	Inwood	18:13	14	2:36	8:42	12.3 km (9 min)	11:08
23-055	oct 21	2023-61	6418 Courtright Line	alarm	BA	Inwood	10:01	12	3:45	7:46	11.6 km ( 8 min)	11:31
23-056	oct 22	2023-62	3238 Sutorville Rd	MVC	BA	Inwood	3:26	14	4:47	8:02	10.3 km (8 min)	12:49
23-057	oct 25	2023-63	6645 Petrolia Line	MVC	BA	Inwood	15:13	11	2:43	3:32	14.2 km (9 min)	6:15
23-058	oct 27	2023-64	3310 Walnut St	alarm	BA	Alvinston	8:08	7	cancelled			
23-059	oct 30	2023-65	1756 Smith Falls rd	grain dryer fire	DE	DE (Alvinston)	16:30	16	5:13	7:39	14.4 km (11 min)	12:49

\* from Google maps

\* - paged to wrong address



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** 2024 Council Meeting Schedule  
**Meeting:** Council - 23 Nov 2023  
**Department:** Clerks  
**Staff Contact:** Janet Denkers, Clerk Administrator

### Recommendation:

**That Council approve the attached Council schedule for 2024.**

### Background:

Generally Council meets the 2nd and 4th Thursdays of the month with only one meeting held in August and December. Special meetings are called as needed.

### Comments:

In looking at previous years, we have the following option(s) for Council to consider:

1) Holding one meeting in July (July 18) and one meeting in August (August 15). These dates would be the third Thursdays which are also the middle of the month(s).

The summer meetings are generally light and if the meeting was moved to the middle of each of those months, staff could, in advance bring routine approvals forth at that meeting. Alternatively, if an issue arose that required a meeting of Council, the meeting could be called by the Mayor. Should Council approve the alteration, By-law 49 of 2021 Section 6.3 (Procedural Meeting) will be amended administratively.

2) Scheduling a prebudget meeting for November 21, 2024

A draft schedule is attached for consideration.

### Financial Considerations:

Approximately \$775 in meeting pay in addition to any staff time would be recognized with moving to one meeting in July 2024.

### ATTACHMENTS:

[Proposed Council meeting schedule 2024](#)



# Proposed 2024 Municipality of Brooke-Alvinston Council Meeting Schedule

\* 4:30 p.m. start time

## January

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## February

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

## March

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## April

S	M	T	W	T	F	S
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## September

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## November

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## December

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# Ice Allocation Policy & Procedures





## Ice Allocation Policy &amp; Procedures

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## **INTRODUCTION**

The Municipality of Brooke-Alvinston Parks and Recreation Department wishes to promote maximum facility usage and to have age appropriate times available to all user groups.

The objective of this policy is to:

- Clearly define and communicate how ice will be managed, allocated, and distributed
- Serve as a guide for the ice allocation process
- Promote and encourage participation in ice sports to the overall benefit of the community
- Guide user groups through the process of booking ice time

The procedures within this policy are to clarify and establish the Municipality of Brooke-Alvinston's responsibility for ice allocation, facility administration, and its commitment to:

- Fair and equitable ice allocation to maximum facility usage
- Fiscally responsible ice facility operations
- Processing of tournament and special events
- Special event management
- Annual affiliation process reporting
- General administration requirements
- Facilitate opportunities for active and healthy lifestyle
- Safe and assessable services for all people

## **ICE ALLOCATION RESPONSIBILITY**

In the Municipality of Brooke-Alvinston, the Parks and Recreation Department (PRD), has the responsibility to manage the allocation and distribution of ice on an annual basis to reflect population, registration, utilization, and participation patterns. The PRD is responsible for the implementation of the policies as outlined.

## **ICE FACILITY OPERATIONS**

The Municipality of Brooke-Alvinston will responsibly manage its ice resources to ensure optimum usage and programming, to reflect the goals of the Municipality's Strategic Plan. The day to day operations of the Municipality's Recreation Facilities containing the ice pad will be the responsibility of the Arena Staff.

The policy will be reviewed annually in consultation with the PARC (Parks & Recreation Committee).

Municipal staff will update, as necessary, relevant portions of this document as approved by Council. The staff responsible for Ice Allocation and Ice Facility Operations will work in a cooperative manner in the implementation of this policy.



## ICE ALLOCATION & DISTRIBUTION

### Scheduling Priorities

Ice will be allocated utilizing the following order of priority:

First Priority:	Municipality of Brooke-Alvinston Programs and Services
Second Priority:	Affiliated Youth Organizations
Third Priority:	Affiliated Adult Organizations
Fourth Priority:	Annual Weekly Bookings
Fifth Priority:	Non-Affiliated Youth Organizations
Sixth Priority:	Non-Affiliated Adult Organizations
Seventh Priority:	Public Groups, Individuals, & Commercial Groups

### Definitions of Groups

#### Municipality of Brooke-Alvinston Programs

Programs that are organized by Municipal staff or provided by contractors on behalf of the Municipality. Currently, this includes public skating, parent/tot, and drop-in skating. This list of programs could expand or contract as market conditions evolve or as the needs of Brooke-Alvinston residents and of the surrounding areas change.

#### Affiliated Youth Organizations

Affiliated Youth Organizations must be not-for-profit status. If an organization does not have not-for-profit status it will need to provide the following:

- Be non-profit and the membership is comprised of youth
- Hold general membership meetings annually and be able to provide upon request annual financial statements
- Guided by a constitution and by-laws
- The league and/or club executives are voted in by the general membership
- General membership is an open process
- Full financial disclosure is available to the league club membership and Municipal staff

Affiliated Youth Organizations have weekly practices and/or games at the BAICCC.

These organizations will get the Minor Sport Rate.

#### New Youth Organizations

- New Youth Sport Organizations will be seen as a non-affiliated youth sport organization where their ice can be switched annually at the Ice Allocation Meeting
- These organizations will not get the Minor Sport Rate until one year of booking is complete



## Ice Allocation Policy & Procedures

### Affiliated Adult Organizations

Affiliated Adult Organizations must hold general membership meetings annually and must be:

- Guided by a constitution and by-laws
- The league/ club executives are voted in by the general membership
- General membership is an open process
- Full financial disclosure is available to the league club membership and Municipal staff

Affiliated Adult Organizations have weekly practices and/or games at the BAICCC or have a tournament annually.

### Annual Weekly Bookings

Annual Weekly Bookings are ice times that are booked for the same day and time, weekly for the entire year by an individual.

The individual organizes registration and pays the Municipality in full at the start of the year before the first skate.

### Non-Affiliated Youth Organizations

Non-Affiliated Youth Organizations must be not-for-profit status. If an organization does not have not-for-profit status it will need to provide the following:

- Be non-profit and the membership is comprised of youth
- Hold general membership meetings annually and be able to provide upon request annual financial statements
- Guided by a constitution and by-laws
- The league/ club executives are voted in by the general membership
- General membership is an open process
- Full financial disclosure is available to the league club membership and Municipal staff

Non-Affiliated Youth Sport Organizations do not have weekly practices and/or games at the BAICCC or are under a probationary period to become an Affiliated Youth Organization

These organizations will not get the Minor Sport Rate

### Non-Affiliated Adult Organizations

Non-Affiliated Adult Sport Organizations must hold general membership meetings annually and must be:

- Guided by a constitution and by-laws
- The league/ club executives are voted in by the general membership
- General membership is an open process
- Full financial disclosure is available to the league club membership and Municipal staff

Non-Affiliated Adult Sport Organizations do not have set weekly practices and/or games at the BAICCC or are under a probationary period to become an Affiliated Adult Organization



Public Groups, Individuals, and Commercial Groups

Public Groups and Individuals is anyone that books ice that does not fall under another category.

Commercial Groups are defined as organizations or individuals that use ice time with the intent of generating positive net income. At the Municipality's discretion, not-for-profit groups may be allowed to generate net income from the use of allocated ice time so long as the subject use aligns with the fundamental activities of the group.

**Ice time will be distributed base on priority and will be divided up appropriately between each priority level. Historical ice times will be used to determine the ice schedule.**

After the Affiliated Organizations have got their ice times, the rest of the ice will be open to the public on a first come, first served basis and can be revoked at any time if the ice is needed for a higher priority.

The Parks and Recreation Manager will make the final determination on all decisions and exceptions.

## **ENTITLEMENT AND DISTRIBUTION**

### **Weekly Entitlement Hours & Distribution**

On an annual basis, the Municipality's Affiliated Groups shall provide registration data for the previous year or for the upcoming year if this information is available. This information will be provided annually by the 31st of October. It should include municipal addresses of all registered players.

The ideal Ice Time Allocation for various age and competition levels for hockey and skating shall be considered and is the ultimate goal in the allocation of ice to the Affiliated Youth Groups. The recommended standards will include but may not be limited to Minor Hockey and Figure Skating clubs etc. and are outlined in Appendix A. This allocation will be the goal of this policy. This information will establish the ideal ice allocation to each organization and/or group. Until more ice time is available, only a part of this time may be initially achieved. Historical Ice Times will be used from year to year unless there is a high need of ice time for another organization. This will be decided by the PRD Manager.

### **Seasonal Commitment**

All organizations in the top four priorities are required to commit to a minimum of 22 weeks to be completed between the second week of October and the end of March. Exceptions to the 22 week minimum may be made when the Municipality is unable to supply replacement ice for disruptions to regular ice time and emergency closures.

If a user can not commit to the required number of weeks, they will be considered an occasional user and will not be listed as one of the top four priorities.



## Ice Allocation Policy & Procedures

### Time Period and Restrictions

All Affiliated Youth Groups will receive an equitable distribution of prime and non-prime hours in accordance with Appendix A. Minor sport groups in the future may be required to have a minimum of 10% (minimum 1 hour) of ice time as non-prime ice.

All affiliated youth groups, regardless of gender, level of competition, and total hours of entitlement shall not receive relatively more or less prime time access than similar clients.

The Municipality retains the right to provide ice only at same or similar time. No ice time slot is guaranteed.

Exceptions may be granted where the requirements of youth and Municipal recreational users are being met where ice is available and not required by youth.

Prime Time	Monday – Friday	4:00pm – 12:00am
	Saturday	5:00am – 12:00am
	Sunday	12:00pm – 12:00am
Non-Prime Time	Monday – Saturday	5:00am – 4:00pm
Discounted Time	Sunday	5:00am – 12:00pm

### Ice Time Requests Deadlines & Timing of Allocation

When forwarding ice time requests to the PRD, the following time frames are used. The date for final determination of ice time is also indicated. Allocation timing is a goal and may be subject to change by the Municipality.

Priority Category	Fall & Winter (Oct. – Mar.)	
	Request	Allocated
Municipality Programs and Services	August 1 <sup>st</sup>	September 1 <sup>st</sup>
Affiliated Minor Organizations	August 1 <sup>st</sup>	September 1 <sup>st</sup>
Affiliated Adult Organizations	August 1 <sup>st</sup>	September 1 <sup>st</sup>
Annual Weekly Bookings	August 1 <sup>st</sup>	September 1 <sup>st</sup>
Non-Affiliated Youth Organizations	August 1 <sup>st</sup>	September 1 <sup>st</sup>
Non-Affiliated Adult Organizations	August 1 <sup>st</sup>	September 1 <sup>st</sup>

### Conflict Resolution

Ice time conflicts that arise will be highlighted by the PRD. The PRD will attempt to resolve the conflict in a manner consistent with the policy. Should a conflict remain, the groups involved in the conflict will be invited to attend a meeting chaired by the Parks and Recreation Manager. Each group will be asked to submit in writing the rationale for their requirement of the ice time in conflict. The following factors will guide the final decision.



## Ice Allocation Policy & Procedures

- User group historical ice allocation
- The degree in which the user group ice time requests have been met, apart from the ice time request in conflict and number of participants affected
- The age of the user group as it relates to the ice time in conflict as well as residency
- The sport requirements of the group as per Appendix A

### **MANAGEMENT OF TOURNAMENTS & SPECIAL EVENTS**

The Municipality is committed to achieving a balance between recreational and tournaments/special event use during the ice season. New tournaments will only be permitted where ice time permits in accordance with the terms outlined in this policy. The goal of the PRD is to minimize the impact of tournaments on regular programs and league play. The PRD Supervisor will consult all organizations that a new event/tournament would effect before determining if the new event/tournament takes place.

Ice Costs will be determined by the amount of list revenue due to hosting the special event or the facility costs for the event, whichever is greater.

Set-Up for special events and tournaments is to be done by the host committee. Any additional ice time for set-up will be added to the invoice.

Ceremonies will be included in the ice time total. Any additional ice time due to overtime, finals or any other reason will be added to the ice time total. Additional ice time shall not disrupt any other ice rentals.

### **MANAGEMENT OF ICE APPLICATIONS & CONTRACTS**

#### **Signed Contract**

The PRD will provide to the user, a contract listing all ice time allocated to the user for the season.

The signed contract and copy of insurance is due to be returned before the first ice rental.

#### **Changes to Signed Contract**

The PRD will make every effort to accommodate ice allocation requests in accordance with this policy. Users with overdue accounts may, at the discretion of the PRD, have their ice time cancelled and/or lose their historical status. Overdue accounts will be subject to an interest penalty as per standard Municipal rate. Once the PRD has received the signed contract, the user agrees that all times listed in the contract will be paid before the due date on all invoices from the beginning of the ice season to the end of the ice season, with no right of cancellation except for the following:

- a) If the user refuses to use the facilities due to unsuitable ice surface conditions provided the Parks and Recreation Supervisor or staff on duty is in agreement
- b) If roads within the Municipality are closed or police are warning people to stay off roads within the Municipality as confirmed by the PRD
- c) If the Municipality cancels ice due to holidays, safety concerns, mechanical breakdowns, weather conditions or emergency closures
- d) If the Municipality cancels due to a significant or high profile event





## **Cancellations**

Cancellations are allowed if they are given with 14 days' notice in writing to the Manager at [gthornicroft@brookealvinston.com](mailto:gthornicroft@brookealvinston.com) providing the reason for the cancellation. If cancellation is less than 14 days' notice the customer will still be billed for the ice unless that ice time can be re-booked by another customer. If a customer repeatedly cancels or repeatedly does not show up for scheduled ice times, they may lose ice time the following year as we are trying to maximize ice usage.

On March 15<sup>th</sup> annually, affiliated organizations may cancel ice with two days' notice. This is to allow for scheduling changes. However, the organization should make every effort to fill ice until March 31<sup>st</sup>.

If a contract is cancelled, postponed, or reschedule for any reason, the customer is responsible to pay all ice times as stated in their contract plus any additional ice times requested and/or used.

Failure to notify the PRD may result in termination of the permit and cancellation of future bookings.

The PRD Manager will make all final decisions.

## **Additional Ice**

If a customer seeks additional ice, a written email to [gthornicroft@brookealvinston.com](mailto:gthornicroft@brookealvinston.com) is required with reasoning for the additional ice. This will be added to the monthly invoice.

If an organization requires ice after March 31<sup>st</sup>, the organization must notify the Manager in writing at [gthornicroft@brookealvinston.com](mailto:gthornicroft@brookealvinston.com) as soon as they gain that information to provide time for scheduling of employees and ice removal.

## **Transferred Ice & Ice Trades & Sub Leased Ice**

The Municipality is the sole authority for all ice times. The practice of transferring, trading, or sub-leasing ice between contract holders is NOT allowed unless authorized by the PRD Manager. It is recognized that last-minute changes to the intended use of the ice may occur under infrequent and unforeseen circumstances. The Municipality must be aware of and be able to control the intended use of all ice permitted within its facilities at all times. The PRD must be notified by the contract holder, even after the occurrence, of any ice that was not used or was used by someone other than the contract holder. In this event, the PRD will make every effort to reallocate the cancelled ice time based on the priority outlined in this policy. If this available ice time is not booked to another user, the original contract holder will be responsible for payment of that ice time.

If a user is unable to fulfill their seasonal commitment and regularly cancels ice time requested, the Municipality reserves the right to make a permanent adjustment to the user's next year allocation.

## **Municipality of Brooke-Alvinston Ice Cancellations**

In order to minimize user frustration, dissatisfaction and other negative impacts, the Municipality will not cancel Municipality programs and leisure skate times, with the exception of the following:

- a) Significant and high profile events as directed by Council
- b) Low registration in programs



## Ice Allocation Policy & Procedures

- c) Emergency shut down situations or ice maintenance
- d) Municipal run or sponsored programs on special days (example P.D. days or family days)

Where such cancellations are necessary, the PRD will make reasonable efforts to notify users

### **Contract Cancellations by the Municipality of Brooke-Alvinston**

The Municipality reserves the right to reasonably postpone, reschedule or cancel any permit due to various circumstances. The Municipality reserves the right to cancel a permit or portion of a permit without notice or refund should there be a breach of conditions or regulations or should the Municipality be of the opinion that the facilities are not being used for the purpose contained in the application or for a significant or high profile event as approved by Council.

## **GENERAL ICE MANAGEMENT**

### **Ice Flood Schedules & Dressing Rooms**

All ice booked consists of a 50 minute or 80 minute ice time with the final 10 minutes for resurfacing.

The Municipality requires that all ice users supply ice use schedules and flood requirements to the PRD Supervisor or at the start of the season and update that information if it changes.

The Municipality reserves the right to accept or modify ice flood requests to ensure operational efficiencies.

The Arena Staff reserves the right to allocate dressing rooms based on the number of participants and/or teams using the ice and other uses occurring in the facility.

### **Curfew Ice**

The Municipality reserves the right to curfew any games, including tournament games to maintain the schedule submitted and will consider cancellation of any or all contracts if the user does not cooperate with implementation of this Ice Allocation Policy.

If a customer goes over their schedule ice time, they will be charged for the additional ice time.

Users are responsible to advise the PRD of any special requirements regarding curfews at the time the schedules are submitted.

### **Temporary Ice Cancellations & Redistribution**

In the event of a multi-day facility closure, the PRD will redistribute ice times so that all ice users are impacted while certain types of ice use are protected from cancellation over others. The Municipality will employ the priorities and procedures identified in this policy in the redistribution. The decision of the Municipality shall be final.

### **New Organization or Emerging Sport**

When reasonable, the Municipality will recognize a new ice organization or emerging ice sport and will make reasonable effort to allocate ice time to enable it to establish its programs and services in the



## Ice Allocation Policy & Procedures

Municipality. Recognition and ice allocation will occur once the conditions and criteria outlined in this policy are met and if existing users will not be adversely impacted. .New organizations or programs will be accommodated only to provide for unmet community needs.

Where possible, the development of new programs or the expansion of groups should be encouraged to be extensions of organizations already established (i.e. creating umbrella organizations).

All new ice organizations will be on a three month probationary period where they can be moved in the official ice schedule. The new ice organization must keep the same ice time for three years, unless it was changed due to another organization. After three years of probationary period they will be added to the official ice schedule.

### **Arena Operating Hours**

Arena normal opening hours are 30 minutes before practice and 1 hour before a game for the first booking of the day and 1 hour after the last booking of the night. Additional charges will be added if the arena operating hours are adjusted due to a customer wanting in earlier or stay later.

The opening of arena facilities on statutory holidays when they are normally closed, or beyond established operating hours (as defined by the Ice Allocation Policy) will be considered only if the applicant agrees to pay for the full operational costs for such an opening and pending the availability of staff. Holiday rates will apply.

Application does not guarantee approval. All ice will be at minimum the prime time rate plus holiday rates.

### **Alcohol and Smoking**

Alcohol is not permitted on the property including any dressing room, hallway, lobby, viewing area, or parking lot.

Smoking is not permitted on the Brooke-Alvinston-Inwood Community Centre Complex property. Any one that smokes must be 20 meters off the premises.

## **GENERAL ADMINISTRATION**

### **Ice Allocation, Management Policy & Procedures Review**

The Ice Allocation Policy will be reviewed on an annual basis.

All applicants and users must submit a booking request form for any additional bookings of the ice or halls which can be found at the Arena Office to be reviewed by the PRD Manager.

The Municipality reserves the right to reject application and requests from users who submit forms which are not complete or contain incorrect information.



## Insurance Requirements

The organization shall, at all times during which it is allocated ice time in the Municipality Recreational Facilities, arrange, pay for and keep in force and effect Comprehensive General Liability Insurance on an “occurrence” basis including personal injury, bodily injury and property damage protecting the Corporation of the Municipality of Brooke-Alvinston, its elected officials, its employees, agents and contractors (hereinafter “Released Persons”) and the organization against all claims for damage or injury including death to any person or persons, and for damage to any property of the Released Persons or any public or private property, howsoever caused including damage or loss by theft, breaking or malicious damage, or any other loss for which the Released persons or the organization may become liable resulting from the organization’s use of ice time in the Municipality’s facilities. Such policy shall be written with inclusive limits of not less than Two Million Dollars (\$2,000,000), shall contain a liability clause, a severability of interest clause, and shall be primary without calling into contribution any other insurance available to the Released persons as additional insured parties. The Corporation of the Municipality of Brooke-Alvinston shall be named as an additional insured.

The organization shall release each of the Released persons and waives any rights, including rights of subrogation; it may have against them for compensation for any loss or damage occasioned by organization or loss of use of property of the user.

The organization shall provide certificates of insurance showing the coverage as required above to the PRD prior to first ice time booking. The certificates shall include the obligation on the part of the issuer of the certificates to endeavor to provide 30 days written notice of cancellation to the users. Upon expiry, documents showing renewed coverage are again to be provided and the organization will make policies available to the Municipality for review from time to time and in the event of a claim.

## Annual Affiliation User Group Updates

Affiliated organizations will be assumed to be returning for the following notice unless a notice of not returning as an affiliated organization is sent to [gthronicroft@brookealvinston.com](mailto:gthronicroft@brookealvinston.com) is sent and received by June 1<sup>st</sup>.

## Payments

N.S.F. cheques may result in automatic cancellation of ice times booked and that the current fee of the Municipality for N.S.F. cheques will apply  
At the discretion of the Municipality, no further ice time will be allowed until all outstanding accounts are paid to the Municipality

Additional fees will be charged for ice rentals that exceed their allocated time as outlined in the rental contract based on the hourly rate. This fee will be automatically added to the contract.

## Payment Schedule

Priority Category	Payment Method
Affiliated Minor & Adult Organizations, & Annual Weekly Billings	Billed at the start of the month for the previous month. Paid by the end of the month
Unaffiliated Minor & Adult Organizations, Community	Payable at or before ice rental



### Appendix A – Ice Allocation Standards

#### East Lambton Minor Hockey Association

REP LEVEL PER TEAM	
DIVISION	Hours of Ice Per Week Recommended

HOUSE LEAGUE LEVEL PER TEAM	
DIVISION	Hours of Ice Per Week Recommended

#### Lambton Attack Girls Hockey

REP LEVEL PER TEAM	
DIVISION	Hours of Ice Per Week Recommended

#### Brooke-Alvinston Skating Club

DIVISION	Hours of Ice Per Week Recommended



## **Appendix B – Official Ice Schedule**

## **Appendix C – Municipal Program Dates**

- 1) Parent and Tots –
- 2) Snow Day Drop in Skating – When applicable
- 3) Public Skating

## **Appendix D – Blackout Dates**





## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Draft Animal Services Contract  
**Meeting:** Council - 23 Nov 2023  
**Department:** Clerks  
**Staff Contact:** Janet Denkers, Clerk Administrator

### Recommendation:

**That the Council of the Municipality of Brooke-Alvinston approve, entering into an Animal Services Contract with the Sarnia Humane Society effective January 1, 2024..**

### Background:

Under By-law 52 of 2022, the Municipality has an agreement with Jeff Dewhurst for Animal Control Services.

Under By-law 51 of 2022, the Municipality has an agreement with the Sarnia Humane Society (SHS) for Pound Services.

The County of Lambton Building Services Department provides the administration and enforcement services for Animal Control along with Lambton Public Health and OPP as required.

At the September 2023 meeting, Council approved entering into a contract with the SHS in principle pending more review by the Administrator and discussions with the Sarnia Humane Society.

### Comments:

A further conversation was had between the County of Lambton and six area municipalities and the SHS to streamline services for animal/pound control. A draft agreement is attached for consideration.

The draft agreement is similar to the other associated municipalities who are participating in this arrangement and makes animal control pick up consistent across parts of the County.

### Financial Considerations:

By entering into this agreement, there is cost savings. We currently pay a monthly fee for JSG services despite the number of calls. The average call volume is low. With the new agreement, if no dogs are picked up, there is no fee.

The proposed is for cost savings only. JSG has provided excellent service since entering into the agreement with them.

### ATTACHMENTS:

[Contract for Animal Services - Pounds Keeping and Pick Up - Sarnia District Humane Society](#)





SCHEDULE "A" To By-Law Number xxx of 2023



Animal Service Agreement

BETWEEN:

MUNICIPALITY OF BROOKE-ALVINSTON

"Municipality"

- and-

SARNIA AND DISTRICT HUMANE SOCIETY

"SDHS"

1. To provide a method of picking up and accepting domestic animals requested by the Municipality's By-law Enforcement Service and emergency personnel 24 hours per day. The SDHS shall provide the Municipality with after-hours emergency contact information.

*Humane society staff are trained to recognize distress in animals and are aware of when animals require additional care or examination by a veterinarian. The SDHS maintains a robust animal care policy to ensure that animals are treated humanely and receive the necessary care, based on their needs.*

*When animals in distress are received, they will be taken to a veterinarian for assessment, treatment and/or humanely euthanized, as soon as possible. The mandate of our humane society is to prevent suffering; as such, the welfare of animals is of utmost importance.*

2. To operate and make available to the residents of the Municipality a program of humane animal impoundment services according to the standards established by the *Animals for Research Act, the Pounds Act, the Dog Owners Liability Act*, and any other applicable legislation. ***This applies only to those Municipalities who have a pound agreement with the Sarnia & District Humane Society.***

3. To provide appropriate, clean, and safe facilities and take the appropriate action required for the proper safekeeping and wellbeing of impounded animals. Pound keeping services does not include veterinary services over and above initial veterinary care when animals are admitted to the Pound unless previously agreed to by the Municipality.

4. To provide adequately sized cages to allow the animal to extend its legs to their full extent, stand, or sit, turn around or lie down in a fully extended position.

5. To hold a valid license to operate an animal pound keeping facility.

6. To provide shelter, care and attention for any animal impounded by the Municipal/County Medical Officer of Health for the purpose of observation and control of rabies to the extent that the current isolation facilities provided by the Society permit.

8. Maintain complete records of all animals received, collected, impounded, and euthanized. Information to include details of the animal, where the animal was found and the name and contact detail of the person who brought in the animal. (The contract only covers the financial costs of animals found or surrendered within Municipal limits).

9. Maintain complete records of all euthanized or dead animals disposed of; records to be made available to the Municipality on request.

10. The SDHS shall pay for all associated maintenance and operating expenses associated with operating a pound keeping service, including to the care, feeding, kenneling, and quarantining of all animals placed in its care and the payment of supplies for the provision of such care and feeding.

11. To provide the Municipality with a certificate of insurance, showing a minimum coverage of \$2,000,000 per incident, and showing the Municipality as an additional insurer.

12. To indemnify and save harmless the Municipality with respect to all claims arising out of contracted pick-up services.

13. The SDHS shall not release an impounded animal unless the owner of the animal both:

A.) holds a valid and current license for the animal, if applicable, and where such release would not lead to an immediate breach of any provision of a Municipal By-law, or other applicable law, including restricted animal provisions, a muzzle order, or other order for a dog deemed to be dangerous by the Municipality/County or Provincial Law.

B.) shows receipt of payment to the Municipality for all and any fines/licensing requirements due, and where such release would not lead to an immediate breach of any provision of a Municipal/County By-law, or other applicable law, including restricted animal provisions, a muzzle order, or other order for a dog deemed to be dangerous by the Municipality/ County or Provincial Law.

14. The SDHS shall maintain full and complete financial records, books of accounts, receipts, invoices, statements, and other documents and will provide the annually with an audited statement of operating revenue and expenditure.

15. The SDHS shall proactively communicate with Municipal By-law enforcement services, as represented by the County of Lambton By-law Services, on all animal control concerns, enforcement needs and properties requirement follow up visits.

16. This contract shall commence on the date of passing and services as outlined herein be provided from that date to January 1, 2024.

a) The initial formal term of the contract will be for three (3) years from January 1, 2024 to December 31, 2026.

b) The contract for services for auto-renew on an annual basis following December 31, 2026, unless either party provides written notice 60 days in advance of the December 31 end date of intent to terminate the agreement.

Either party hereto may give to the other ninety (90) days written notice of an intention terminate this Agreement at any time, without penalty or payment.

Where amendments to the agreement are considered, such amendment(s) shall be subject to the negotiation and the mutual agreement between the parties.

This contract shall come into effect on November 13, 2023.

**SARNIA & DISTRICT HUMANE SOCIETY**

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Donna Pyette,  
Executive Director, Sarnia & District Humane Society

**MUNICIPALITY OF BROOKE-ALVINSTON**

---

Janet Denkers, Clerk Administrator  
Municipality of Brooke-Alvinston

---

David Ferguson, Mayor  
Municipality of Brooke-Alvinston

**Sarnia & District Humane Society Business Hours**

Monday to Friday	7:00am – 6:00pm
Saturday and Sunday	8:00am – 4:00pm
Statutory Holidays – Only Animal Care staff are on site	8:00am – 4:00pm

**Fees for Service – Impound only.**

Fees for service will be as follows; \$90.00 per dog and \$50.00 per cat. Additional fees for immediate Veterinary medical care including humane euthanasia during the four (4) day municipal stray time will be the responsibility of the Municipality and will be invoiced through the Sarnia & District Humane Society/Bright's Grove Animal Hospital.

**Fees for Service – Pick up only.**

Once a call is received, the following charges will apply.

Pick up of animal/s between regular business hours (not including statutory holidays)

\$50.00/hour plus .65 per kilometer

Pick up of animals outside of regular business hours (not including statutory holidays)

\$75.00/hour plus .65 per kilometer

Pick up of animals on Statutory Holidays – time and one half shall be added to hourly rates.

***\*\*Additional charges will apply for assistance with large removals, where multiple persons/equipment, and vehicles are required. \*\****



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Campbell House  
**Meeting:** Council - 23 Nov 2023  
**Department:** Administration  
**Staff Contact:** Janet Denkers, Clerk Administrator

### Recommendation:

**That the report be received and filed.**

### Background:

On November 14th, Mayor Ferguson and I met with two representatives of the Friends of Campbell House (Dawn McNally and Kathryn Shailer) along with Ken Phillips and Greg Wilcox of the SCRCA. The meeting was focused on a discussion of expected costs that would be assumed to maintain the Campbell House as a standing structure.

### Comments:

The attached letter outlining three options was discussed:

- 1) Maintaining the Structure for a Proposed Three Year Period: \$13,720
- 2) Repairing / Maintaining Building with No Public Entry: \$546,311
- 3) Full Restoration to AODA Compliant Museum: \$1,361,747

In addition to the costs associated with the Campbell House, there was discussion on the preservation of the history of A.W. Cambell. The recommendations provided to the SCRCA from the Lambton County Cultural Services were noted which include:

- 1) Transferring several items of local historical significance to the Lambton County Heritage Museum collection
- 2) Salvaging and repurposing several architectural elements within the home to support restoration efforts related to historic buildings located at the Lambton County Heritage Museum (with recognition that the elements once belonged to the A.W. Campbell House)
- 3) Development of an interpretive historical plaque to mark the former site of the A.W. Campbell House, and an online exhibit to be featured on the SCRCA website to showcase the important history of the A.W. Campbell family, the home, and the property

There was further talk on how the legacy of A.W Campbell does not need to end should the house be torn down but innovative ways to preserve his history including possible halographic signage, QR codes or Archie Campbell Days held over time.

The meeting was realistic in discussions of costing associated in maintaining a piece of history, changing times and associated liability. The Friends of Campbell House noted a meeting was going to be held amongst the group with a response provided to the Clerk for Council review. ( attached)

**Financial Considerations:**

Should the SCRCA appeal the denied request to authorize a demolition permit, costs for legal advice / assistance will arise from the SCRCA and municipal standpoints.

**ATTACHMENTS:**

[Appeal Letter - SCRCA](#)

[Letter to Mayor + Council--Friends of Campbell House](#)

**Member  
Municipalities**

November 8, 2023

 Township of  
Adelaide-Metcalf

 Municipality of  
Brooke-Alvinston

 Municipality of  
Chatham-Kent

 Township of  
Dawn-Euphemia

 Township of  
Enniskillen

 Municipality of  
Lambton Shores

 Municipality of  
Middlesex Centre

 Village of  
Newbury

 Village of  
Oil Springs

 Town of  
Petrolia

 Town of  
Plympton-Wyoming

 Village of  
Point Edward

 City of  
Sarnia

 Municipality of  
Southwest Middlesex

 Township of  
St. Clair

 Municipality of  
Strathroy-Caradoc

 Township of  
Warwick

 Municipality of Brooke-Alvinston Council  
 ATTN: Janet Denkers, Clerk/Administrator  
 3236 River Street P.O. Box 28  
 Alvinston, Ontario  
 N0N 1A0

Dear Ms. Denkers,

I am writing to advise Brooke-Alvinston Council that at the October 26, 2023 meeting of the SCRCA Board of Directors, the following motion was passed:

**That the Board of Directors acknowledges the report dated Oct 11 2023 on the A.W. Campbell House and requests that staff prepare an application to the appropriate authority for appeal on the Municipality of Brooke-Alvinston's decision to deny the issuance of a demolition permit for the A.W. Campbell House.**

The motion was passed 15-3 via recorded vote with Brooke-Alvinston's member abstaining. As result of this direction of the Board, SCRCA staff are preparing an appeal of the decision of Brooke-Alvinston council to deny a demolition permit for the A.W. Campbell House to the Ontario Land Tribunal pursuant to Section 34 of the Ontario Heritage Act.

The Board of Directors did not enter into its decision to appeal lightly. A major factor in the decision was the costs associated with the upkeep/rehabilitation of the current structure and future operational costs. Subsequent to the October 26 meeting, SCRCA staff prepared a comprehensive list of costs associated with the structure:

**Maintaining Structure for Proposed Three Year Period**

Construction Fencing : \$5000.00

Three Year Rental of Storage Container for Contents : \$6,720.00

Annual Insurance : \$2,000.00

**Repairing/Maintaining Building with No Public Entry**

Structural Design and Repair Including Exterior Envelope : \$505,000.00

Annual maintenance/Insurance/Utilities/Portable Washrooms: \$6,000.00

Annual Staffing: \$35,311.08 (gate/maintenance staff)

**Full Restoration to AODA Compliant Museum**

Design/Construction/Restoration/Servicing: \$1,250,000\*

Annual Museum Staffing Costs : \$70,622.16 (2 museum, 2 gate staff)

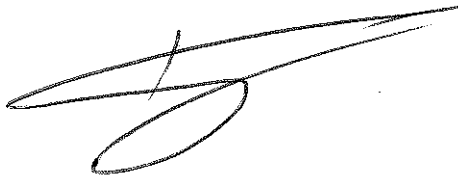
Annual Museum Operating Costs: \$41,125.00

\*This is an approximate cost that includes engineered design, structural repairs to the interior and exterior, interior and exterior finish, site grading, septic and well (not currently onsite), heritage restoration/consultation, landscaping, electrical and AODA compliant features.

The aforementioned costs would be borne exclusively by Brooke-Alvinston through a Category 2 Agreement with the SCRCA. It is not anticipated that any fee structure could make the operation of a museum reach the point of being revenue neutral after completion of repairs. Staffing costs are based on the minimum wage as of the November 8, 2023.

If there are any questions on this matter, please contact me directly.

Yours

A handwritten signature in black ink, appearing to be 'Ken Phillips', written in a cursive style.

Ken Phillips  
General Manager/Secretary-Treasurer  
St. Clair Region Conservation Authority



3314 River Street, PO Box 138  
Alvinston, ON N0N 1A0

November 17, 2023

Mayor and Council  
Municipality of Brooke-Alvinston  
3236 River Street  
Alvinston, Ontario N0N 1A0

Re: A.W. Campbell House

I am writing on behalf of the Friends of Campbell Park to express our extreme disappointment with the St. Clair Region Conservation Authority's intimidation tactics to derail Municipal support for our group's efforts to save A.W. Campbell House from demolition, and the unwillingness of both the SCRCA and the Municipality to work with us to raise funds for its restoration.

Despite the support of the majority of Council members for a three-year moratorium on demolition of Campbell House, our meeting on Tuesday, November 14<sup>th</sup>, 2023, with Mayor Ferguson, Janet Denkers, SCRCA GM Ken Phillips, and SCRCA Conservation Areas Manager Greg Wilcox revealed the following:

- Both Mayor Ferguson and Ken Phillips consider the request for a demolition permit "complete" despite the absence of key elements of a demolition request set out in the Heritage Act (O.Reg. 385/21, sec. 6): site map, photographs, technical heritage studies (usually referred to as CHIA or Cultural Heritage Impact Assessment conducted by a heritage professional). Although Council denied the request, this has opened the door to SCRCA to appeal the decision without providing the cited materials.
- Although the onus for providing these elements lies with the building's owner (SCRCA), when I asked about the heritage assessment, Ken Phillips's response was "Who will pay for that? Will you pay for that?" It then also became clear (confirming Janet Denkers's Staff Report to Council dated 28 September 2023) that "it should be recognized that costs associated with its [Campbell House's] stability will be passed to the Municipality through future levies from the SCRCA." Mayor Ferguson stated that the Municipality cannot tolerate these additional levies and that our group (Friends of Campbell House, which is unincorporated) would be accountable for any costs related to Campbell House, i.e., we would be personally liable.
- Dawn McNally asked why the revenues from the trailer camp sites couldn't cover costs related to Campbell House. Both Mayor Ferguson and Greg Wilcox described Campbell House as a Category 2 service (funded by the Municipality; Category 3 would be self-funding); however, we have been advised this is doubtful unless specifically requested by the Municipality.
- When we requested more time to contact the community (there are 995 signatures on the online petition supporting saving Campbell House (<https://www.change.org/p/st-clair-region-conservation-authority-save-campbell-house-and-museum-at-a-w-campbell-conservation-area>), we were told by Greg he needed to move on the appeal before their next board meeting on December 7<sup>th</sup>.
- Janet said Council had asked her to ask us three questions:
  - *Have the Friends of Campbell House incorporated and applied for registered charity status?* The answer is not yet. We have been waiting for a definitive moratorium on demolition. We were also exploring creating a designated fund administered by the Sarnia Community Foundation.

- *How much money have we raised?* As stated repeatedly, it would be irresponsible to launch a fundraising campaign before the threat of demolition is taken off the table. A donation of \$1000 from the mayor for shingles and other necessary materials for immediate roof repair in January/February 2022 went directly to the roofer; the roofer donated his labour in kind; a \$300 donation to Ontario Architectural Conservancy provided us with the volunteer advice of Thor Dingman, a heritage professional; a donated Zoom account (\$200 x 2 years) has allowed our group to meet online since January 2022. When the online petition was started, Liana Russwurm received several pledges; follow-up on these awaited the launch of a full fundraising campaign.
- *What are the names of our Board of Directors?* We are a loosely organized group of volunteers, anchored by Dawn McNally, President; Kevin Edwards, Vice-President; Kathy Shailer, Secretary; Liana Russwurm, Treasurer and Chief Fundraiser. These positions were about to turn over and be formalized when we incorporated as a not-for-profit. Attendees are cc'd below. Please note that Greg Wilcox was invited and attended some meetings during the first half of 2022.

We are distressed that major decisions regarding Campbell House have been made, both by SCRCA and the Municipality with incomplete information. Yes, we are all aware that the building needs attention as soon as possible and both the list of deficiencies noted by the Lambton County Building Inspector in the spring of 2022 and the full report of VDP Engineering in October 2022 indicate the extent of deterioration of the building. ***However, an inspection and assessment by a heritage professional has still not been conducted and would constitute crucial intelligence for proceeding either with restoration or with demolition. Without such a specialized assessment, statements about the safety, structural viability, and restoration costs are at best guesswork, at worst fearmongering.*** Our mission and goals document of February 2022 laid out the steps we would take, including contracting a detailed heritage inspection; excerpts of this document have been posted on the Friends of Campbell House Facebook site and were included in the slide show presented to SCRCA in June 2022 and to Council in July 2023.

We are now moving inexorably toward the demolition of Campbell House. It should not have come to this. A.W. Campbell House, located on the hill overlooking the conservation area, symbolizes the legacy of Archie Campbell's contribution to conservation, agriculture, and the preservation of natural heritage in SW Ontario. More than any other remaining building in Brooke-Alvinston, it represents the cultural history of our municipality. It is a rich history with implications beyond Brooke-Alvinston and the potential to serve (as it once did) as a magnet for visitors to the community. Once the house is demolished, it is gone for good: the unique architecture, the iconic location, the opportunity to showcase all it represents. If the SCRCA is indeed granted a demolition permit, the Municipality and the County must ensure appropriate mitigation of the loss of this valuable cultural heritage asset to the community. A plaque is not enough.

On behalf of the Friends of Campbell Park,



Kathryn Shailer

cc. Dawn McNally, Kevin Edwards, Liana Russwurm, Cathy Johnson, Jamie Armstrong, Vanessa Benoit, Jim Lucan, Mark McGill, Ken Beecroft, Dianne MacDougall, Thor Dingman



## Council Staff Report

**To:** Mayor Ferguson and Members of Council  
**Subject:** Memorial Gardens  
**Meeting:** Council - 23 Nov 2023  
**Department:** Administration  
**Staff Contact:** Janet Denkers, Clerk Administrator

### Recommendation:

**That the Council of the Municipality of Brooke-Alvinston assume the care of the Alvinston Memorial Garden**

### Background:

The Alvinston Memorial Garden was generally under the care of the Cemetery Board however municipal staff were responsible for grass cutting and tree trimming. When new trees were planted, the Cemetery staff would oversee the purchase, planting and watering of the tree and install the plaque.

### Comments:

The cemetery personnel will continue to act as the conduit between the family/ friends requesting the trees and the purchase of the tree and plaque, the Municipality will look after the upkeep of the gardens formally.

Staff have no concerns.

### Financial Considerations:

Memorial trees and plaques are paid for by the family / friends that request the tree.

### ATTACHMENTS:

[Memorial Garden Motion to Municipality](#)

*Alvinston Cemetery Board*

3236 River Street

P.O. Box 28

Alvinston, Ont N0N 1A0

November 20, 2023

To: The Municipality of Brooke-Alvinston  
From: Patsy Ikert, Secretary-Treasurer

Please be advised that the Alvinston Cemetery Board passed the following motion at the meeting on November 15:

Jenny Redick made a motion to have The Municipality of Brooke-Alvinston take over the care of The Alvinston Memorial Garden. Jeannette Douglas seconded the motion.

A handwritten signature in black ink, appearing to be the name 'P. Ikert', written in a cursive style.



The Corporation of the Municipality of Brooke-Alvinston  
REQUEST FOR MAINTENANCE / REPAIR / IMPROVEMENT  
(Drainage Act, R.S.O. 1990, Chapter D.17)

RECEIVED  
NOV 15 2023

I hereby give notice that the morely zavitz Drain is out of repair and request that:

Maintenance (preservation of a drainage works) or repair (restoration of a drainage works to its original condition) be performed under the provisions of Section 74 of the Drainage Act, R.S.O 1990, Chapter D.17.

The drain be improved (modification of or an addition to a drainage works intended to increase the effectiveness of the system) under the provisions of:

\_\_\_ Section 76, (Update the Schedule of Maintenance for the Drain)

\_\_\_ Section 78, (New Engineer's Report for the Drain)

(of the Drainage Act, R.S.O. 1990, Chapter D.17)

The following work is required:

water in field

Property Description: Lot \_\_\_\_\_ Concession \_\_\_\_\_ Roll Number \_\_\_\_\_

911 address 7524 rokeyby line

Dated at the Municipality of Brooke-Alvinston this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

Name-please print

Jim Mhuoy

Signature

Name-please print

Signature

Telephone#

Home

Cell

Email address:

[redacted] gmail.com

Additional Comments if any:



St. Clair Region Conservation Authority  
 205 Mill Pond Cres., Strathroy, ON, N7G 3P9  
 (519) 245-3710 (519) 245-3348 FAX  
 E-Mail: stclair@scrca.on.ca  
 Website: www.scrca.on.ca

Member Municipalities

September 7, 2023

Township of Adelaide-Metcalf

Municipality of Brooke-Alvinston

Municipality of Chatham-Kent

Township of Dawn-Euphemia

Township of Enniskillen

Municipality of Lambton Shores

Municipality of Middlesex Centre

Village of Newbury

Village of Oil Springs

Town of Petrolia

Town of Plympton-Wyoming

Village of Point Edward

City of Sarnia

Municipality of Southwest Middlesex

Township of St. Clair

Municipality of Strathroy-Caradoc

Township of Warwick

Mayor and Council  
 Municipality of Brooke-Alvinston  
 3236 River Street  
 Alvinston, Ontario  
 N0N 1A0

To the Mayor and Council of Brooke-Alvinston,

RE: Demolition permit for the A.W. Campbell house

On behalf of the St. Clair Region Conservation Authority (SCRCA) Board of Directors, I am requesting council’s consideration and issuance of a demolition permit for the A.W. Campbell house located at the A.W. Campbell Conservation Area (8477 Shiloh Line).

The A.W. Campbell House was opened as a museum in the early 1970’s and was operated a few days a week. In the 1980’s the hours of operation were reduced and eventually the house was only open for one weekend a year during the SCRCA’s annual maple syrup festival. The A.W. Campbell house has not operated since 2001. The Authority has no plans to reopen the building for public access.

The condition of the building is poor and unsafe for public use. In 2021, County of Lambton building officials inspected the building and the SCRCA retained VDP Engineering to complete a structural assessment of the building (report attached). The inspection and assessment resulted in the identification of many deficiencies and recommendations that leaving the building “in its current condition is not an option” and that “the complete and substantial restoration of house structure may eventually prove to be difficult, even maybe impossible, and if it is possible, it may prove to be financially not viable.”

The Authority’s request for a demolition permit is due to the safety risk the house currently poses to visitors at the Conservation Area, the inability of the SCRCA to cover the costs associated with restoring or rebuilding the structure, and the lack of future use for the building. The SCRCA’s request falls under Section 34 of the *Ontario Heritage Act*, which requires the approval of the local council for demolition of any heritage attributes located within their jurisdiction.

As clarified in the will of A.W. Campbell and the attached solicitor’s reporting letter, demolition of the structure will not infringe on the wishes and/or conditions of the donation which specifies that the “the lands shall be used in perpetuity for a park, a recreational area, or for reforestation.”

The SCRCA understands and appreciates the importance the A.W. Campbell House has with members of the local community and as such, in August 2023, SCRCA staff met with officials from the Lambton Heritage Museum to discuss the building and the artifacts retained in it. The SCRCA would work with the County of Lambton's Cultural Service Division to ensure components of the A.W. Campbell House would be retained due to its historical values prior to and after demolition. A summary of the meeting and recommended actions is listed below:

- Staff with the Cultural Services Division with the County of Lambton have reviewed the property and its contents and have identified several **items of local historical significance that can be transferred** to the collection of the Lambton Heritage Museum collection to ensure that they are safeguarded, preserved, and remain accessible to the public for future generations.
- Although the home has been determined to be unsafe and cannot be restored, there are several **architectural elements within the home that could potentially be salvaged and repurposed** to support restoration efforts related to historic buildings located at the Lambton Heritage Museum site. There are several period-appropriate elements that could potentially be incorporated into such projects as the restoration of the Canatara Cabin, for example, with appropriate recognition to identify these architectural elements as once belonged to the A. W. Campbell House.
- The Cultural Services Division has offered to support the SCRCA and the local advocacy group with the research and **development of an interpretive historical plaque to mark the former site of the A. W. Campbell House**, and an online exhibit to be featured on the SCRCA website to showcase the important history of the A. W. Campbell family, the home, and the property.
- The Cultural Services Division invited the SCRCA to collaborate with the local advocacy group in submitting an application for potential **financial support for such recognition through the Creative County Grant Program**, which has provided 50% financial support toward the cost of several historical plaque projects that have been completed over the past 10 years in other municipalities throughout the County.

Thank you for the consideration of our request and please do not hesitate to contact me if you have any questions.

Sincerely,

Ken Phillips  
 General Manager  
 St. Clair Region Conservation Authority

cc. Don McCabe, Andrew Meyer

encl. VDP Engineers report  
Purchase Agreement