



**TOWNSHIP OF MELANCTHON  
HYBRID COUNCIL MEETING  
THURSDAY, APRIL 3<sup>RD</sup>, 2025 - 5:00 P.M.**

***Council meetings are recorded and will be available on the Township website under Quick Links – Council Agendas and Minutes within 5 business days of the Council meeting.***

Join Zoom Meeting

<https://us02web.zoom.us/j/87525026140?pwd=tXaGphwc12ZlVP7qIfGir42NfkTna1.1>

Meeting ID: 875 2502 6140

Passcode: 715944

One tap mobile

+14388097799,,87525026140#,,,,\*715944# Canada

+15873281099,,87525026140#,,,,\*715944# Canada

Dial by your location

- +1 438 809 7799 Canada
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Meeting ID: 875 2502 6140

Passcode: 715944

**AGENDA**

- 1. Call to Order**
- 2. Land Acknowledgement Statement**

*We will begin the meeting by sharing the Land Acknowledgement Statement:*

We would like to begin by acknowledging that Melancthon Township recognizes the ancestral lands and treaty territories of the Tionontati (Petun/Wyandot(te)), Haudenosaunee (Six Nations), and Anishinaabe Peoples. The Township of Melancthon resides within the lands named under the Haldimand Deed of 1784 and the Lake Simcoe-Nottawasaga Treaty (Treaty 18).

These territories upon which we live and learn, are steeped in rich Indigenous history and traditions. It is with this statement that we declare to honour and respect the past and present connection of Indigenous peoples with this land, its waterways and resources.

- 3. Announcements**

- 4. Additions/Deletions/Approval of Agenda**
- 5. Declaration of Pecuniary Interest and the General Nature Thereof**
- 6. Approval of Draft Minutes – March 20<sup>th</sup>, 2025**
- 7. Business Arising from Minutes**
- 8. Point of Privilege or Personal Privilege**
- 9. Public Question Period** (Please visit our website under Agendas and Minutes for information on Public Question Period)
- 10. Public Works**
  1. Accounts
  2. Motion to Release 2024 Gravel Tender Cheque to Flesherton Concrete Products
  3. Other
- 11. Planning**
  1. Applications to Permit
  2. Other
- 12. Strategic Plan**
- 13. Climate Change Initiatives**
- 14. Dufferin OPP Detachment Board – Melancthon, Mono, Mulmur**
- 15. Committee/Board Reports & Recommendations**
- 16. Correspondence**

**Board, Committee & Working Group Minutes**

1. Shelburne Public Library Board – January 21, 2025

**Items for Information Purposes**

1. Letter from Amy Martin, Chair of the Western Ontario Wardens Caucus
2. County of Dufferin Resolution regarding the Immediate Recalibration of the Canada-Wide Early Learning and Child Care System (CWELCC) Formula
3. County of Dufferin Correspondence Regarding Melancthon's Resolution for Additional Resources for County Roads
4. County of Dufferin Correspondence Regarding Melancthon's Resolution Requesting Temporary Traffic Calming Measures on County Road 17
5. Township of Amaranth Resolution Regarding Planning Authority
6. County of Dufferin Resolution Requesting an Advanced Left Turn at the Intersection of Highway 10 and Dufferin Road 7(Hockley Road)/Dufferin Road 16
7. Hunter and Associates – Press Release NDACT Eases the Way Forward Towards Approval of the Deepest Below the Water Table Quarry in the Ontario Niagara Escarpment Geological Area
8. Nottawasaga Valley Conservation Authority – Media Release NVCA's Draft Regulations Mapping Open for Public Consultation
9. Bruce County Resolution on Supporting Municipal Response to Tariffs
10. Lanark County Motion Regarding the United States Tariffs on Canadian Goods and the Immediate Implementation of a "Buy Canadian" Approach

## **17. General Business**

1. Accounts
  1. Accounts Ending December 31, 2024
  2. Accounts March 2025
2. Notice of Intent to Pass By-law
3. New/Other Business/Additions
4. Unfinished Business
  1. Nottawasaga Valley Conservation Authority – NVCA Board of Directors Resolution Regarding Oro-Medonte’s Resolution Proposing the Amalgamation of the NVCA and the Lake Simcoe Region Conservation Authority (LSRCA)
  2. Motion Requesting MPP Sylvia Jones attend Council to Update us on the Priorities of the Government and to Hear the Concerns from Members of Council at both the Township and County Levels
5. Reports/Updates from Members of Council & Administrative Staff
  1. Town of Caledon – Process on Impacts of Aggregates and Quarries – Deputy Mayor McLean

## **18. Delegations**

1. 5:30 p.m. – Statutory Public Meeting & Notice of Intent to Pass By-law for a Zoning By-law Amendment on Part of Lot 241, Concession 1 NE – Old Order Mennonite Church
2. 5:45 p.m. – Oscar Urbina, Victor Chung Pezo and Simon Parent-Pothier, EOLECTRIC – Invited by Council to provide further information on a Wind Farm Opportunity in Melancthon Township
3. 6:00 p.m. – Ted Oldfield, Bennett Grant, LLP and Rizwana Nazar, Naz Law – Closed Session Matter regarding 517462 County Road 124
4. 6:30 p.m. – David Germain, Thomson Rogers – Closed Session Matter – Strada Aggregates Applications

## **19. Closed Session**

1. Items for Discussion:
  1. 239(2)(e)(f) – 517462 County Road 124 - Ted Oldfield, Bennett Grant, LLP and Rizwana Nazar, Naz Law will be in attendance for this Closed Session Matter
  2. 239(2)(f) – Strada Aggregates Applications – David Germain will be in attendance for this Closed Session Matter
2. Approval of Draft Minutes – March 20, 2025
3. Business Arising from Minutes
4. Rise With or Without Report from Closed Session

## **20. Third Reading of By-laws**

## **21. Notice of Motion**

## **22. Confirmation By-law**

## **23. Adjournment and Date of Next Meeting – Thursday, April 17<sup>th</sup>, 2025 at 5:00 p.m.**

APPLICATIONS TO PERMIT FOR APPROVAL  
April 3, 2025 COUNCIL MEETING

PROPERTY OWNER	PROPERTY DESCRIPTION	SIZE OF BUILDING	TYPE OF STRUCTURE	USE OF BUILDING	DOLLAR VALUE	D.C.'s	COMMENTS
Anson Martin Agent: Enoch Martin - Grey North Carpentry Ltd	Pt Lot 29, Con 5 NE 238501 4th Line NE	185.7673m2 (1999.58sqft)	Home Industry	Industrial	\$250,000	Yes	With Planner for Review
Anson Martin Agent: Enoch Martin - Grey North Carpentry Ltd	Pt Lot 29, Con 5 NE 238501 4th Line NE	86.665 (932.85sqft)	On Farm Machine Storage and Power Room	?	\$10,000	?	With Planner for Review
Brian French - Lennox Farms Ltd.	W Pt Lot 20, Con 2 OS 518024 County Road 124	535m2 (5758.69sqft)	Greenhouse (Additon to Existing Building)	Agricultural	\$250,000	No	With Planner for Review

*Minutes for Shelburne Public Library Board Meeting  
Tuesday, January 21, 2025*

**Present:** Lindsay Wegener-Shelburne                      James Hodder-Shelburne  
Mikal Archer-Shelburne                      Tricia Field-Shelburne  
Patricia Clark-Mulmur (Zoom)                      Susan Graham-Amaranth  
Ruth Plowright-Melancthon (Zoom)                      Sharon Martin-Mono

**Also Present:** Rose Dotten, CEO/Head Librarian

**Regrets:** Geoff Dunlop-Shelburne

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The Vice-Chair, Lindsay Wegener, due to absence of Chair, Geoff Dunlop, called the meeting to order at 7:00 pm, January 21, 2025.

Reading of Land Acknowledgement:

“We would like to begin by respectfully acknowledging that the Town of Shelburne resides within the traditional territory and ancestral lands of the Anishinaabe including the Ojibway, Potawatomi, Chippewa and the People of the Three Fires Confederacy.

These traditional territories upon which we live, work, play and learn are steeped in rich Indigenous history and traditions. It is with this statement that we declare to honour and respect the past and present connection of Indigenous peoples with this land, its waterways and resources.

**Motion 01-25                      P. Clark, S. Martin**

Be it resolved that we approve the Agenda of the January 21, 2025, meeting.

**Carried**

**Motion 01-25                      P. Clark, J. Hodder**

Be it resolved that we approve the minutes of the board meeting, dated December 17, 2024.

**Carried**

**Motion 03-25                      S. Martin, P. Clark**

Be it resolved that we approve the Accounts Payable Register for December, 2024, with invoices and payments in the amount of \$50,100.31;

**Carried**

CEO/ Head Librarian’s Report:

- **Statistics—Including Social Media and e-resources**

Attached is a summary of the Monthly Statistics for December, 2024.

- **Programming-**

- **Children’s Programming continues: –**

Children’s programming will continue with Lego Time on Wednesday afternoons, morning Story Time every Friday morning, and Books & Babies and STEM will continue throughout the year.

- School Visits: these in-person visits by students from some of the public schools are not happening during the winter months.
    - Tween Programming continues—various programs such as STEM programming, “Among Us”, “Booking It” and Board games will continue on

various Fridays . In December, “Booking It”, Gingerbread Houses, Board Games and Colouring will be held on various Fridays, and movie nights were held on Dec 10/24, and tonight, Jan. 21/25, at 5 pm, with a wonderful supply of popcorn!

### **Adult Programming:**

- **Archivist on the Road**—Laura Camilleri, Archivist, from MOD, will continue to come in once a month during 2025, but the exact dates have not yet been determined. More programs will be held in the new year.
- **Coffee, Conversation & Books**—The last one was held on Wednesday December 18/24 at 7 pm, in Orangeville. The author was Cynthia Young, local author, historian and storyteller. The schedule for 2025 has not yet been set.
- **Rose’s Book Club**—the 4<sup>th</sup> Tuesday of each month—The December meeting was cancelled as it was too close to Christmas. But the January meeting will be held on Tuesday, January 28, 2025.
- **“Get Crafty” sessions:** Crafters come to the library weekly to work on various crafts with other crafters every Tuesday from 1:30 – 3:30 pm. One of our volunteers, Anne Crowder, and Rose, coordinate this program, and the attendance has been high and continues to grow every week.
- **Tech Help**—The program “Seniors Helping Seniors”, involves volunteer seniors helping others. We have a number of seniors helping other seniors, by appointment, with numerous tech issues. Usually on Tuesday and/or Thursday evenings and some Friday afternoons.
- **Silent Auction and Book Sale**— Again, another highly successful Silent Auction was held on Saturday, November 23, 2024. There were some unique and really interesting items that were for sale and our patrons and friends came through again with their support. The total raised at the Silent Auction was about \$5,800. We are blessed with wonderful and generous patrons here at our library. It is gratifying to know how much we are appreciated and the support that the library is given.
- **Inter-Library Loan (ILLO)**—The ILLO service resumed on January 6/25, when we thought the back-log of the postal strike would be over. The service is pretty much back to normal again.
- **March Break Events**—The tickets for the three March Break events will be ready soon. The tickets are sold in groups of three and are \$10 for all 3 events. Once the limited number of tickets are sold including the Birds of Prey, then the tickets for Fireside Munsch and Comic Juggler Craig, are \$4.00 each. The three events for March Break are as follows:
  1. **Birds of Prey (live animals)**—here at the library at 2pm on Tuesday, March 11/25.
  2. **Fireside Munsch**—at Grace Tipling Hall at 2 pm on Wednesday, March 12/25.
  3. **Comic Juggler Craig**—at Grace Tipling Hall at 2 pm on Thursday, March 12/25.
- **Business**
  - **Correspondence --**

We received an email from the CAO of the Town of Shelburne, Denyse Morrissey, providing us with the Town pay grids for the positions that correspond to the Library’s pay grid levels. This was in response to a

request from Rose and will definitely help us with our financial planning for the coming year.

**Motion 04-25        R. Plowright, P. Clark**

That we now adjourn at 8:01 p.m., to meet again February 18, 2025, at 7 pm., or at call of the Chair.

**Carried**



Tuesday, March 18, 2025

The Honourable Mark Carney  
Prime Minister of Canada  
Office of the Prime Minister  
80 Wellington St  
Ottawa, ON K1A 0A6  
[pm@pm.gc.ca](mailto:pm@pm.gc.ca)

The Honourable Doug Ford  
Premier of Ontario  
Legislative Building, Room 281  
Queen's Park  
Toronto, Ontario M7A 1A1  
[premier@ontario.ca](mailto:premier@ontario.ca)

Dear Prime Minister Carney and Premier Ford,

On behalf of the Western Ontario Wardens' Caucus (WOWC), I want to thank you both for your strong leadership on behalf of Ontario and Canada through the continued uncertainty around tariffs and international trade.

The WOWC is a not-for-profit organization representing 15 upper and single-tier municipalities and 1.6 million constituents across rural Western Ontario, aiming to enhance the prosperity and overall well-being of rural and small communities across the region.

As Chair of the Western Ontario Wardens' Caucus (WOWC), I want to express our ongoing support for the Governments of Ontario and Canada as you work to navigate the challenges posed by tariffs, inter-provincial trade barriers, and other trade restrictions.

Western Ontario's economy is closely linked to trade, particularly with the United States, but also within Canada. Economists highlight that sectors most vulnerable to the imposition of tariffs and trade barriers—potentially leading to layoffs or significant economic challenges—include automotive, construction, energy, agriculture, and consumer goods. In terms of industry GDP, manufacturing, wholesale trade, and transportation and warehousing are expected to be among the most affected industries.

Regional export data, defined as both domestic and international exports outside of Western Ontario, is available through Lightcast Analyst. Western Ontario's exports outside of the region totaled over \$226 billion in 2022. Exports outside the Western Ontario region in the largest industry, manufacturing, totaled close to \$145 billion in 2022, representing 64% of total regional exports. Tariffs on agriculture and food also present substantial risks to the regional economy. This industry accounts for nearly \$12 billion in goods in regional exports.

The WOWC recognizes that trade barriers—whether international or inter-provincial—create significant challenges for industries that are vital to our region's economic stability, job





creation, and long-term prosperity. Restrictions on the movement of goods, services, and labour between provinces can hinder economic growth, increase costs for businesses, and limit opportunities for rural communities. Addressing these inter-provincial trade barriers is crucial to ensuring that businesses in Western Ontario can compete effectively in the national and global marketplace.

The WOWC will remain a vocal advocate for solutions that protect our industries and communities, as we are committed to working with all levels of government to safeguard our region's economic future. As part of this commitment, the WOWC strongly supports efforts to develop and implement procurement policies that alleviate some of the financial and administrative burdens on municipalities. We recognize that municipalities are often constrained by procurement regulations that limit flexibility and increase costs. By collaborating with provincial and federal governments, we can work towards policies that streamline procurement, promote local economic development, and enhance the efficiency of public investments.

Western Ontario's strength comes from our ability to adapt and respond as a region, and the WOWC remains dedicated to partnering with all stakeholders to ensure our communities remain strong and resilient. We look forward to continued collaboration with both levels of government to address these pressing economic and trade-related challenges.

Sincerely,

A handwritten signature in dark ink that reads "Amy Martin". The signature is fluid and cursive, with a small dot at the end.

Mayor Amy Martin  
Chair, Western Ontario Wardens' Caucus  
[chair@wowc.ca](mailto:chair@wowc.ca)

cc.

Hon. Lisa Thompson, Ontario Minister of Rural Affairs  
Rebecca Bligh, President, Federation of Canadian Municipalities  
Robin Jones, President, Association of Municipalities of Ontario  
Christa Lowry, Chair, Rural Ontario Municipal Association  
Bonnie Clark, Chair, Eastern Ontario Wardens' Caucus  
Western Ontario MPs and MPPs  
Western Ontario Wardens' Caucus Counties and Municipalities



March 20, 2025

Ministry of Education  
Honourable Jill Dunlop  
438 University Ave, 5<sup>th</sup> Floor  
Toronto ON M7A 2A5

Honourable Dunlop:

At its regular meeting on March 13, 2025, Dufferin County Council passed the following resolution:

THAT Council direct staff to correspond with the Ministry of Education to request immediate recalibration of the Canada-Wide Early Learning and Child Care System (CWELCC) formula to reflect the targets as they have been achieved;

AND THAT advocacy efforts continue until the Ministry of Education responds to the request.

While the County of Dufferin exceeded its growth targets of new childcare spaces in 2024 with the opening of two new childcare centres, Dufferin did not exceed the overall target set for 2022 – 2026, as shown below:

	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>Total</b>
Target	0	90	120	108	160	478
Actual	0	93	294	0	-	387

The 2025 CWELCC funding allotment to Dufferin County includes funding for a combined total of 2022-2024 growth targets, as well as 50% of the target set for 2025. As such, the County of Dufferin is responsible for funding the shortfall in 2025. While Dufferin County is still in dire need of childcare spaces, we expect there will be no creation of new childcare spaces in 2025 due to the lack of available funds to support them. It is anticipated that this shortfall could be in the range of \$2,000,000, based on the current funding model. This is a large financial burden that is being placed on the municipality during these uncertain economic times.

Dufferin County is dedicated to ensuring families have access to quality affordable childcare and we urge the Ministry to immediately recalibrate the CWELCC formula to reflect targets as they have been achieved.



Thank you,

*Michelle Dunne*

Michelle Dunne  
Clerk

Cc     Dufferin Municipalities



## Denise Holmes

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**From:** Michelle Hargrave <mhargrave@dufferincounty.ca>  
**Sent:** Tuesday, March 18, 2025 3:44 PM  
**To:** Denise Holmes  
**Subject:** Melancthon Resolution - Additional Resources for County Roads  
**Attachments:** 2024-10-10 Resolution - Melancthon - Road Safety.pdf

Good Afternoon,

The Infrastructure and Environmental Services Committee reviewed Melancthon's resolution regarding additional resources for County roads (attached) at its October 24, 2024 meeting and again at its February 27, 2025 meeting. The Committee thought it would be advantageous that further discussion take place at the March 13, 2025 Council meeting. Council did discuss the motion but no further action was taken.

You can listen to the discussion by clicking on the following dates:

[Infrastructure and Environmental Services – October 24, 2024](#) (occurs at 1:40:01 into the video)

[Infrastructure and Environmental Services – February 27, 2025](#) (occurs at 42:24 into the video)

[Council – March 13, 2025](#) (occurs at 7:54 into the video)

Thank you,  
Michelle Hargrave

**Michelle Hargrave | Administrative Support Specialist, Clerk's Department | Office of the CAO  
County of Dufferin** Phone: 519-941-2816 Ext. 2506 | [mhargrave@dufferincounty.ca](mailto:mhargrave@dufferincounty.ca) | 30 Centre  
Street, Orangeville ON L9W 2X1

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*The Corporation of*  
***THE TOWNSHIP OF MELANCTHON***

*157101 Highway 10, Melancthon, Ontario, L9V 2E6*

*Telephone - (519) 925-5525*

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

*Email: [info@melancthontownship.ca](mailto:info@melancthontownship.ca)*

October 10, 2024

County of Dufferin  
30 Centre Street  
Orangeville, ON  
L9W 2X1

Dear Sir or Madam:

At the meeting of Council held on October 3, 2024, the following motion was passed:

**Moved by White, Seconded by McLean**

Whereas the County of Dufferin has an extensive road network hosted by 8 local municipalities,

And whereas traffic volumes continue to increase on all roads in Dufferin with a corresponding increase in poor driving behaviors, including speeding, stunt driving, distracted driving, and others,

And whereas community safety and wellbeing is the responsibility of all levels of government,

And whereas local municipalities carry the burden of policing on roads within their respective jurisdictions regardless of ownership of the roads,

Therefore be it resolved that Council for the Township of Melancthon requests that the County of Dufferin set aside funding in its budget annually to secure additional equipment, resources and patrol officers to add enforcement to roads falling under the jurisdiction of the County of Dufferin, and that the County of Dufferin work with local police service boards, municipalities and relevant stakeholders to provide those additional resources,

And further that this motion be sent to all Dufferin municipalities, all Dufferin Police Service Boards, and the County of Dufferin for ratification. Carried.

Yours truly,

*Sarah Culshaw*

Sarah Culshaw  
Treasurer/Deputy-Clerk

Cc     Dufferin Municipalities  
        Dufferin Police Services Boards

## Denise Holmes

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**From:** Michelle Hargrave <mhargrave@dufferincounty.ca>  
**Sent:** Tuesday, March 18, 2025 4:35 PM  
**To:** Denise Holmes  
**Subject:** Melancthon Resolution - Traffic Calming Measures  
**Attachments:** 2024-11-12 Resolution - Melancthon - Temporary Traffic Calming Measures - Cty Road 17.pdf

Good Afternoon,

On February 27, 2025, the Infrastructure and Environmental Services Committee discussed the Town of Melancthon's resolution (attached) to request traffic calming measures at County Road 17 and Highway 10. You can listen the discussion [here](#). It is at 58:11 into the video. Councillor White had advised us that he will be bringing forward a notice of motion regarding this issue at the next committee meeting on March 27, 2025.

Thank you very much,  
Michelle

**Michelle Hargrave | Administrative Support Specialist, Clerk's Department | Office of the CAO  
County of Dufferin** Phone: 519-941-2816 Ext. 2506 | [mhargrave@dufferincounty.ca](mailto:mhargrave@dufferincounty.ca) | 30 Centre  
Street, Orangeville ON L9W 2X1

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*Email: [info@melancthontownship.ca](mailto:info@melancthontownship.ca)*

November 12, 2024

County of Dufferin  
30 Centre Street  
Orangeville, Ontario  
L9W 2Z1

Attention: Michelle Dunne, Clerk

Dear Michelle,

At the meeting of Council held on November 7, 2024, the following motion was introduced and passed:

*Moved by Plowright, Seconded by Neilson*

**Be it resolved that:**

"Whereas Melancthon Township has experienced a series of tragic motor vehicle collisions at the corner of Highway 10 and County Road 17; and  
Whereas traffic volume is increasing through Melancthon, making collisions more frequent in the Township; and  
Whereas the existing two way stop sign is insufficient in addressing the challenge of impatient and distracted motorists; and  
Whereas the province is responsible for the intersection in question; and  
Whereas Dufferin County has a moral duty to advance road safety on all of its roads, regardless of whether specific intersections are under the control of the County or not.  
Now Therefore Be It Resolved that Melancthon Council requests the County of Dufferin to identify suitable temporary traffic calming measures on County Road 17 to make the road safer; and  
Further that the County invite a senior representative from the Ministry of Transportation to appear at the Infrastructure and Environmental Services Committee to discuss the hazardous intersection in question, including the possibility of erecting a set of traffic lights or building a roundabout.

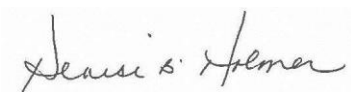


And further that this motion be sent to the Dufferin OPP Detachment Board – Melancthon, Mono, Mulmur; Dufferin OPP Detachment Board – Orangeville; Dufferin OPP Detachment Board – Shelburne; Dufferin OPP Detachment Board – Amaranth, Grand Valley, East Garafraxa; All municipalities in Dufferin County; Township of Southgate; Municipality of Grey Highlands; Sylvia Jones, MPP – Dufferin-Caledon.”

**Carried.**

Thank you.

Yours truly,

A handwritten signature in cursive script, reading "Denise B. Holmes". The signature is written in dark ink on a light-colored background.

Denise B. Holmes, AMCT  
CAO/Clerk

- c. Dufferin OPP Detachment Board – Melancthon, Mono, Mulmur  
Dufferin OPP Detachment Board – Orangeville  
Dufferin OPP Detachment Board – Shelburne  
Dufferin OPP Detachment Board – Amaranth, Grand Valley, East Garafraxa  
All municipalities in Dufferin County  
Township of Southgate  
Municipality of Grey Highlands  
Sylvia Jones, MPP – Dufferin-Caledon



374028 6TH LINE • AMARANTH ON • L9W 0M6

March 13, 2025

Ministry of Municipal Affairs and Housing  
Office of the Minister  
777 Bay Street, 17th Floor Toronto ON M7A 2J3

Sent by email to [minister.mah@ontario.ca](mailto:minister.mah@ontario.ca)

**Re: Resolution regarding Planning Authority**

At its regular meeting of Council held on March 5, 2025, the Township of Amaranth Council passed the following motion:

**Resolution #: 6**

**Moved by:** C. Gerrits

**Seconded by:** A. Stirk

BE IT RESOLVED THAT:

The Township of Amaranth request that the Minister of Municipal Affairs and Housing (MMAH) remove planning authority from Dufferin County as they similarly did with other upper tier municipalities as part of Bill 23: More Homes Built Faster Act in 2022.

For (4): C. Gerrits, S. Graham, B. Metzger, and A. Stirk

Nay (1): G. Little

**CARRIED (4 to 1)**

**Background**

Dufferin County was founded in 1881, being created from parts of the counties of Grey and Simcoe, on the north and east, and from the County of Wellington on the south and west. From 1881 until March 27th, 2015 all planning within Dufferin County was completely solely at the local municipal level.

On March 19, 2013 the Province of Ontario amended Regulation 352/02 of the Planning Act (*Mandatory Adoption of Official Plans*), requiring Dufferin County to adopt an Official Plan via Section 1(2) of Regulation 352/02;

*(2) If an upper-tier municipality that is named in subsection (1) does not, on March 19, 2013, have an approved official plan, the council of the municipality shall prepare and adopt a plan and submit it for approval on or before March 31, 2015. O. Reg. 101/13, s. 1.*

The County's Official Plan was approved by the Ministry of Municipal Affairs and Housing (MMAH) on March 27th, 2015. It should be noted that Regulation 352/02 requires Dufferin County to have an Official Plan but it does not compel Dufferin County, or any of the twenty nine (29) municipalities named under Section 1, to develop a Planning Department. The Province of Ontario does require that all lower tier Official Plans must comply with the upper tier Official Plan.

The County's OP Section 1.1.4 Purpose of the Plan Subsection 5 states that the purpose of the Official Plan is to "Guide private investment through land use and development policies to ensure efficient development approvals and administrative processes consistent with the County's goals and objectives."

Section 3.7.1 Affordable Housing subsection c) further states that it is the policy of the County that "the County will encourage the provision of affordable housing where appropriate, through: iii. supporting the reduction of housing costs by streamlining the development approvals process...."

Dufferin County's Strategic Plan 2023 - 2026 identifies Governance as a priority area with a stated objective to "explore opportunities to ensure effective and efficient service delivery..."

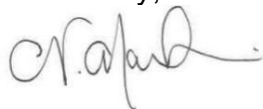
The Township of Amaranth's Strategic Plan was based on the Foundational Pillar: Manage an Efficient and Effective Township.

Council believes that the County having approval authority for planning applications is counter to the stated goals of the County's OP and Strategic Plan as well as the Township of Amaranth's Strategic Plan and Foundational Pillar. It has been observed since the provincial approval of the County's OP that approvals for planning applications take longer and cost the applicant significantly more money than at the Township level. As the Province mandates that all Upper Tier Official Plans cannot be more restrictive than local Official Plans, if a planning application meets the requirements for the local Official Plan it is not possible to fail to meet the requirements of the County's OP and is therefore a complete duplication of effort.

The Planning Department at the County serves a role in providing input and support to local municipalities as well as completing regular conformity reviews and other studies required by the Province and this function should remain at the County level.

Please do not hesitate to contact the office if you require any further information.

Yours truly,



Nicole Martin, Dipl. M.A.  
CAO/Clerk

March 18, 2025

Ministry of Transportation  
Minister Prabmeet Sarkaria  
777 Bay Street, 5<sup>th</sup> Floor  
Toronto ON M7A 1Z8

Honourable Sarkaria:

At its regular meeting on March 13, 2025, Dufferin County Council passed the following resolution:

THAT Council renew the request for an advanced left turn at the intersection of Highway 10 and Dufferin Road 7(Hockley Road)/Dufferin Road 16.

Thank you,

*Michelle Dunne*

Michelle Dunne  
Clerk

Cc Dufferin Municipalities

March 14, 2025

## PRESS RELEASE

### **NDACT eases the way forward towards approval of the deepest Below the Water Table Quarry in the Ontario Niagara Escarpment geological area**

At 5:33 pm on March 10, 2025, I (Garry Hunter) received the following email communication from North Dufferin Agricultural and Community Taskforce (NDACT):

*As a Community Group, NDACT could not be more grateful for your efforts as our Community Trusted Consultant. For over 3 years now, you have diligently worked on the file, educated NDACT and Strada on the pitfalls of such an application and you have done it selflessly and with great candor.*

*At this time, NDACT's goal for clarity on the Application has been achieved and we no longer require your services.*

NDACT subsequently confirmed that my joint Peer Review services to Strada Aggregates were also simultaneously terminated. I acknowledge that up to my March 10, 2025 termination, I was actively making submissions to Strada's appointed adjudicator to constructively address outstanding Quarry Site Plan Application Issues.

My understanding is that I was terminated due to my strenuous objection to Strada's filing of the Quarry Site Plan Application on January 31, 2025, and my direct request to Strada that the Application be withdrawn and let the scientific process play out in accordance with the Community Engagement Agreement, which I had supported throughout my retainer.

The NDACT / Strada Community Engagement Agreement of December 20, 2022 contained, among others, the following provisions:

*At the conclusion of the Community Peer-Review of the Studies, one of two events will occur:*

- 1. If the Studies or peer reviews conclude that the Proposed Quarry would cause unreasonable adverse environmental effects, Strada will not proceed with a formal application.*

2. ***If the Studies or peer reviews conclude that the Proposed Quarry would not cause unreasonable adverse environmental effects, Strada shall proceed with a formal ARA Application. NDACT will not object to the Application.***

*Strada filed their Application for a License to extract below the water-table with the Ministry of Natural Resources on Friday January 31, 2025. This is the first step in the Aggregate Resources Act - Application Process. In this step the Ministry reviews the materials filed and confirms whether the Application is "Complete". (<https://www.ndact.ca/strada-faqs>)*

In my view, Strada's arbitrary filing of the formal ARA Application on or about January 31, 2025, prior to resolution of the two fundamental either/or events was 'heavy handed', a 'breach of the public trust' and cast a biased 'dark shadow' over the subsequent objective determination of the 'either/or events' of the Community Engagement Agreement.

In response to the Strada Quarry Site Plan application filing with the Ministry, the Application is not complete. There are No Adjacent Agriculture Lands, No Headwater Tributary Fish Population, No Aquatic Life Water Quality, No Drinking Water Quality, and No Quarry Ammonium Nitrate / Fuel Oil Emulsifier (AN/FO) impact studies included.

The NDACT chair, at a February 20, 2025 Township of Melancthon Council Meeting (quoted from the Hamilton Spectator, March 7, 2025) :

*"But there's a big piece missing in the scientific investigation, Mr. Cosack said at the Feb 20 Council Meeting (at Melancthon), and that's the "hydro-g" water studies.*

*The NDACT rep confirmed that there is no agreement by his group on those studies. He said that Strada notified NDACT that it was going to submit the application.*

*He said he did not know the reason for the company's action. **But he confirmed that NDACT will oppose the pit expansion under the water table if its peer-reviewer for the water studies is not satisfied.***

*He said the board of NDACT felt that the condition of the endorsement of water studies was enough protection that it was not worth trying to argue over the application being submitted."*

My understanding is that NDACT failed to 'argue over the application being submitted' due to primary concerns about losses of community financial compensation and offset benefits and not about water resource impacts.

**In effect, NDACT's deferral to Strada's breach of the Community Engagement Agreement combined with shooting of the messenger (NDACT's Community Trusted Consultant) undermines the credibility of this agreement. There can be little confidence that NDACT will not capitulate to Strada again with respect to protection of the Pine River Headwater and Horning's Mills Community Water Resources from the adverse environmental effects of the proposed Quarry Site Plans as filed by Strada on January 31, 2025.**

At the Horning's Mills NDACT Community Meeting on the evening of March 5, 2025, with the permission of the NDACT Chair, I distributed relevant Peer Review Hydrogeology handouts including Visuals (17 pages), the Proposed Quarry - Major Issues List, and the Quarry Mandatory Operational Principles. Copies are available on request.

**The Strada filing of the ARA Site Plan on or about January 31, 2025 does have the benefit of now placing the Quarry Application fully in the public domain.** This is further emphasized by the Strada February 1, 2025 News Release which stated:

*Strada has engaged in ongoing discussions with NDACT and the local community, reinforcing its commitment to openness, science-based decision-making, and meaningful community engagement.*

*As per its agreement, Strada remains committed to holding off on submitting the application for formal review until any outstanding issues with NDACT's peer reviewer have been resolved.*

This past NDACT Peer Reviewer, through now four iterations of rejected submissions, is also not satisfied with the Strada consultant January 31, 2025 supporting component studies largely prepared by aggregate industry 'strangers from away' but technically qualified to meet aggregate industry standards. **However, local experience and values are missing from most of the component studies.**

As this Strada ARA Application is now in the public domain and as I have been released by NDACT (and Strada) as the Trusted Community Peer Reviewer, I continue to standby and be available to support the Horning's Mills community at large.



---

**Garry T. Hunter, M.A.Sc., P.Eng.**

Environmental Systems Planner, Hydrogeologist and Civil Engineer

Email: [ghunter@hunter-gis.com](mailto:ghunter@hunter-gis.com)

*Mr. Hunter is from the Mulmur Melancthon farming community and went to public school in Honeywood and high school in Honeywood and Shelburne.*

*Mr. Hunter received his Master of Applied Science degree (Civil Engineering) from the University of Toronto (and Purdue University, Indiana) in 1969 and is a registered member of the Association of Professional Engineers of Ontario.*

*Mr. Hunter has been specifically recognized by the Ontario Municipal Board and/or the Ontario Superior Court of Justice as an expert in law and qualified to give opinion evidence as a Civil Engineer and in the fields of airphoto interpretation, geology, hydrogeology, hydrogeochemistry, the collection and mining of geographic data for hydrogeological purposes, stormwater management and solar shadowing.*

*During Ontario Superior Court of Justice proceedings (Feb 8 and 9, 2001), the Ministry of Municipal Affairs and Housing stated: "Mr. Hunter brings a unique ability to explain interdisciplinary co-relations and a unique experience with the area (Oak Ridges Moraine) under consideration" - Ontario (Ministry of Municipal Affairs and Housing) v. Ontario (Municipal Board).*

*Mr. Hunter has worked on many of the Niagara Escarpment geological area Quarries and most of the Quarries in the Ottawa Region.*

*Mr. Hunter was the NDACT Trusted Community Consultant from about 2006 to 2012 in relation to the failed Melancthon Mega Quarry Application.*

*He has recently appeared (Feb 2025) at a 16 day Ontario Land Tribunal Hearing in Caledon.*

*Enclosures: Major Issues List  
Mandatory Operational Principles*



Garry Hunter  
January 10, 2025

## **Strada Proposed Quarry Major Issues List**

### **1. Is the current Oct 2024 Groundwater Model Fit for Predictive Purposes?**

The current model, despite the four cycles of Peer Review comments, have not incorporated any change in Model Layer Aquifer Parameters since the 2022 Shelburne Report or any change in Calibration statistics since my first cycle Peer Review.

The current model underestimates dry weather groundwater and stream flows by two to three times where direct comparison of Model STR virtual and actual dry weather stream flows are available.

No confirming on site pump tests have been provided.

My Dec 10 request to Strada sought to systematically compare the Strada Model dry weather STRs to observed dry weather flows at Mega Quarry (Genivar), NVCA and Strada stream gauging sites.

The current model underestimate of groundwater flows likely means that the Oct 2024 Site Plan Infiltration Capacity is undersized and the Impact Assessments compromised.

### **2. Is Quarry Diversion of Pine River groundwater headwater tributary stream flows to the Boyne River tributaries acceptable?**

Strada's current Oct 2024 Groundwater Model (at face value) and Oct 2024 Site Plan infiltration Design reduces groundwater and stream flows at Hornings Mills Main Street by as much as 50 % for some extraction phases. This reduction has adverse implications for dilution of village effluents and for maintenance of Brook Trout Habitat. Corresponding measurable decreasing flow reductions may be anticipated as far downstream as the Pine River Provincial Fishing Area.

Corresponding flow increases and water table rises may be anticipated in the Boyne River headwater and tributaries and wetlands with adverse implications for residential lots, lots of record and contiguous agricultural fields and tile drainage outlets.

Strada may not have even modelled the critical groundwater and stream flow reduction scenario. My Dec 10 request for supplemental Model Runs included a contingency for Lift 2 Quarry floor rupture (analogy Woods Quarry west of Kingston) and for the period immediately following Quarry Closure when the Site Plans contemplate Strada's ill-advised complete, withdrawal from Infiltration compensation for Horning's Mills community and Pine River headwater streams.

Optimal Site Plan relocation of Infiltration infrastructure would significantly reduce the hydrogeological impacts and improve the acceptability of this Quarry Site Plan proposal.

**3. Do the October 2024 Site Plans incorporate appropriate Water Quantity Management and Operational Performance Criteria?**

The October 2024 Site Plans are based on 'Run of the Quarry' water management. Quarry sump contact water pumped to infiltration infrastructure facilities as required to keep the operating quarry floor dry and intercepted 4<sup>th</sup> line upper aquifer water as available passively by gravity flow to injection wells. No consideration in Site Plan notes to the 24/7/365 need for infiltration compensation as required to maintain existing groundwater flows to the Hornings Mills community and Pine River headwater streams for the life of the Quarry and beyond.

No operational quantity performance criteria and infraction penalties are proposed by the Oct 2024 Site Plan notes.

**4. Do the October 2024 Site Plans incorporate appropriate Drinking Water Aquifer and Protection of Aquatic Life Water Quality Infiltration / Injection Operational Performance Criteria?**

Strada's October 2024 Level 1 and 2 Hydrogeological Assessment is devoid of water quality data and analysis despite the collection of considerable data during Pit Compliance Monitoring and in September 2024.

The October 2024 Site Plans do not include any Drinking Water Quality performance criteria for proposed infiltration / injection of Quarry contact and non contact agriculturally contaminated water into the community Drinking Water Aquifers via the 4<sup>th</sup> Line Interceptor Drain. No water treatment has been proposed.

Strada might also consider the alternative use of SCADA controlled extraction (Pressure Relief in Geotechnical vernacular) Wells to bypass the high quality Gasport Aquifer flows through the proposed Quarry. This would reduce the need for Vertical Hydraulic Barriers.

My Dec 10 request for additional deep aquifer water quality information was intended to further evaluate Strada's single Sept 2024 water quality sample analyses on the 4<sup>th</sup> Line deep aquifer monitors as well as complete deep aquifer natural water quality analyses in the southeast corner of Melancthon Pit No 2 area.

**5. Do the October 2024 Site Plan Notes Adequately incorporate the Geotechnical Consultant Contingencies?**

The Site Plan notes do not incorporate the full range of Geotechnical Consultant contingencies with respect to the proposed vertical Hydraulic Barrier wedges and the potential for Lift 2 Quarry Floor rupture (analogy Woods Quarry west of Kingston).

The variable conditions described by the Geotechnical Consultant are unlikely to have been captured by Strada's groundwater model which contemplates uniform underground conditions not affected by blasting events.

**6. Does the Quarry Groundwater Monitoring Network meet the requirements for Efficient Long Term water level (potentials) monitoring requirements?**

The Site Plan groundwater monitoring network has not been rationalized to long term efficient Quarry needs. Many monitors are located in areas not protected from future quarry activities including a number of deep recently constructed expensive multi-level monitors. There are a number of redundant legacy pit monitors which may be eliminated.

Legacy pit monitor nomenclature is confusing and does not reflect the now accepted geological formation / model layer nomenclature.

There are significant monitor screen network gaps within the Model Aquifer Layers, especially in the underground stream area.

Monitor screen vertical and horizontal location needs to be rationalized by Model Layer to provide full site coverage while at the same time reducing Strada's monitoring and agency review efforts.

**February 7, 2025**  
**QUARRY ADAPTIVE OPERATIONAL PRINCIPLES**  
**(Preliminary - Evolving)**

The following Mandatory and Adaptive Discretionary Quarry operation principles are proposed.

**Mandatory Principles**

The Mandatory Operational Principles are:

1. Implementation of an Adaptive Management Plan.
2. Performance Criteria to protect Horning's Mills Community and Pine River headwaters from water quantity and quality degradation.
3. No diversion of surface or groundwater flows from the Pine River headwaters to the Boyne River headwaters.
4. No raising of water tables on Duivenwoorden Pit lands or in NAT-01 Wetland.
5. No root zone flooding of agricultural fields.
6. Removal of Deep (Gasport) Aquifer Hydraulic Barriers prior to closure.
7. Termination of quarry and / or groundwater extraction if Performance Criteria are breached by Quarry operations.

**Operational Discretionary – Design Principles**

The following discretionary solutions may be implemented based on operational experience for conditions 'as found' or reasonably anticipated and as determined by Strada to be necessary to meet Performance criteria. Typical Design Details to be shown on the Site Plans.

8. Provision for separation (or merging) of Upper Aquifer (Guelph), Deep Aquifer Non- Contact Water and Quarry Sump Contact Water based on operating conditions as found or as anticipated.
9. Ground Water Extraction and Infiltration Infrastructure and transmission components to be implemented when there are excess quantity and/or adverse quality inflows into the Quarry excavation or as anticipated.
10. Implementation of Pressure Relief Wells as required to facilitate Lift 2 / Lift 3 extraction and construct Lift 3 Hydraulic Barriers if deemed necessary.
11. Implementation of vertical Hydraulic Barrier Walls for Lift 1 or Lift 3 (High or Low Pressure) if deemed necessary.
12. Provision of stormwater quality treatment (denitrification) riparian wetland storage pond for Quarry contact water and contaminated Upper Aquifer non-contact water as may be required.
13. Provision of surface pond and/or aquifer storage to support continuous 24/7/365 groundwater infiltration to Pine River headwaters.
14. Implementation of pathogenic treatment of surface water discharge to Infiltration media as required.
15. Implementation of SCADA and hydraulic controls for water management and maintenance of downgradient dry weather flows to the Pine River headwaters and Horning's Mills community.



## **MEDIA RELEASE**

FOR IMMEDIATE RELEASE

### **NVCA's draft regulations mapping open for public consultation**

UTOPIA, Ontario (March 17, 2025) – Property owners in the Nottawasaga Watershed can now review and comment on the Nottawasaga Valley Conservation Authority (NVCA)'s draft regulation mapping.

"NVCA is responsible for regulating development in natural hazard areas in order to avoid the loss of life and damage to property due to flooding and erosion," said Ben Krul, Manager of Development Planning & Permits at NVCA. "Regulation mapping is a tool that shows where natural hazards such as flooding and erosion can occur in the Nottawasaga Watershed. If your property is located within a regulated area, you may require approval from NVCA before starting your next project."

Property owners are encouraged to [review the draft regulations mapping on NVCA's website](#) to see if there are inconsistencies between the features on their properties and NVCA's draft mapping. Comments can be submitted through [nvca.on.ca](https://nvca.on.ca).

As part of the public consultation process, NVCA will host a public open house at the Tiffin Centre for Conservation on April 1, 2025, from 5:30 p.m. to 8:00 p.m. Residents who are not able to come to the open house can book an appointment with NVCA's Planning staff to go over questions or concerns regarding the mapping. To book an appointment, please email [planning@nvca.on.ca](mailto:planning@nvca.on.ca).

Comments received will be reviewed by staff, and refinements may be made to the mapping where deemed appropriate and in keeping with current legislation.

For more information about the public consultation or to learn more about the natural hazards found in our watershed, visit [NVCA's website at nvca.on.ca](https://nvca.on.ca)

- 30 -

**About NVCA:** The Nottawasaga Valley Conservation Authority is a public agency dedicated to the preservation of a healthy environment through specialized programs to protect, conserve and enhance our water, wetlands, forests and lands.

**Media contact:** Maria Leung, Senior Communications Specialist at 705-424-1479 ext.254,  
[mleung@nvca.on.ca](mailto:mleung@nvca.on.ca)



March 24, 2025

The Right Honourable Mark Carney,  
Prime Minister of Canada  
80 Wellington Street  
Ottawa, ON K1A 0A2 (sent via email: [pm@pm.gc.ca](mailto:pm@pm.gc.ca))

**RE: Enabling a Municipal Response to Tariffs**

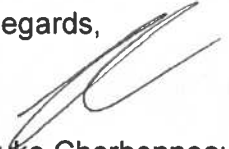
Dear Prime Minister Carney,

The County of Bruce continues to monitor the situation with respect to proposed tariffs by the United States. Tariffs and the corresponding responses are inherently macro-economic in nature. Given this fact, the tools available to municipalities are limited.

The County of Bruce is adopting a strategy to respond to the impacts of tariffs locally which includes implementation of procurement policies focused on purchasing from Canadian sources, where permitted by trade agreements.

The County calls on the federal and provincial governments to take action to ensure that municipalities have the tools they need to protect Canadian consumers and businesses and ensure the continued prosperity of the Canadian economy. The attached resolution provides the details of the County's formal request.

Regards,

  
Luke Charbonneau,  
Warden  
[warden@brucecounty.on.ca](mailto:warden@brucecounty.on.ca)

cc. The Honourable Doug Ford, Premier of Ontario  
([premier@ontario.ca](mailto:premier@ontario.ca))  
Association of Municipalities of Ontario (AMO) ([policy@amo.on.ca](mailto:policy@amo.on.ca))  
Federation of Canadian Municipalities (FCM) ([resolutions@fcm.ca](mailto:resolutions@fcm.ca))  
All Ontario Municipalities

**Agenda Number:** b.  
**Resolution Number** BCC-2025-042  
**Title:** Government Relations - Implication of Tariffs on  
Bruce County  
**Date:** March 20, 2025



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**Moved by** Councillor Jay Kirkland  
**Seconded by** Councillor Mark Goetz

### **Resolution on Supporting Municipal Response to Tariffs**

**Whereas** the United States' Executive Administration is enacting tariffs under the International Emergency Economic Powers Act, which will significantly impact the economic stability of both countries; and

**Whereas** federal and provincial leaders are encouraging Canadians to buy Canadian; and

**Whereas** municipalities have significant purchasing power through capital and infrastructure programs; and

**Whereas** the Association of Municipalities of Ontario reports that Ontario municipalities are expected to spend \$250 to \$290 billion on infrastructure over the next 10 years; and

**Whereas** trade agreements and legislation have traditionally prevented municipalities from giving preference to Canadian products and services; and

**Whereas** municipalities can help combat tariffs and support businesses through procurement for capital and infrastructure programs;

**Now therefore be it resolved** that the Council of County of Bruce calls on the federal and provincial governments to:

1. Empower municipalities to buy Canadian;
2. Remove any impediments to municipalities preferring Canadian companies for capital projects and supplies when appropriate and feasible;
3. Work with municipalities on measures to protect Canadian consumers and businesses.
4. That the federal and provincial governments be requested to remove interprovincial trade barriers.

**Be it further resolved** that this resolution be forwarded to Prime Minister Mark Carney, Premier Doug Ford, the Association of Municipalities of Ontario, the Federation of Canadian Municipalities, and all Ontario municipalities.

**Carried**



99 Christie Lake Road, Perth, ON K7H 3C6

All Ontario Municipalities

2024.03.27

To Whom it May Concern:

On Wednesday March 12<sup>th</sup>, 2025 Lanark County Council passed the following motion:

**MOTION #CC-2025-39**

**MOVED BY:** P. McLaren

**SECONDED BY:** B. King

**WHEREAS** the United States has placed 25% tariffs on Canadian goods and 10% tariffs on energy exports from Canada; and

**WHEREAS** trade between Ontario and the U.S. is very important to our residents and local economies, and requires all levels of government to work together in the best interest of those residents; and

**WHEREAS** according to data from the Association of Municipalities of Ontario, across Ontario, municipalities are expected to spend between \$250 and \$290 billion on infrastructure in the next 10 years; and

**WHEREAS** Ontario municipalities have traditionally treated trade partners equally and fairly in all procurements in accordance with our established international trade treaties; and

**WHEREAS** municipalities play a crucial role as part of the Team Canada approach to combat tariffs and support businesses in our procurement of capital and infrastructure programs; and

**WHEREAS** there are trade barriers between Canadian provinces and territories.

**NOW THEREFORE;** be it resolved that Lanark County stand with Team Canada; and

**THAT** Lanark County shall immediately institute a "Buy Canadian" approach with routine and regular purchases within the mandate of existing trade agreements; and

INFO 10  
APR 3 2025



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99 Christie Lake Road, Perth, ON K7H 3C6

**THAT** Lanark County supports the Canadian and Ontario governments on measures they have put in-place in response to the U.S. tariffs on Canadian goods; and

**THAT** Lanark County requests that Canadian and Ontario governments remove any impediments to municipalities preferring Canadian companies and services for capital projects and other supplies; and

**THAT** Lanark County requests the Canadian and Ontario governments take action to remove trade barriers between provinces as a response to U.S. tariffs and support Canadian businesses; and

**BE IT FURTHER RESOLVED** that the Clerk forward this resolution to the following organizations:

- All Ontario Municipalities
- The Rural Ontario Municipal Association and the Association of Municipalities of Ontario
- The Premier of Ontario
- The Prime Minister of Canada
- The local MP and MPP

Thank you,



Megan Beson, Deputy Clerk

Cc: Association of Municipalities of Ontario, Hon. Doug Ford, Premier of Ontario, Right Hon. Mark Carney, Prime Minister, Scott Reid, MP, John Jordan, MPP





## Nottawasaga Valley Conservation Authority

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Mayor and Council of the Township of Melancthon  
157101 Highway 10  
Melancthon, Ontario  
L9V 2E6

February 28, 2025

Dear Mayor and Councillors,

I am writing on behalf of the Nottawasaga Valley Conservation Authority (NVCA) Board of Directors regarding Oro-Medonte's recent resolution proposing the amalgamation of the NVCA and the Lake Simcoe Region Conservation Authority (LSRCA) under section 11 of the *Conservation Authorities Act, 1990*.

Following careful deliberation with our Board, and discussion with the Chair and CAO of the LSRCA, it is the position of the NVCA Board that a formal amalgamation is neither necessary nor advisable. (Our resolution to that effect is enclosed.)

Let me outline why our Board has taken this position:

To date, no independent, expert analysis has been presented to demonstrate that amalgamation would improve efficiency or service delivery. On the contrary, experience has shown that larger municipal entities often result in increased costs, governance challenges, operational inefficiencies and a loss of local focus.

Further, NVCA and LSRCA serve distinct watersheds with unique ecological, planning and regulatory frameworks. While some municipalities are within both Authorities, the vast majority of NVCA member municipalities have little in common with the Lake Simcoe watershed. Additionally, the LSRCA has distinct responsibilities under the *Lake Simcoe Protection Act*, which highlights the unique challenges of that watershed. A single, combined Authority could dilute focus and reduce responsiveness to local needs, given the new entity would span a very large geographic area.

Rather than pursuing an amalgamation process—one that would inevitably lead to debates over jurisdiction, governance and composition—the NVCA Board is focused on delivering meaningful improvements that address the concerns of our municipal partners. Our goal is to enhance service delivery, streamline permitting and development processes, and maintain a strong commitment to protecting people and property from natural hazards under Ontario law.

This work is already well underway under the leadership of our Interim CAO. I would like to highlight several initiatives that directly respond to the issues raised by our stakeholders and members:

**Nottawasaga Valley Conservation Authority**  
8195 8<sup>th</sup> Line, Utopia, ON L0M 1T0  
T: 705-424-1479 • F: 705-424-2115  
admin@nvca.on.ca • nvca.on.ca

*A member of Conservation Ontario*

GB 17.4.1

APR 3 2025

- Operational Accountability: We have implemented a new monthly reporting system for development and permitting applications to the Chair and Vice-Chair to ensure heightened accountability and service improvement.
- Process Review and Best Practices: We are undertaking a comprehensive audit of our development-application processes to identify opportunities for greater efficiency. As part of this review, we are working collaboratively with LSRCA and other Authorities to share best practices and standardize processes where appropriate.
- Improving Consistency Between NVCA and Other Conservation Authorities: Recognizing that some municipalities are subject to both authorities' regulations, we are committed to aligning our review processes to ensure they are as consistent and predictable as possible.
- Customer Service Improvements: We are updating our customer-service policy and will provide additional staff training to enhance responsiveness and efficiency.

You may view more about this action plan in the enclosed staff report presented to our board.

These measures are practical, targeted and achievable. They will result in tangible improvements without the disruption, expense and uncertainty that an amalgamation process would bring.

The NVCA Board remains committed to continuous improvement and collaboration with our municipal partners. We welcome your feedback as we pursue these important initiatives and remain open to further discussions on how we can best support your community's needs.

Thank you for your attention to this matter. Please do not hesitate to contact me or our Interim CAO, Sheryl Flannagan at [sflannagan@nvca.on.ca](mailto:sflannagan@nvca.on.ca), if you wish to discuss this further.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Jonathan Scott', with a stylized flourish extending from the end.

Jonathan Scott

Chair, Nottawasaga Valley Conservation Authority

cc

Mayors and Councils within the LSRCA and NVCA

LSRCA Board

Conservation Ontario Council



NOTTAWASAGA VALLEY CONSERVATION AUTHORITY  
BOARD OF DIRECTORS  
MEETING NO. 02-25-BOD  
February 28, 2025

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Agenda Item#: 13.4.1

Resolution#: 18-25

MOVED BY: Cllr. June Porter

SECONDED BY: Mayor Gary Harvey

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**WHEREAS:** the Board of Directors is in receipt of correspondence from Oro-Medonte Council that seeks to start the amalgamation process between the NVCA and the Lake Simcoe Region Conservation Authority (LSRCA) as outlined in Section 11 of the Conservation Authorities Act; and

**WHEREAS:** NVCA and LSRCA serve distinct and separate watersheds, each with unique ecological, planning and regulatory considerations, including LSRCA's additional responsibilities under the Lake Simcoe Protection Act; and

**WHEREAS:** no independent, expert analysis has been conducted to determine whether an amalgamation would improve efficiency and service delivery or whether it may instead result in increased costs, governance challenges, operational inefficiencies or dilution of focus on the needs of the individual watersheds; and

**WHEREAS:** Conservation Ontario has generally supported maintaining the current structure of thirty-six Conservation Authorities across Ontario, recognizing the value of locally focused watershed management; and

**WHEREAS:** the NVCA is actively collaborating with other Conservation Authorities and through a customer centric focus, has been making improvements to processes and procedures, therefore,

**BE IT RESOLVED:** that the NVCA Board of Directors opposes the proposed amalgamation of NVCA and the LSRCA, as it has not been demonstrated that such a change would benefit watershed management, municipalities or the public; and

**FURTHER THAT:** the Board supports continued and enhanced collaboration between NVCA, Conservation Ontario, and other Conservation Authorities to standardize processes and procedures where feasible, particularly to assist development and permit applicants whose activities fall within municipalities that straddle multiple watersheds; and

**FURTHER THAT:** remains committed to working constructively with Oro-Medonte and all NVCA member municipalities to address and resolve any challenges, including planning and permitting, in a fair, transparent and efficient manner; and



NOTTAWASAGA VALLEY CONSERVATION AUTHORITY  
BOARD OF DIRECTORS  
MEETING NO. 02-25-BOD  
February 28, 2025

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**FURTHER THAT:** a copy of this resolution with a letter from the Chair be sent to all NVCA and LSRCA member municipalities, the LSRCA Board and Conservation Ontario Council.

☒ Carried Unanimously

☐ Approved by Consent

☐ Defeated

☐ Tabled

☐ Deferred until \_\_\_\_\_

A handwritten signature in black ink, appearing to read "Jonah", with a long, sweeping horizontal stroke extending to the right.

NVCA Chair



Staff Report: 04-02-25-BOD

Date: 28/02/2025

To: Chair and Members of the Board of Directors

From: Sheryl Flannagan  
Interim Chief Administrative Officer/Director, Corporate Services

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**SUBJECT: Interim CAO Workplan**

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**Recommendation**

**RESOLVED THAT: the Board of Directors receive Staff Report No. 04-02-25-BOD regarding the Interim CAO workplan.**

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Purpose of the Staff Report

The purpose of this Staff Report is to update the Board on the Interim CAO's workplan during this transitional period and to update the Board on progress and commitments moving forward.

Background

The NVCA is going through a transformative time with the departure of the previous CAO and the upcoming recruitment of a new CAO. To ensure stability and continuity, the Interim CAO has implemented a focused workplan that addresses current challenges while positioning the organization for success under new leadership.

Issues/Analysis

The following is a list of the four key priorities and commitments.

## 1. Strengthening Municipal relationships

The Interim CAO, Chair, and Vice-Chair have prioritized engaging with partner municipalities to foster collaboration and address concerns. To date, meetings have been held with Wasaga Beach, New Tecumseth, and Oro-Medonte, with a meeting scheduled with Springwater on February 26<sup>th</sup>. Additionally, the Chair has issued an introductory letter inviting all partner municipalities to share any concerns or ideas with the NVCA.

### Progress to Date:

- Engaged with four municipalities to discuss development priorities and address concerns
- Implemented a 48-hour response protocol for issues raised by municipal partners
- Issued a Chair's introductory letter inviting all municipalities to meet or connect with the NVCA

### Continued Commitment:

Goal – Meet with any municipality that expresses interest in engaging with the NVCA

Next Steps – Continue outreach to municipalities and respond promptly to all requests for meetings.

Outcome – Strengthen municipal partnerships and identify opportunities for process improvements based on their feedback.

## 2. Restoring and Enforcing Customer Service Standards

The NVCA's customer service strategy and charter, implemented in 2013, lapsed in practice due to high workloads during the COVID-19 pandemic. In January 2025, the Interim CAO reinstated compliance with the customer service strategy and reminded all staff of their obligations to meet service standards. A copy of the strategy is attached (see attachment #1).

### Progress to Date:

- Customer Service Strategy compliance was reinstated in January 2025
- All staff have been instructed to comply with service timelines as outlined in the charter

### Continued Commitment:



Goal – Achieve full compliance with the Customer Service Strategy within Q1 2025

Next Steps – Review customer service strategy compliance with senior staff on a monthly basis and identify any issues of concern

Reporting – Provide progress updates to the Board at the end of Q2 and again at year-end

Outcome – Improve response times and enhance customer satisfaction

### 3. Evaluating Planning, Permitting, and Engineering processes

The NVCA recognizes the need for a comprehensive evaluation of planning, permitting, and engineering process to ensure efficiency and alignment with legislative changes. The Interim CAO is currently consulting with other CAO's to identify the best approach for this review.

Progress to Date:

- Initiated discussions with other conservation authorities to evaluate process review options
- Solicited recommendations for consultants experienced in conservation authority process evaluations.

Continued Commitment:

Goal – Initiate an external process review by March 31, 2025

Next Steps – Select a consultant or peer conservation authority(s) to conduct the review and set a clear timeline for completion

Outcome – Identify inefficiencies, streamline workflows and enhance service delivery

### 4. Developing a backlog reduction strategy for Planning, Permitting, and Engineering

The NVCA is exploring immediate and long-term solutions to address the backlog in planning, permitting and engineering files. While process improvements from item 3 will drive long-term efficiency, short-term solutions are also under review.

Progress to Date:

- Considering third-party consultants to expedite peer reviews, but cost estimates (approximately \$100,000) raise concerns due to budget constraints

- Exploring internal measures to reduce workload on engineering staff without compromising service standards

Continued Commitment:

Goal – Present a backlog reduction strategy to the Board by the March 2025 meeting

Next Steps – Conclude process review from item 3 to identify internal efficiencies, investigate phased or capped use of consultants if internal measures are insufficient, and provide the Board with a cost-benefit analysis before committing significant funds to peer reviews.

Outcome – Reduce backlog while maintaining fiscal responsibility and service standards.

Relevance to Authority Policy/Mandate

The workplan directly supports the NVCA's mandate under the *Conservation Authorities Act* by ensuring efficient operations, enhancing customer service and fostering productive relationships with partner municipalities.

Impact on Authority Finances

Staff time to prepare this report is addressed in the 2025 budget. Any additional costs related to external consultants for process reviews or backlog reduction will be brought to the Board for approval with a clear cost-benefit analysis.

Climate Change Implications

There are no climate change implications related to this report.

Reviewed by:

*Original Signed by*

Sheryl Flannagan

Interim Chief Administrative Officer/  
Director, Corporate Services

Approved for submission by:

*Original Signed by*

Sheryl Flannagan

Interim Chief Administrative Officer/  
Director Corporate Services

Attachment #1 – Customer Service Strategy



## Corporation of the Township of Melancthon

Moved by .....

Seconded by .....

Date

Be it resolved that:

**Be it resolved that:** Council requests that our MPP Sylvia Jones attend Council to update us on the priorities of the government and to hear the concerns from Members of Council at both the Township and County levels. And a copy of this motion be sent to the Premier of Ontario, Dufferin County Council and all municipalities in Dufferin County.

<u>Recorded Vote</u>	<u>Yea</u>	<u>Nay</u>
Mayor Darren White		
Deputy Mayor James McLean		
Councillor Ralph Moore		
Councillor Bill Neilson		
Councillor Ruth Plowright		

Carried/Lost: \_\_\_\_\_

MAYOR

# TOWN OF CALEDON

## Process on Impacts of Aggregates and Quarries, March 2025

### Town of Caledon's Process on Impacts of Aggregates and Quarries

Mayor's office, 6311 Old Church Rd. Caledon, ON

7 March 2025

**ASK:** Town staff provide a summary of our process and efforts of addressing the impacts of aggregates and quarries within the Town.

The Town of Caledon has undertaken a comprehensive process to address the impacts of mineral aggregate extraction and quarry operations, balancing economic benefits with environmental protection and community well-being. This briefing note summarizes the Town's efforts, including the **Supplementary Aggregate Policy Study** and now a subsequent **Implementation Report and Work Program**, as outlined in the report dated October 7, 2024.

### Objectives of the Study

1. **Policy Development:** Update mineral aggregate policies and mapping in the Future Caledon Official Plan to align with provincial and regional frameworks.
2. **Environmental Protection:** Ensure aggregate operations minimize social, economic, and environmental impacts, particularly on ecologically sensitive areas such as groundwater recharge zones and natural heritage features.
3. **Community Engagement:** Incorporate public and stakeholder feedback into policy development to address concerns such as air quality, noise, truck traffic, and blasting safety.
4. **Rehabilitation and Sustainability:** Promote progressive rehabilitation of aggregate sites and explore strategies for recycled aggregate use in public works projects.

### Key Outcomes and Recommendations

The study resulted in the following key outcomes:

#### 1. Official Plan Amendment (OPA 1)

- Introduces a new **Chapter 20** in the Future Caledon Official Plan, focusing on mineral aggregate resources.
- Establishes policies for long-term protection of aggregate resources, rehabilitation, and compatibility with adjacent land uses.
- Updates mapping to identify **Caledon High Potential Mineral Aggregate Resource Areas (CHPMARA)**, reflecting local constraints such as environmental features and settlement areas.
- Clarifies that aggregate extraction on hazardous lands (e.g., steep slopes) is permitted if it conforms to provincial policies.

# TOWN OF CALEDON

## Process on Impacts of Aggregates and Quarries, March 2025

### 2. Zoning By-law Amendment

- Aligns zoning with the updated Official Plan, including redesignation of lands with surrendered aggregate licenses.
- Introduces new definitions and operational use terms for aggregate-related activities, such as asphalt plants and portable concrete batching plants.

### 3. Additional Implementation Projects

The study recommends a work program for 2025 to address unresolved issues, including:

- Development of a **Caledon Aggregate Standards Manual** to guide study requirements for aggregate applications.
- A **Human Health Risk Assessment Review** to evaluate air quality impacts, informed by the Town's Air Quality Monitoring Study.
- Updates to the **Noise By-law** to better regulate working hours for aggregate operations.
- A **Recycled Aggregate Strategy** for public works projects to promote sustainability.
- Advocacy for provincial policy reform to address gaps in municipal authority over aggregate operations.

### Public Engagement and Feedback

The study involved extensive public consultation, including:

- Three open houses held in June, July, and September 2024.
- A statutory public meeting on September 17, 2024, with 14 delegations and over 100 written submissions.
- Formation of an **Aggregate Resources Community Working Group (ARCWG)** to provide community perspectives and stakeholder input.

### Key Public Concerns

- Environmental degradation, particularly in ecologically sensitive groundwater recharge areas.
- Impacts on air quality, noise, and truck traffic.
- Limited municipal capacity to monitor and enforce aggregate operations.
- Requests for stricter policies on blasting, flyrock, and separation distances from sensitive land uses.

### Industry Concerns

- Requests for extended comment periods and more stakeholder participation.
- Concerns that proposed policies exceed provincial authority under the **Aggregate Resources Act**.
- Advocacy for alignment with provincial policies to avoid increased operational costs.

# TOWN OF CALEDON

## Process on Impacts of Aggregates and Quarries, March 2025

### Alignment with Provincial and Regional Policies

The study ensures conformity with:

- **2024 Provincial Planning Statement:** Protects mineral aggregate resources while minimizing social and environmental impacts.
- **Greenbelt Plan (2017):** Recognizes Caledon's existing aggregate policies as conforming.
- **Niagara Escarpment Plan (2017):** Prioritizes the protection of the Escarpment in case of policy conflicts.
- **Peel Region Official Plan (2023):** Completes mapping and policy gaps left by the Region's municipal comprehensive review.

### Next Steps

1. **Provincial Approval:** Approval of OPA 1 from the Ministry of Municipal Affairs and Housing for under Section 26 of the Planning Act.
2. **Council Approval:** Authorization of the proposed work program and associated budget.
3. **Implementation:** Begin work on priority projects, including the Caledon Aggregate Standards Manual and Excess Soil Official Plan Amendment.
4. **Ongoing Monitoring:** Regular updates to Council on project progress and outcomes.
5. **Ongoing Advocacy:** Continued efforts to address unresolved issues through provincial policy reform and corporate advocacy.

### Key Plans, Reports, & Studies

- [Supplementary Aggregate Resource Policy Study Webpage](#)
- [Official Plan Amendment 1](#)
- [Zoning By-law Amendment 2024-083](#)

Anthony Fairclough, Forks of the Credit Preservation Group provided a delegation regarding agenda item 7.1 Staff Report 2024-0544: Recommendation Report: Supplementary Aggregate Policy Study.

**6.7 Debra Willson, Forks of the Credit Preservation Group, regarding agenda item 7.1 Staff Report 2024-0544: Recommendation Report: Supplementary Aggregate Policy Study**

Debra Wilson, Forks of the Credit Preservation Group, provided a delegation regarding agenda item 7.1 Staff Report 2024-0544: Recommendation Report: Supplementary Aggregate Policy Study.

**6.8 Willa Gauthier (Go-tea-eh), regarding agenda item 7.1 Staff Report 2024-0544: Recommendation Report: Supplementary Aggregate Policy Study**

Willa Gauthier provided a delegation regarding agenda item 7.1 Staff Report 2024-0544: Recommendation Report: Supplementary Aggregate Policy Study.

**7. STAFF REPORTS**

**7.1 Staff Report 2024-0544: Recommendation Report: Supplementary Aggregate Policy Study**

2024-176

**Moved by:** Councillor C. Early

**Seconded by:** Councillor M. Russo

That Staff Report 2024-0544, Recommendation Report: Supplementary Aggregate Policy Study, be received.

That the By-law, being a By-law to adopt Official Plan Amendment 1, included as **Schedule A** to Staff Report 2024-0544, be enacted.

That Council resolves and declares that Official Plan Amendment 1 conforms with all provincial plans or does not conflict with them, has regard to the matters of provincial interest listed in section 2 of the Planning Act, and is consistent with policy statements issued under subsection 3 (1) of the Planning Act.

That per Section 34(17) of the Planning Act, no further public notice is required with respect to the Zoning By-law, being an amendment Zoning By-law 2006-50, as amended.

That the associated amendment to Zoning By-law 2006-50, as amended, included as **Schedule B** to Staff Report 2024-0544, is passed.

That the Clerk be directed to provide notice of the passing of the By-laws adopting Official Plan Amendment 1 and enacting the associated Zoning By-law Amendment, in accordance with the Planning Act.

That staff prepare a work program for Council approval in Q1 2025 to complete the following further projects:

1. An Official Plan Amendment for Town-wide policy requirements related to woodlands over 0.5 hectares meeting minimum biomass requirements, air quality emissions policies, broadband back-up alarms, report

5. A review of the 2021 Caledon Aggregate Rehabilitation Master Plan for its potential applicability as a Town-wide guideline.
6. An Excess Soil Official Plan Amendment.
7. A Recycled Aggregate Strategy for public works projects.
8. A review of the Town's Noise By-law for potential updates.
9. A report on the By-law Enforcement division's ability to undertake monitoring of mineral aggregate operations to provide support to the Ministry of Natural Resources.
10. A strategy for Council advocacy on Provincial mineral aggregate policy reform.

Mayor A. Groves vacated the Chair and Acting Mayor T. Rosa assumed the Chair at 5:19 p.m.

**Motion to Amend:**

2024-177

**Moved by:** Mayor A. Groves

**Seconded by:** Councillor M. Russo

Whereas the proposed Official Plan Amendment No. 1 to the Future Caledon Official Plan contains an update to Caledon's Official Plan policies pertaining to land use planning for mineral aggregate resources; and

Whereas the proposed OPA 1 has been developed after considerable public input; and

Whereas certain policies and action items that the residents consider to be very important to optimize the Town's Official Plan policies, and their implementation, were not included in draft OPA 1 as recommended by Staff Report 2024-0544.

Therefore, be it resolved that:

- A. That the seventh recommendation, second listed action of Staff Report 2024-0544 be amended to read as follows:

**2. A work plan for the preparation of the Caledon Aggregates Standards Manual identified in policy 20.5.2 c) of OPA 1, including a requirement that the Manual be completed within one year of the adoption of OPA 1.**

- B. That an eleventh listed action be added to the seventh recommendation of Staff Report 2024-0544 as follows:

**11. A report to Town Council on the state of mapping, methodologies, and science of determining Ecologically Sensitive Groundwater Recharge Areas within the Town and the use of Ecologically Sensitive Groundwater Recharge Areas in the application of policies in Chapter 20 of Official Plan Amendment No. 1 to the Future Caledon Official Plan.**

- C. That Official Plan Amendment No. 1 to the Future Caledon Official Plan, Section 20.5, Applications for New Mineral Aggregate Extraction, attached as Schedule A to Staff Report 2024-0544, be amended and adopted as follows:

1. New Section 20.5.2 c) be revised by replacing the phrase "have regard" with the word "follow" so the revised policy reads:



**0.1 hectares within wetland complexes** and supporting features to those, unless all of the following criteria are met.”

4. New Section 20.5.3 d) iv) be revised by deleting the phrase “except as otherwise permitted by this Plan” so the revised policy reads:  
 “20.5.3 d) iv) alteration or elimination of the applicable wetland will not result in any immediate or longer-term negative impacts or cumulative negative impacts on adjacent Natural Features and Areas ~~except as otherwise permitted by this Plan~~”;
5. New Section 20.5.3 be revised by inserting the following as new subsection 20.5.3 j):  
**“20.5.3 j) Mineral aggregate operations shall be prohibited in areas where the findings of an Air Quality Assessment indicates a PM<sub>2.5</sub> level in excess of an annual average of 5.0 µg/m<sup>3</sup>. The Air Quality Assessment shall be conducted, in accordance with the Caledon Aggregates Standards Manual for the Town and shall be based on a minimum of three sampling locations for ambient air monitoring, one located upwind and two downwind of the proposed operation. The downwind samples are to be located in or near existing sensitive receptors, such as residential areas. Where the findings of an Air Quality Assessment indicates a PM<sub>2.5</sub> level less than an annual average of 5.0 µg/m<sup>3</sup> a supplementary Air Quality Assessment shall be conducted, in accordance with the Caledon Aggregates Standards Manual for the Town, and shall be on a dispersion model that permits a maximum 75% mitigation rate in order to achieve the ambient air quality objective of a PM<sub>2.5</sub> level less than an annual average of 5.0 µg/m<sup>3</sup>. Where the findings of the supplementary Air Quality Assessment indicate a mitigation rate of more than 75% is required to achieve PM<sub>2.5</sub> level less than an annual average of 5.0 µg/m<sup>3</sup> the Application will not be supported for approval.”**
6. New Section 20.5.7 a) be revised by inserting the phrase “including negative impacts on public health and safety” after the words “with no negative impacts” so the policy reads as follows:  
 “20.5.7 a) Any proposal for new mineral aggregate extraction shall identify all sources of water, their functions, and analyze and assess the impact of the application to satisfactorily demonstrate that the quality and quantity of each of those water resources shall be protected, improved or restored, with no negative impacts, **including negative impacts on public health and safety**, by providing the following information ...”
7. New Section 20.5.7 b) be revised as follows:  
 “20.5.7 b) For dewatering, it is encouraged ~~for that~~ water ~~to~~ remain on site within the licensed area. ~~Any~~ Removal of water from the site **shall not be permitted must provide a net ecological benefit with no quality impacts**”.

A recorded vote was taken as follows:

Recorded Vote

YES

NO

CONFLICT

ABSENT

Acting Mayor T. Rosa vacated the Chair and Mayor Groves resumed the Chair at 5:38 p.m.

**Motion to Amend:**

2024-178

**Moved By:** Councillor D. Maskell     **Seconded By:** Councillor C. Early

Whereas the Province has identified areas within the Town of Caledon that are thought to contain high potential mineral aggregates; and

Whereas the Provincial Planning Statement, 2024 requires the Town of Caledon to make as much of that resource, as is realistically possible, available for extraction; and

Whereas the Provincial Planning Statement, 2024 limits development that could preclude or hinder the extraction of the resource unless the extraction of the resource is not feasible, or where another use serves a greater long-term term public purpose; and

Whereas the Provincial Planning Statement, 2024 supports healthy, integrated, and viable rural areas, as outlined in Section 2.5, by:

- a) Building upon rural character, and leveraging rural amenities and assets;...
- e) Promoting diversification of the economic base and employment opportunities;
- f) Providing opportunities for sustainable and diversified tourism including leveraging historical, cultural and natural assets;
- g) Conserving biodiversity and considering the ecological benefits provided by nature;

Whereas the maintenance of existing haul routes and the construction and maintenance of new haul routes is a matter of great concern to the Town of Caledon because of the financial implications, traffic safety and the impact on the community and other uses of the Town's historical, cultural, natural and recreational resources; and

Whereas there is a need to provide better access to the historical, cultural, natural and recreational resources of the Town of Caledon for the benefit of current and future residents; and

Whereas the Town of Caledon has identified resource areas which are not suitable for extraction because extraction is not feasible, where it conflicts with other planning objectives or because other uses would serve a greater long-term public purpose; and

Whereas the identified areas are shown as Area 1 – 4 on the map titled Schedule E-12 Inglewood/Cheltenham attached hereto; and

Whereas it would be inconsistent with Provincial Planning Statement, 2024 to unnecessarily restrict the use of the lands, however, by including the identified areas within CHPMARA when it is not realistic to expect they will be extracted in the foreseeable future, or they conflict with other planning objectives, or they have the potential to serve a greater long term public purpose;

Therefore be it resolved that Areas 1 – 4. shown on the attached map, be removed from

**A recorded vote was taken as follows:**

<b>Recorded Vote</b>	<b>YES</b>	<b>NO</b>	<b>CONFLICT</b>	<b>ABSENT</b>
Councillor N. de Boer	X			
Councillor C. Early	X			
Councillor L. Kiernan				X
Councillor D. Maskell	X			
Councillor C. Napoli	X			
Councillor T. Rosa	X			
Councillor M. Russo	X			
Councillor D. Sheen				X
Mayor A. Groves	X			
Total	7			2

Carried.

**Motion to amend:**

S. Burke, Manager of Strategic Policy Planning, responded to questions of Council.

2024-179

**Moved by:** Councillor N. de Boer    **Seconded by:** Councillor M. Russo

Whereas James Dick Construction Limited owns land located at Part of Lot 26, Concession 4 EHS near the intersection of Highway 9 and Horseshoe Hill Road; and

Whereas the lands are identified as a Selected Sand and Gravel Resource Area in the Aggregate Resources Inventory of Peel Region (ARIP 165) and are located within the existing Caledon High Potential Mineral Aggregate Resource Area (CHPMARA) in the Town's Official Plan; and

Whereas a portion of the lands are currently zoned Extractive Industrial (MX) in the Town's Zoning By-law and are designated Mineral Resource Extraction Area in the Town's Official Plan;

Whereas the Town's existing Official Plan prioritizes the subject lands as "Aggregate Resource Lands" where new pits are encouraged to locate and which continues to be identified within CHPMARA;

Whereas there are confirmed sand and gravel resources that remain available for extraction subject to future licensing under the Aggregate Resources Act; and

**Whereas property purchasers often only consult the Comprehensive Zoning By-law before making purchasing decisions;**

Therefore, be it resolved that the following changes are made to Official Plan Amendment No. 1 and Zoning By-law Amendment No. 2024-083 as it relates to the lands located at Part of Lot 26, Concession 4, EHS so that the aggregate zoning, designation and mapping remain in place for these lands:

- a) Schedule 2A and Provision 15 be removed from Official Plan Amendment No. 1;
- b) Schedule E12 of Official Plan Amendment No. 1 be revised to fully identify the lands as "Sand and Gravel" on Schedule E12 Caledon High Potential Mineral Aggregate Resource Areas; and,
- c) Schedule A and Provision 16 be removed from Zoning By-law Amendment No. 2024-083.

**A recorded vote was taken as follows:**

<b>Recorded Vote</b>	<b>YES</b>	<b>NO</b>	<b>CONFLICT</b>	<b>ABSENT</b>
Councillor N. de Boer	X			
Councillor C. Early	X			
Councillor L. Kiernan				X
Councillor D. Maskell		X		
Councillor C. Napoli	X			
Councillor T. Rosa	X			
Councillor M. Russo	X			
Councillor D. Sheen				X
Mayor A. Groves		X		
<b>Total</b>	<b>5</b>	<b>2</b>		<b>2</b>

Carried.

**Main motion as amended:**

That Staff Report 2024-0544, Recommendation Report: Supplementary Aggregate Policy Study, be received.

That the By-law, being a By-law to adopt Official Plan Amendment 1, included as Schedule A to Staff Report 2024-0544, **as amended**, be enacted.

That Council resolves and declares that Official Plan Amendment 1 conforms with all provincial plans or does not conflict with them, has regard to the matters of provincial interest listed in section 2 of the Planning Act, and is consistent with policy statements issued under subsection 3 (1) of the Planning Act.

That per Section 34(17) of the Planning Act, no further public notice is required with respect to the Zoning By-law, being an amendment Zoning By-law 2006-50, as amended.

That the associated amendment to Zoning By-law 2006-50, as amended, included as Schedule B to Staff Report 2024-0544, **as amended**, is passed.

That the Clerk be directed to provide notice of the passing of the By-laws adopting Official Plan Amendment 1 and enacting the associated Zoning By-law Amendment, in accordance with the Planning Act.

**That Areas 1-4 , as shown on the attachment, be removed from OPA 1, Schedule E12 Caledon High Potential Mineral Aggregate Resource Areas as shown on Schedule A to Staff Report 2024-0544.**

That staff prepare a work program for Council approval in Q1 2025 to complete the following further projects, **amended by revising the second listed action and adding the eleventh and twelfth listed actions:**

1. An Official Plan Amendment for Town-wide policy requirements related to woodlands over 0.5 hectares meeting minimum biomass requirements, air quality emissions policies, broadband back-up alarms, report accessibility requirements.

2. **A work plan for the preparation of the Caledon Aggregates Standards Manual identified in policy 20.5.2 c) of OPA 1, including a requirement that the Manual be completed within one year of the adoption of OPA 1.**

3. Parameters for a Human Health Risk Assessment Review study design, in

8. A review of the Town's Noise By-law for potential updates.
9. A report on the By-law Enforcement division's ability to undertake monitoring of mineral aggregate operations to provide support to the Ministry of Natural Resources.
10. A strategy for Council advocacy on Provincial mineral aggregate policy reform.
11. A report to Town Council on the state of mapping, methodologies, and science of determining Ecologically Sensitive Groundwater Recharge Areas within the Town and the use of Ecologically Sensitive Groundwater Recharge Areas in the application of policies in Chapter 20 of Official Plan Amendment No. 1 to the Future Caledon Official Plan.
12. An evaluation of the benefits of adding an overlay to the Comprehensive Zoning By-law identifying the Caledon High Potential Mineral Aggregate Resource Areas (CHPMARA) as shown on Schedule E12 to OPA 1.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Councillor N. de Boer	X			
Councillor C. Early	X			
Councillor L. Kiernan				X
Councillor D. Maskell	X			
Councillor C. Napoli	X			
Councillor T. Rosa	X			
Councillor M. Russo	X			X
Councillor D. Sheen				
Mayor A. Groves	X			2
Total	7			

Carried.

## 8. BY-LAWS

### 8.1 BL-2024-082

Being a By-law to adopt Amendment No. 1 to the Future Caledon Official Plan (Official Plan for the Town of Caledon).

### 8.2 BL-2024-083

Being a By-law to amend Comprehensive Zoning By-law 2006-50, as amended, with respect to implementing the Supplementary Aggregate Policy Study.

**Moved By:** Councillor N. de Boer    **Seconded by:** Councillor D. Maskell

2024-180

That By-law 2024-082, as amended and By-law 2024-083, as amended be read a first time and passed.

A recorded vote was taken as follows:

Recorded Vote	YES	NO	CONFLICT	ABSENT
Councillor N. de Boer	X			
Councillor C. Early	X			
Councillor L. Kiernan				X
Councillor D. Maskell	X			



# Guide for Secondary Planning in the 2051 New Urban Area

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**Appendix A: Supporting Studies and Additional Application Materials for an Official Plan  
Amendment to Establish a Secondary Plan**

**Appendix B: Template for a Secondary Plan to the Future Caledon Official Plan**

## 1. Introduction

This guide has been prepared to assist proponents of a secondary planning process within the Town of Caledon's 2051 New Urban Area.

Council's updated direction with respect to secondary planning was established through the adoption of the Future Caledon Official Plan<sup>1</sup>. Future Caledon requires that all New Community Areas and New Employment Areas within the Urban System undergo secondary planning. Its secondary planning policies also incorporate requirements set out in the Region of Peel Official Plan.<sup>2</sup>

Proponents of a new secondary plan are required to prepare terms of reference to guide their secondary planning process in accordance with the direction provided by Future Caledon.

### 1.1 What is a Secondary Plan?

A secondary plan is a second, supplementary, set of detailed development policies to guide growth and change in a specific area of the Town. It is prepared within the policy framework of the official plan, as an official plan amendment, based on a number of technical/supporting studies (see **Appendix B**) and in consultation with stakeholders and the public. A secondary plan implements the Town Structure, objectives, policies and land use designations of the official plan for the local context and addresses matters including, but not limited to:

- the Natural Environment System;
- climate change adaptation and mitigation;
- cultural heritage resources;
- targets for population, housing and jobs;
- the desired form and type of physical development;
- parks, open space, schools and community facilities;
- road network;
- multimodal transportation;
- water and wastewater infrastructure;
- stormwater management;
- phasing and the delivery of infrastructure; and,
- implementation.

---

<sup>1</sup> The Future Caledon Official Plan was adopted by the Council of the Town of Caledon on March 26, 2024 and is currently being reviewed by Provincial staff for approval by the Minister of Municipal Affairs and Housing. The adopted Plan designates new urban areas to accommodate forecasted population and employment growth to 2051 and provides requirements for secondary planning in conformity with the Region of Peel Official Plan.

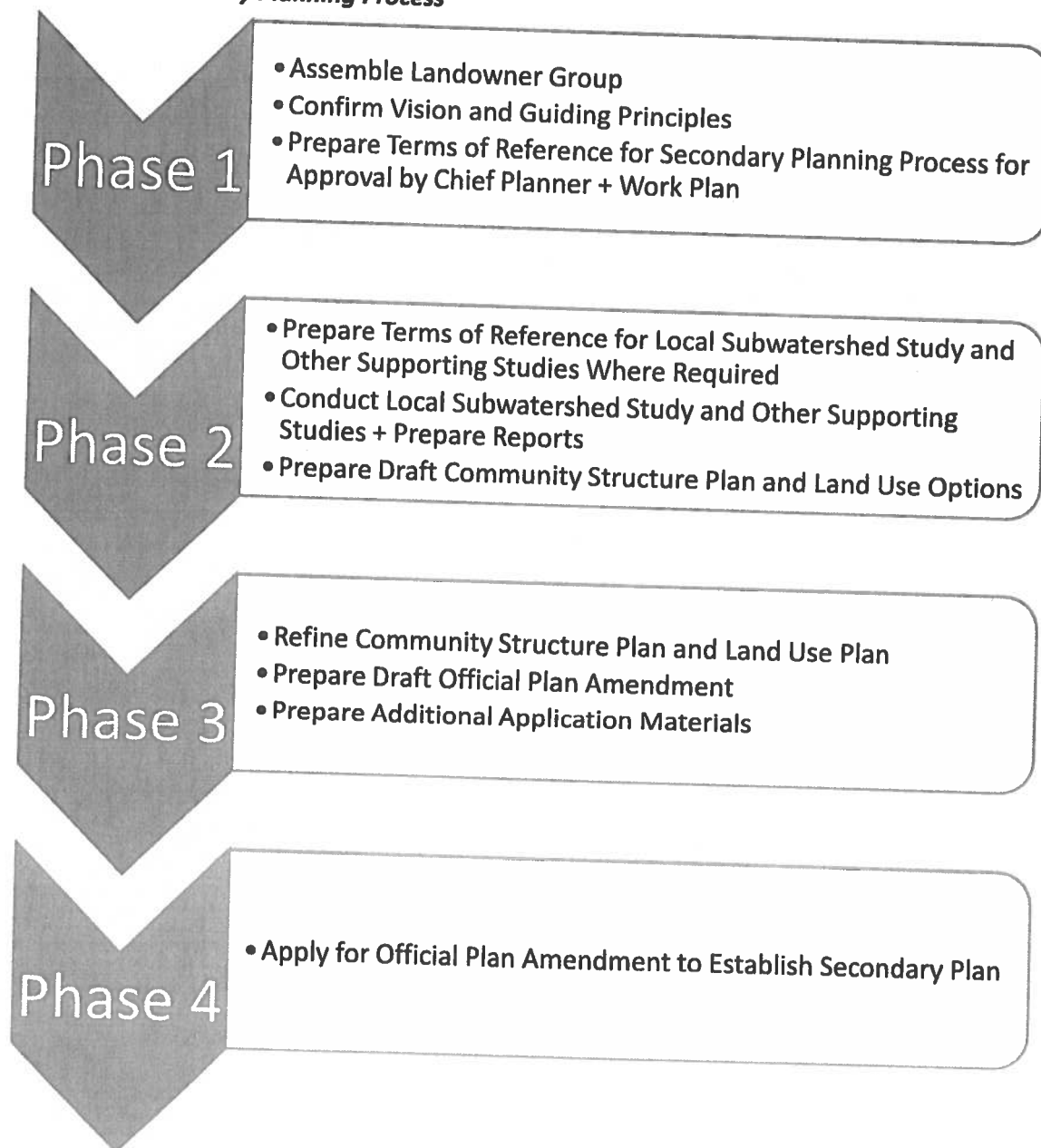
<sup>2</sup> On July 1, 2024, the Region of Peel Official Plan became an official plan of the Town of Caledon. It is now the Town's responsibility to interpret and implement the Region of Peel Official Plan as it applies to Caledon.

## 1.2 Secondary Planning Process

A secondary planning process should generally follow the phases outlined below. Each phase may include more detailed components or subphases, as required. In addition, phases may be completed in parallel with aspects of another phase. The terms of reference required for the secondary planning process may set out a more detailed work plan.

Opportunities for engagement with Indigenous Nations and the public must also be incorporated.

**Figure 2: Secondary Planning Process**





## 2. Terms of Reference for a Secondary Planning Process

To ensure coordinated and comprehensive secondary planning in the 2051 New Urban Area, Future Caledon requires the preparation of terms of reference for a secondary planning process to the satisfaction of the Chief Planner. The intent is to ensure that Planning staff agree with the proposed secondary plan area/boundary and are aware of the developer-led secondary planning work being undertaken.

### 2.1 Requirements

The Policy 21.3.4 of Future Caledon outlines the basic requirements for terms of reference for a secondary planning process:

*Prior to commencing the preparation of a secondary plan, terms of reference for the secondary planning process will be prepared, to the satisfaction of the Town's Chief Planner, that set out:*

- a) the need for the secondary plan;*
- b) the intended scope of the secondary plan, including:*
  - i) rationale for the proposed secondary plan area if not in accordance with Figure F3, Secondary Planning Areas; and,*
  - ii) the components to be addressed from Figure F2a or F2b, Preliminary Community Structure Plan;*
- c) the process and timeline of secondary plan preparation;*
- d) the supporting studies required by the Region of Peel Official Plan and this Plan;*
- e) the opportunities for public participation and involvement;*
- f) the role(s) and responsibilities within the proponent team and/or Town staff; and,*
- g) if multiple landowners are involved, requirements related to landowner group and cost-sharing agreements, including demonstration that a formal landowner group is in place with full participation of the owner(s) of the majority of the lands in the secondary plan area.*

*In a Town-initiated secondary planning process, the terms of reference for the secondary plan will also be provided to Council. No supporting studies, public consultations, or any other work related to the preparation of a secondary plan, should be initiated before the terms of reference for the secondary planning process are approved.*

The proposed process and timeline should consider the secondary planning-related policies of the Region of Peel Official Plan and Future Caledon Official Plan and allocate appropriate time and team resources.

The opportunities for public participation and involvement should consider the owners of land within the secondary plan area that are not part of the proponent landowner group (i.e., "non-participating landowners"), parties that may have an interest and the broader public.

### 2.2 Review and Approval

Draft terms of reference that address Future Caledon Policy 21.3.4 are to be submitted to the Town's lead planner for review. Subject to feedback from relevant staff, and potential revisions by the proponent, the lead planner will recommend that the Chief Planner approve the terms of reference.

### 3. Direction and Guidance

#### 3.1 Background Documents

The following documents, or any updated versions or replacements of them, will inform the preparation of a secondary plan, as well as any other materials identified by Town staff.

- **Province of Ontario:** Planning Act; Provincial Planning Statement (2024); Greenbelt Plan (2017)
- **Region of Peel:** Transportation Master Plan; Water and Wastewater Master Plan; Scoped Subwatershed Study of Settlement Area Boundary Expansion (Wood et al., 2022)
- **Town of Caledon:** Region of Peel Official Plan (2022); Future Caledon Official Plan (Adopted, March 2024); Multi-modal Transportation Master Plan (2024); Active Transportation Master Plan (2024); Parks Plan (2022); Economic Development Strategy (2020); Town-wide Design Guidelines (TBD); Growth Management and Phasing Plan (TBD); Parks and Recreation Strategy (TBD)

#### 3.2 Region of Peel Official Plan

The Town of Caledon is now responsible for the interpretation and implementation of the Region of Peel Official Plan (RPOP) as it applies to Caledon.

The RPOP requires that a subwatershed plan, or equivalent study, be prepared prior to the development of a new secondary plan (RPOP s. 2.6.19.6 and 2.6.19.7). The RPOP also requires that designated greenfield areas be planned as complete communities through secondary planning and that community/neighbourhood level block planning be also done where necessary (RPOP s. 5.6.20).

The RPOP requires that the Town “develop staging and sequencing plans that provide for the orderly, fiscally responsible and efficient progression of development that is coordinated with the Region’s Capital Plan, Peel Water and Wastewater Master Plan, and Transportation Master Plans.” Secondary plan areas are to be “prioritized, advanced, sequenced and approved on the basis of a staging and sequencing plan.” The Town is also required to provide population and employment targets in its official plan for each secondary plan area (RPOP s. 5.6.20.11 and 5.6.20.14).

The RPOP further requires that secondary plans:

- be undertaken on the basis of certain studies and technical analysis (RPOP s. 5.6.20.14.17), which are also required by the Future Caledon Official Plan and included in **Section 2.6, Supporting Studies Checklist** of this document
- include policies to protect, maintain and enhance the extent of canopy cover (RPOP s. 2.14.43.5)

### 3.3 Future Caledon Official Plan

The Future Caledon Official Plan was prepared to conform with the Region of Peel Official Plan and Provincial plans and policies in effect at the time of its adoption.

Secondary plan proponents should be familiar with the foundational work that has been incorporated into the Future Caledon Official Plan, particularly:

- Chapter 3, Town Structure
  - Schedule B1, Town Structure
- Chapter 4, Growth Management
  - Schedule B2, Growth Management
- Chapter 13, Natural Environment System
  - Section 13.9, Natural Environment System in the New Community Areas and New Employment Areas
  - Schedules D2a and D2b, New Urban Area Preliminary Natural Environment System
- Chapter 21, Urban System
  - Schedule F1, Urban System
  - Figure F2a/F2b, Preliminary Community Structure Plan
  - Figure F3, Secondary Plan Areas
- Chapter 22, Community Areas
- Chapter 23, Employment Areas
- Chapter 24, Official Plan Amendments
- Chapter 27, Development Application Requirements

### 3.4 Objective – Secondary Plan Components

Policy 21.3.6 of Future Caledon states that:

*Each secondary plan should include the following:*

- a) *a description of the long-term vision for the area and a series of guiding principles that are intended to achieve the vision;*
- b) *a description of the main structural elements of the secondary plan area and how those structural elements are based on the guiding principles;*
- c) *a description of how much growth is planned in the secondary plan area in the form of population, housing units and employment as applicable;*
- d) *the minimum densities to be achieved in the secondary plan area;*
- e) *the housing targets for each form of residential development, if applicable, and an assessment of the contribution to the Town's overall housing targets;*
- f) *the identification of areas for key community infrastructure to be implemented early in the planning approval process, including lands for stormwater management, public health,*

*education, recreation, parks and open space, cultural and community facilities, public safety and affordable housing;*

- g) policies that ensure the efficient provision of a Caledon-wide multimodal transportation system that includes sustainable transportation and transit infrastructure and services, including the alignment of an east-west higher order transit corridor, the conceptual alignment of other higher order transit corridors along with sufficient east-west road and goods movement capacity;*
- h) policies that provide for the orderly transition from agriculture and related uses that enable agricultural uses to continue for as long as practical and mitigate and/or minimize adverse effects;*
- i) details on the land use designations that are to be applied, including the vision, goals and objectives, permitted uses and development policies that apply to each;*
- j) policies on how the Natural Environment System within the secondary plan area is to be protected, restored or, where possible, enhanced;*
- k) policies that identify how low carbon and alternative and renewable energy systems including district energy systems should be incorporated into the secondary plan area, and how future populations can be protected from climate risk;*
- l) policies that identify what technical studies will be required to support the preparation and consideration of implementing development applications;*
- m) policies that identify how much parkland is required and where and how these parkland areas will be developed;*
- n) policies that specify the number of schools required, if applicable, and where;*
- o) policies that provide direction regarding the conservation of cultural heritage resources;*
- p) policies that provide guidance on the continuation, integration and/or transitioning of existing land uses and the development path for small land holdings;*
- q) the identification of areas where tertiary plans are required or, if tertiary plans are not required, the secondary plan should include the level of detail that would be provided in a tertiary plan;*
- r) a phasing plan that sets out how the secondary plan area will be phased in a logical manner to the satisfaction of the Region of Peel and in accordance with Regional requirements including the feasibility and capacity of public infrastructure required for development; and,*
- s) policies that provide for appropriate urban agricultural uses in suitable locations if the secondary plan applies to an employment area.*

### **3.5 Pre-consultation**

Though no longer required by the *Planning Act*, pre-consultation with Town staff is encouraged. Proponents may visit the [town's website](#) to request a Preliminary Application Review Committee (PARC) meeting to discuss an official plan amendment to establish a secondary plan.

A PARC meeting provides an opportunity to:

- formally share goals for secondary planning and urban development
- discuss a proposed secondary planning area/boundary
- review requirements for a secondary planning process
- review requirements for a local subwatershed study and other supporting studies
- receive preliminary comments from technical review staff (Town and agencies)

### 3.6 Supporting Studies & Materials Checklist

Supporting studies and materials, and related consultation and collaboration, must be conducted to inform the preparation of the official plan amendment to establish a proposed secondary plan as part of the Future Caledon Official Plan.

**Appendix B** includes descriptions of the following studies required in support of an official plan amendment to establish a secondary plan. It also includes lists of additional application materials and technical requirements.

Further expectations specific to a proposed secondary plan area may be set out in a Preliminary (PARC) Meeting Form and Checklist completed by staff as part of the recommended Preliminary (PARC) Meeting process.

- ☐ Local Subwatershed Study
- ☐ Agricultural Impact Assessment (Staff will advise if this is not required.)
- ☐ Archaeological Assessment
- ☐ Climate Change Adaptation Plan
- ☐ Commercial Impact Study
- ☐ Community Design Guidelines
- ☐ Community Energy and Emissions Reduction Plan
- ☐ Community Services and Facilities Study
- ☐ Compatibility and Mitigation Study (Staff will advise if this is not required.)
- ☐ Cultural Heritage Assessment Report
- ☐ Drawings (i.e., survey plan, grading plan and preliminary servicing drawings)
- ☐ Fiscal Impact Study
- ☐ Functional Servicing Report (including stormwater management report)
- ☐ Healthy Development Assessment
- ☐ Housing Assessment (within a Community Area only)
- ☐ Mobility Plan
- ☐ Phasing Plan
- ☐ Transition Area Recommendations (within Campbell's Cross Transition Area only)
- ☐ Transportation Study

### **3.7 Design Charrette**

A design charrette is a collaborative multi-disciplinary workshop focused on a specific design project or problem(s). For each proposed secondary plan, the proponent team is encouraged to host and participate in a design charrette with technical review staff (Town and agencies). The goal is to improve the overall design before the secondary plan is recommended for approval.

Participating planners, urban designers, engineers and other professionals will share, evaluate and challenge each other's work related to the project. They will also collaborate and document or sketch ideas to confirm priorities, address issues and conflicts, and reach consensus.

A charrette is typically a half- or full-day event, depending on the scale and complexity of the proposed secondary plan. The Town's urban design staff will provide additional direction to proponents regarding the charrette.

## Schedule B – Proposed Work Plan for the Caledon Aggregate Standards Manual

The Caledon Aggregate Standards Manual is intended to be a guideline document for use by applicants, staff, and the public to understand the Town's requirements for studies submitted in support of an application to establish or expand an aggregate operation. The Manual will include detailed Terms of Reference (TORs) for various studies that may be required to demonstrate conformity with the policies of the Future Caledon Official Plan as part of the planning application process. Currently, the TORs are embedded in the Official Plan. Moving the TORs to a guideline document will allow greater flexibility to update study requirements or respond to site-specific concerns. This was also recommended in the Peel Region and Town of Caledon Joint Aggregate Policy Review, citing the Halton Region example. The Manual will adopt protocols and principles that frame the peer review process as an independent, objective and fair process, and as a sign of legitimacy to obtain consistent results in accordance with the TORs outlined in the Aggregate Standards Manual. Peer Review guidance shall be provided on such matters as: purpose; methodology; information; certainty; conclusions; mitigation/monitoring measures; issue gaps; and adequacy. Other existing TORs will also be relied upon or referenced, such as TORs for undertaking an Agricultural Impact Assessment.

Led by Nethery Planning, the development of the Caledon Aggregate Standards Manual will include input from a broad range of experts including:

<b>Project Manager / QA/QC</b>	Joe Nethery and Alison Luoma	Nethery Planning
<b>Lead Planner</b>	Michelle Diplock	Nethery Planning
<b>Project Planner</b>	Raida Chowdhury	Nethery Planning
<b>Engagement</b>	Glenn Pothier	GLPI
<b>Surface Water</b>	Ron Scheckenberger	Scheckenberger & Associates
<b>Hydrogeology</b>	Christopher Neville	SSPA
<b>Site Plan</b>	Melanie Horton	Esherplanning
<b>Transportation</b>	Suzette Shiu and Jonathan Chai	HDR Inc
<b>Social Impact</b>	Anneliese Grieve	Strategic Environmental Planning Solutions
<b>Air Quality &amp; Noise</b>	Harvey Watson	RJ Burnside
<b>Ecological</b>	Kristi Quinn	Beacon
<b>Blasting</b>	James Hicks	Englobe Corp
<b>Cultural Heritage</b>	Marcus Letourneau	M. R. Letourneau and Associates Inc.

The Proposed Work Plan for the Caledon Aggregate Standards Manual is included in a Gantt Chart below.

interactive boards, comment sheets, etc. The entire project team including the subconsultants with expertise in various fields (blasting, cultural heritage, air quality and noise, surface water, etc.) would be in attendance to answer questions and facilitate the session. The open houses would be designed to maximize dialogue and the realization of information goals — and content would be supportively and carefully curated.

#### Website and Surveys

A project page would be set up on the 'haveyoursaycaledon.ca' website with information around the engagement opportunities and timeline for the project. This page could also provide for a variety of information input opportunities — including basic email and correspondence sharing options — and the hosting of a survey to solicit feedback on the various topics that the Manual will address.

#### One-on-One Councillor Interviews

Lastly, an interview session is proposed with interested members of Council (non-quorum) to discuss any technical issues or concerns to be considered in the project. This up-front work would be in addition to the formal Council meetings at which the Manual would be presented/discussed.



- Promoting a cooperative and productive consultation environment that demonstrates respect for due process, appreciates the legitimacy of different opinions and focuses on ideas;
- Encouraging, not forcing consensus — recognizing the value of dialogue and accepting that everyone may not agree with every decision; and
- Protecting the public interest — ensuring that decisions are made in a timely manner and that full consideration is given to balancing scheduling and financial imperatives.

### **Outreach Options**

The following is a menu of high potential options that may be used as part of the consultation program, with the plan being finalized pending Council endorsement of the budget and workplan.

#### **Consultation in a Box**

Given that there are many with an interest in the Manual and its content, one means of cost efficiently expanding outreach with minimal cost is to implement a 'consultation in a box' strategy. In essence, this would involve creating a focused conversation kit/dialogue package — that would enable interested groups to discuss key issues and provide input without a project team member being in attendance. For example, the package could be provided to various Caledon neighbourhood/resident groups and associations, seniors groups, environmental groups, BIAs, Chambers of Commerce, etc. The Consultation in a Box approach invites self-guided small group discussions to yield input that will assist the project team to understand views that can inform the Aggregate Resource Manual content. Again, the box can be utilized by anyone who is interested in bringing a group of people together to facilitate a discussion and record feedback. This tool can be helpful for reaching members of the public who are generally not actively involved in Town initiatives.

#### **One-on-one Interviews**

The project team will conduct interviews with those who are interested in participating and who have constructive information to share. Depending on level of interest, there could be specific days with time slots allotted for the interviews. The interviews could be held in person or virtual (or by phone) and are intended as structured conversations with purposeful Manual-advancing outcomes.

#### **Pop-Up Events**

This type of consultation brings the information and outreach to where people frequently congregate — including venues such as farmers markets, arenas, community centres and so forth. Through small-scale displays and public interactions in 'high pedestrian traffic' locations, the project team would be available to explain the project, address questions, engage in conversations and direct the public to various mechanisms for providing more formalized input/feedback (such as webinars, online surveys, etc.).

#### **Educational Webinar**

A webinar is an opportunity to educate those interested in the project who may not be comfortable attending an in person open house or who are unable to attend. The various team experts could either pre-record content or present live to the virtual audience. This is an opportunity for experts 'to go deep' on selected top areas. A live-time webinar would include a facilitated question and answer period.

#### **Open Houses**

Open house style events foster in person engagement and can be organized in many ways. The events may include focused discussions in small groups, presentations from the project team,

## **Schedule A – Aggregate Resources Manual Consultation and Engagement Framework**

The Town of Caledon has requested that Nethery Planning prepare a workplan and cost estimate for the preparation of an Aggregate Resources Manual. The purpose of the Manual is to provide municipal staff and development proponents with one document that identifies submission information requirements for aggregate resource extraction applications.

Nethery Planning has partnered with Glenn Pothier, the founder and owner of GLPi to develop a robust, meaningful engagement and consultation program. A variety of engagement tools and practices will be used for this project to solicit feedback from stakeholders, members of the public and Council (a menu of outreach options is identified further below).

### **Engagement Objectives and Principles**

As a starting point, the following 'outreach and engagement' **objectives** have been identified (listed in no particular order):

- To secure local municipal official (Council/staff) understanding and support;
- To ensure that Town of Caledon residents, landowners, the business community, industry interests and other stakeholders are made aware of the vital importance of the initiative and see value in it — and to promote/encourage constructive participation in the process;
- To excite people about the possibility and potential inherent in the Aggregate Resources Manual;
- To engender community support for (or at least understanding or acceptance of) the initiative outcome;
- To foster an environment that is conducive to substantive dialogue: a respectful, informed and productive discussion of the salient issues (helping to ensure a common understanding of the initiative and that people have the right information);
- To inspire confidence in the project implementation and management;
- To present a well-integrated and seamless project progression that ensures consistency of word and action, demonstrates positive momentum and minimizes contentious issues; and
- To establish and reinforce realistic expectations regarding what is feasible — both in terms of what can be delivered and the timelines for it.

In undertaking the outreach and engagement process, the following are suggested as key **principles**:

- Providing the information required to stimulate discussion and promote meaningful participation — including communication that is clear, concise and timely;
- Ensuring reasonable access for input through both formal and less structured opportunities to participate — that facilitate public/stakeholder involvement and information exchange;
- Reaching out to the broader community — that is, to individuals and groups less typically inclined to participate in municipal consultation processes;
- Giving consideration to all input — assessing ideas and suggestions on their merits while being respectful of all views;
- Being accountable — sharing consultation summaries and scrupulously maintaining records;
- Acting with purpose — being clear about the intended outcome of a consultation opportunity and its linkage to the overall project and decision-making process;

## Staff Report 2025-0141

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Meeting: Planning and Development Committee Meeting

Meeting Date: March 18, 2025

Subject: Secondary Planning Strategy for the 2051 New Urban Area

Submitted By: Lesley Gill Woods, Manager, Policy and Heritage, and Carmine Caruso, Manager, Development and Design

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### RECOMMENDATION

That Staff Report 2025-0141, Secondary Planning Strategy for the 2051 New Urban Area, be approved.

### REPORT HIGHLIGHTS

- This report fulfills the Town's commitment, through its Housing Accelerator Fund Contribution Agreement with Canada Mortgage and Housing Corporation (CMHC), to prepare a Secondary Plan Strategy, Framework and Guide.
- Caledon's growth is forecast to be a minimum of 300,000 residents, 90,000 households and 125,000 jobs by 2051. Council's adopted Future Caledon Official Plan directs the majority of this growth to the "2051 New Urban Area" surrounding and connecting the existing communities of Mayfield West and Bolton.
- Future Caledon enables privately-initiated (developer-led) secondary planning, subject to oversight and support by Town staff, while ensuring that comprehensive planning matters are addressed including subwatershed planning (also required by the 2024 Provincial Planning Statement) and the refinement of the Natural Environment System.
- The Guide for Secondary Planning in the 2051 New Urban Area attached as **Schedule A** provides clear direction to the proponents of new secondary plans. It also includes information about the supporting studies and materials required for an official plan amendment (OPA) to establish a secondary plan as well as a template for a secondary plan to the Future Caledon Official Plan.
- There has been substantial private sector interest in secondary planning. The secondary plans currently proposed in the 2051 New Urban Area would enable the development of approximately 48,661 new homes for 139,619 new residents, as well as businesses to support approximately 11,081 jobs. If proposed secondary plans and other developments in the Town's existing urban areas are factored in, the residential yield increases to over 150,000 new residents.
- The Planning and Development Department has been restructured in response. The Manager, Development and Design, will oversee the review of developer-led secondary plans in the 2051 New Urban Area. The Manager, Policy and Heritage, will oversee Town-led secondary planning. Policy and Heritage staff will continue to review each proposed secondary plan and make revisions as appropriate before it is recommended for adoption.
- The Bolton West Subwatershed Study and Secondary Plan – for the west side of Bolton from Mayfield Road to north of King Street – will be Town-led.

- Once the Future Caledon is approved by the Minister of Municipal Affairs and Housing, staff will review the Plan as modified by the Minister and propose an official plan amendment to further clarify and streamline secondary planning, tertiary planning and development application requirements and processes.

## **DISCUSSION**

### **Background**

Council's initial direction with respect to secondary planning and the development of the Town's 2051 New Urban Area was established through the adoption of the Future Caledon Official Plan. The Plan requires that all New Community Areas and New Employment Areas within the Urban System undergo secondary planning.

While the Town would otherwise take the lead in secondary planning – including subwatershed studies and other supporting studies – the Future Caledon Official Plan enables privately-initiated secondary planning supported by Town staff<sup>1</sup> in accordance with approved terms of reference. This approach is intended to ensure that comprehensive planning matters are addressed including subwatershed planning (also required by the 2024 Provincial Planning Statement) and the refinement of the Natural Environment System. It also means that the majority of the expenses associated with secondary plan preparation are borne by the proponent landowner group (e.g., planning and engineering consulting fees, and the costs of supporting studies). The benefit to landowners is that they have greater control of the overall timing.

In March 2023, Council pledged its support for the Minister of Municipal Affairs and Housing's assigned target of 13,000 new homes in Caledon by 2031. In June and July 2024, Council passed zoning by-laws to enable approximately 35,000 new homes in 12 priority locations. Nine of the priority locations are in the New 2051 Urban Area and must also undergo secondary planning. All but one of those locations is subject to an ongoing secondary planning and approval process.

The Town's Housing Accelerator Fund (HAF) application indicated that:

*The Town will expedite the completion of secondary land use planning for the 12 pre-zoned areas. Capacity constraints are a barrier for the Town to complete Town-led land use plans in these and other new growth areas, which has been the Town's original commitment to the community to fulfil a 'Made-in Caledon' mandate. Instead, as a result of HAF, the Town will adopt a new and radical approach to guide private developers in completing secondary planning on behalf of the Town. A Secondary Plan Strategy, Framework and Guide will be finalized to provide developers with a consistent vision for undertaking these plans. The Town will require and approve a Terms of Reference for each secondary plan to outline*

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<sup>1</sup> The secondary planning process will be supported by staff from Town departments (e.g., Planning and Development, and Engineering, Public Works and Transportation) as well as the typical technical review agencies (e.g., Region of Peel, conservation authorities, school boards, Ministry of Transportation).

*the work on any required studies, undertaking public consultations or initiating any other related work.*

### **Guide for Secondary Planning in the 2051 New Urban Area**

The Guide for Secondary Planning in the 2051 New Urban Area ("the Guide") attached as **Schedule A** provides clear direction to private sector proponents of new secondary plans including:

- requirements for terms of reference for a secondary planning process;
- an overview of relevant documents and policies;
- information about voluntary pre-consultation;
- a supporting studies and materials checklist;
- a description of each supporting study, including a link to terms of reference where available (Schedule A, Appendix A); and,
- a template for a secondary plan to the Future Caledon Official Plan (Schedule A, Appendix B).

In October 2024, a draft version of the Guide was circulated to the Region of Peel, conservation authorities, school boards, the Community Builders Roundtable group, known proponents of secondary plans and legal counsel. The Guide has been revised and simplified based on the feedback received. Most significantly, as municipalities can no longer impose mandatory pre-consultation, the secondary planning process will not require any preliminary/pre-application submissions. Further, the expectations for the terms of reference for a secondary planning process are limited to the basic requirements of Policy 21.3.4 of Future Caledon.

### **Developer-led Secondary Planning**

The developer-led OPA applications currently in-process to establish secondary plans in the 2051 New Urban Area would enable the development of approximately 48,661 new homes for 139,619 new residents, as well as businesses to support approximately 11,081 jobs (see Table 1). If proposed secondary plans and other developments in the Town's existing urban areas are factored in, the residential yield increases to over 150,000 new residents.

Further, staff have met with a number of groups who want to initiate secondary planning in additional locations within the 2051 New Urban Area.

The Planning and Development Department has been restructured in response. The Manager, Development and Design, will oversee the review of privately-initiated secondary plans in the 2051 New Urban Area. The Policy and Heritage team will continue to review of all proposed secondary plan policies and propose revisions as appropriate.

**Table 1: Active and Approved Secondary Plan Proposals in the 2051 New Urban Area (March 2025)**

Secondary Plan	File Number	Area (hectares)	New Homes	New Residents	New Jobs
<u>Alloa</u>	POPA 2024-0004	724	14,083	40,005	1,493
<u>Mayfield West Phase 2, Stage 3</u>	POPA 2023-0006	430	4,551	13,061	914
<u>Mayfield West Phase 1, Stage 2</u>	POPA 2021-0009	100	1,572	3,850	154
Dixie East Employment Area	--	141	0	0	2,500
<u>Mayfield Tullamore</u>	POPA 2024-0006	607	7,650	25,000	2,000
<u>Wildfield Village</u>	POPA 2024-0010	355	6,999	21,300	1,380
<u>Caledon Station</u>	POPA 2021-0002	182	8,670	21,433	2,558
<u>Bolton North Hill</u>	POPA 2022-0001	178	4,136	12,470	82
Mount Hope West	--	35	1,000	2,500	0
<b>TOTAL</b>			<b>48,661</b>	<b>139,619</b>	<b>11,081</b>
<b>Notes:</b> 1. The numbers for new homes, residents and jobs are what the proposed secondary plans are expected to enable through future development applications. All numbers are approximate. 2. The job numbers for New Community Areas may include work-from-home jobs. 3. If proposed secondary plans and other developments in the Town's existing urban areas are factored in, the residential yield increases to over 150,000 new residents. 4. Grey rows indicate approved secondary plans.					

### Town-led Secondary Planning

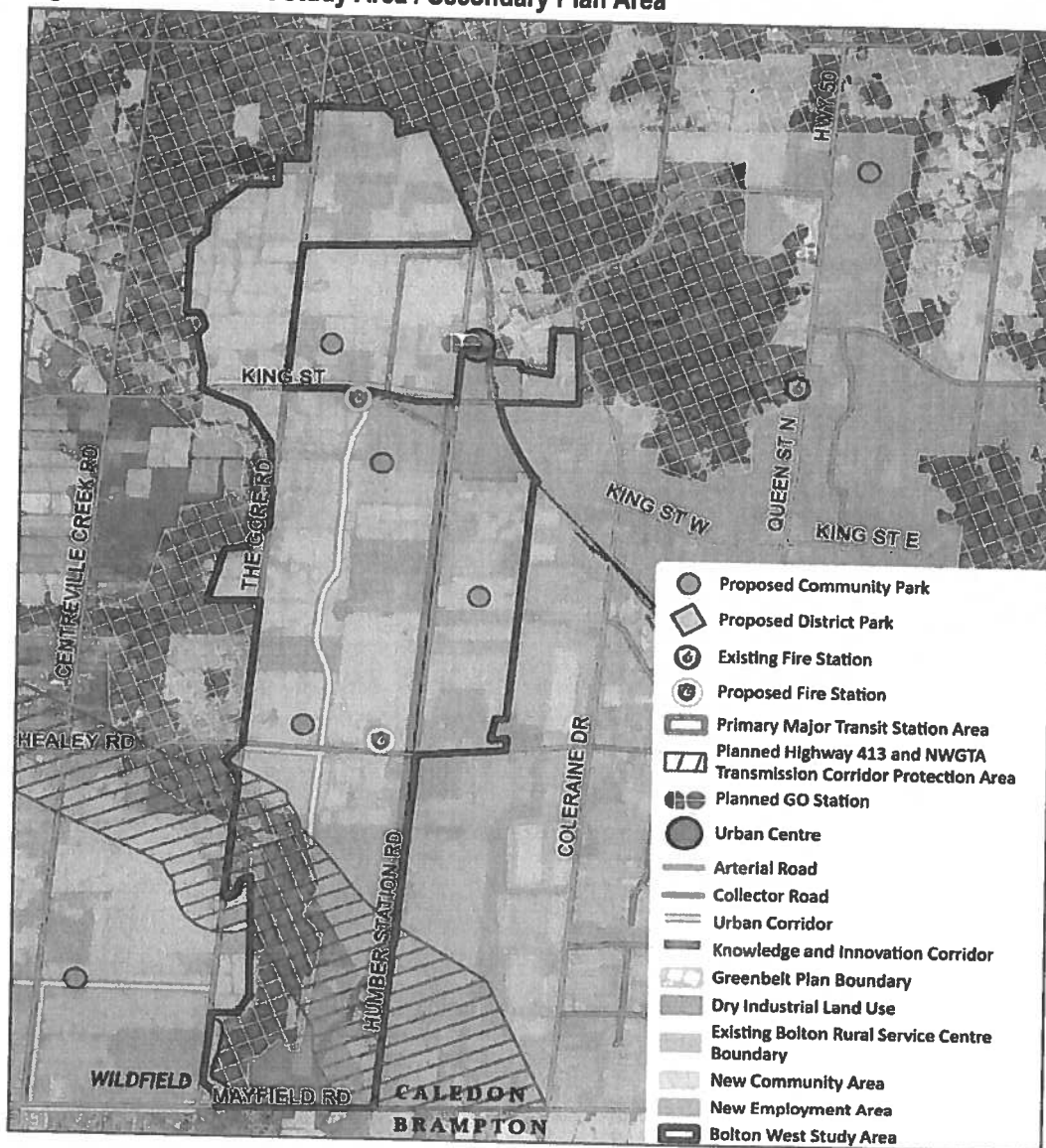
The Manager, Policy and Heritage, will oversee Town-led secondary planning. Within the existing urban area, this team is currently responsible for the delivery of:

- the Bolton Secondary Plans Review, which will update and consolidate land use policies for Bolton into the Future Caledon Official Plan; and,
- the Humber Station Village Employment Secondary Plan.

Within the 2051 New Urban Area, the Policy and Heritage division (Planning and Development Department) and Water Resources division (Engineering, Public Works and Transportation Department) are coordinating the Bolton West Subwatershed Study and Secondary Plan projects (see Figure 1). While there is scattered private sector interest in undertaking secondary planning on the west side of Bolton, the Town is best suited to lead the required subwatershed planning for this portion of the West Humber watershed as well as comprehensive secondary planning. Initial work and the procurement process to retain consulting teams is underway. Staff will establish a webpage and mail "study commencement" information to affected landowners as soon as possible.

The target completion of this work is Q1 2027, following the next municipal election. At that point, the adoption of the OPA to establish the secondary plan will be aligned with the anticipated draft plan of subdivision proposals within the secondary plan area and the delivery of water and wastewater servicing on Humber Station Road.

Figure 1: Bolton West Study Area / Secondary Plan Area



### Continuous Improvement

Once the Future Caledon Official Plan is approved by the Minister of Municipal Affairs and Housing, staff will review the Plan as modified by the Minister and propose an official plan amendment to further clarify and streamline secondary planning, tertiary planning and development application requirements and processes.

### FINANCIAL IMPLICATIONS

The Town is required to plan for forecasted growth. The Town's Growth Management and Phasing Plan approved by Council in November 2024 includes a fiscal impact assessment that prioritizes and phases growth economically and sustainably.

Town staff are being allocated to support privately-initiated secondary planning. This work is funded through Town fees for official plan amendments to establish secondary plans and budget approvals for staffing and secondary planning.

## **COUNCIL WORK PLAN**

### **Strategic Plan 2023-2035**

This report is directly related to the following priority in Caledon's 2023-2035 Strategic Plan:

#### **Community Vitality and Livability**

The Strategic Plan states that an outcome of this priority will be that "Caledon builds complete communities that support opportunities for people of all ages and abilities to access the necessities for daily living and play and active role." The related actions include:

- the completion of the Official Plan Review to set long-term direction to build complete communities and protect our natural and cultural heritage;
- the commencement of Town-led secondary plans in accordance with the Growth Management and Phasing Plan.

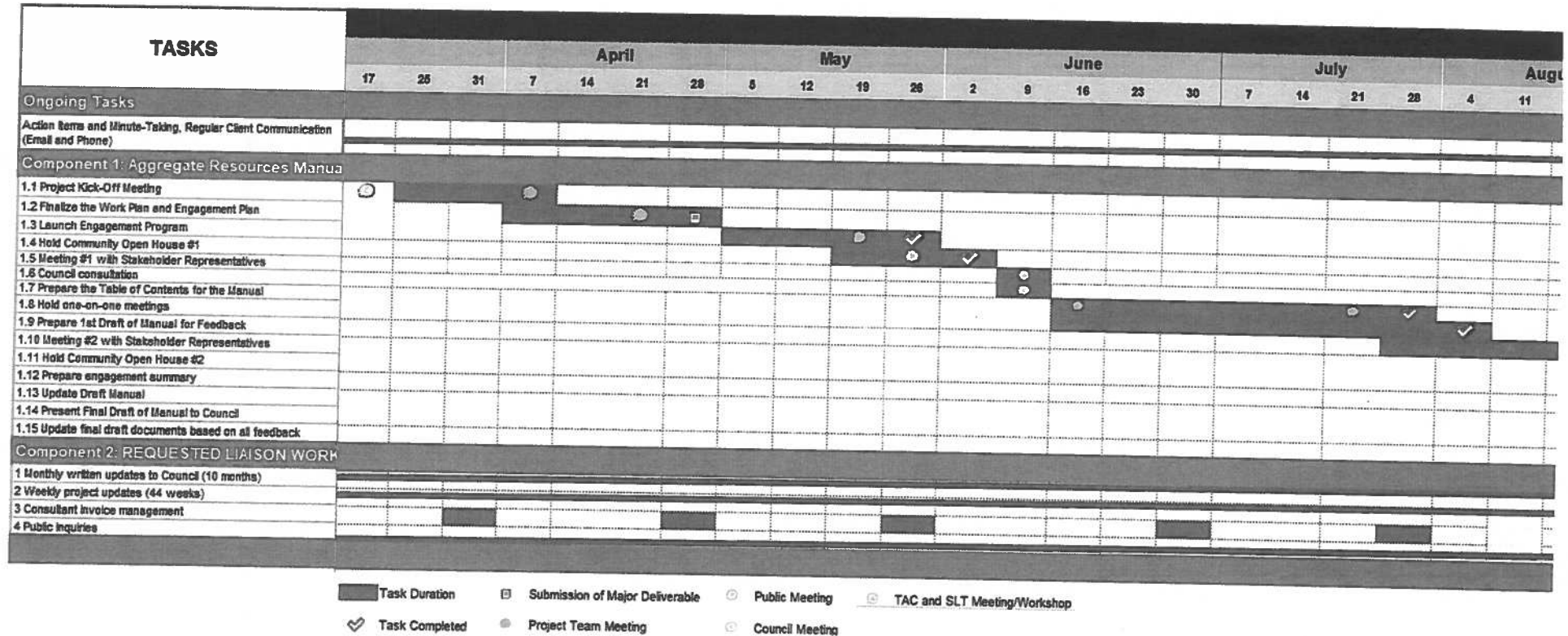
Details about the 2023-2035 Strategic Plan can be found at [caledon.ca/strategicplan](https://caledon.ca/strategicplan).

## **ATTACHMENTS**

Schedule A: Guide for Secondary Planning in the 2051 New Urban Area (March 2025)



# Proposed Work Plan Caledon Aggregate Standards Manual



## **Staff Report 2025-0126**

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Meeting: Planning and Development Committee Meeting

Meeting Date: March 18, 2025

Subject: Supplementary Aggregate Policy Study Implementation Report and Work Program

Submitted By: Joe Nethery, Principal, Nethery Planning for Policy and Heritage Planning and Economic Development Department

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### **RECOMMENDATION**

That the Supplementary Aggregate Policy Study Implementation Work Program be approved;

That the Deputy Town Solicitor report back on the By-law Enforcement division's ability to undertake monitoring of mineral aggregate operations by Q4 2025;

That Peel Region's Medical Officer of Health be requested to assist the Town with the development of terms of reference for a request for proposals to complete a Human Health Risk Assessment Study; and

That staff provide Council with a report on the state of mapping, methodologies, and science of determining Ecologically Sensitive Groundwater Recharge Areas within the Town including mapping done by Credit Valley Conservation Authority (CVC) and Toronto and Region Conservation Authority (TRCA).

That the Work Program costs be funded from reserves.

### **REPORT HIGHLIGHTS**

- This Staff Report outlines the proposed work program for the 12 additional projects directed by Council at the Special Town Council Meeting of October 7, 2024 (Item 7.1, Staff Report 2024-0544 – Recommendation Report: Supplementary Aggregates Policy Study).
- Each of the 12 projects is outlined below. Working meetings with relevant Town staff and other agency departments have been held to provide a high-level scope, budget, and potential timing for each study.
- The largest item is the Caledon Aggregate Standards Manual, which requires a team of consultants to prepare the individual terms of reference and a comprehensive engagement program as part of the overall work plan. A deadline extension is requested to November 2025 to complete this work.
- While full authorization of the overall program carries a cost estimate of \$470,000, this work may be spread over the course of multiple years.

## **DISCUSSION**

On October 7, 2024, Council adopted Official Plan Amendment 1 ("OPA 1") and corresponding Zoning By-law amendment 2024-083. In addition, Council directed staff to prepare a work program for its approval, for the completion of the 12 additional projects identified in its resolution on that agenda item. The overall intent of this work is to achieve "more than minimum" standards for environmental performance of mineral aggregate operations. The 12 additional projects are as follows:

1. An Official Plan Amendment for Town-wide policy requirements related to woodlands over 0.5 hectares meeting minimum biomass requirements, air quality emissions policies, broadband back-up alarms, and report accessibility requirements.
2. A work plan for the preparation of the Caledon Aggregates Standards Manual identified in Policy 20.5.2 c) of OPA 1, including a requirement that the Manual be completed within one year of the adoption of OPA 1 (October 7, 2025).
3. Parameters for a Human Health Risk Assessment Review study design, in consultation with Peel Region Public Health, that would consider the results of the Town's Air Quality Monitoring Study.
4. Parameters for an air quality study, which could include an option for a further Official Plan Amendment and "PM10"/"PM2.5" By-law.
5. A review of the 2021 Caledon Aggregate Rehabilitation Master Plan for its potential applicability as a Town-wide guideline.
6. An Excess Soil Official Plan Amendment.
7. A Recycled Aggregate Study for public works projects.
8. A review of the Town's Noise By-law for potential updates.
9. A report on the By-law Enforcement division's ability to undertake monitoring of mineral aggregate operations to provide support to the Ministry of Natural Resources.
10. A strategy for Council advocacy on Provincial mineral aggregate policy reform.
11. A report to Town Council on the state of mapping, methodologies, and science of determining Ecologically Sensitive Groundwater Recharge Areas within the Town and the use of Ecologically Sensitive Groundwater Recharge Areas in the application of the policies in Chapter 20 of the Future Caledon Official Plan
12. An evaluation of the benefits of adding an overlay to the Comprehensive Zoning By-law identifying the Caledon High Potential Mineral Aggregate Resource Areas (CHPMARA) as shown on Schedule E12 in OPA 1.

**Work Program and Required Studies/ Amendments**

1. *An Official Plan Amendment for Town-wide policy requirements related to woodlands over 0.5 hectares meeting minimum biomass requirements, air quality emissions policies, broadband back-up alarms, and report accessibility requirements.*

Led by the Planning Department, Nethery Planning would facilitate this smaller project to bring forward a Town-wide Official Plan Amendment on those policy items that could not be implemented through the scope of the Supplementary Aggregate Resources Policy Study. Given the importance of this initiative, both an Open House and a Statutory Public Meeting will be held to support the work being undertaken.

Work on this Council direction will begin following ministerial approval of Official Plan Amendment 1. This work can be completed at a maximum cost of \$27,500, plus costs for advertising the Open House and Statutory Public Meeting.

2. *A work plan for the preparation of the Caledon Aggregates Standards Manual identified in Policy 20.5.2 c) of OPA 1, including a requirement that the Manual be completed within one year of the adoption of OPA 1 (October 7, 2025).*

Nethery Planning will work with Town Staff to finalize the comprehensive Terms of Reference to complete the Caledon Aggregate Standards Manual. The final work product will be a guideline document for use by applicants, staff, and the public to understand Town requirements for submitted studies submitted in support of an application to establish or expand aggregate operations. The project will involve the work of 9 subconsultants, plus a comprehensive engagement program (the approach and potential consultation methods being outlined in Attachment A to this report). The proposed work plan (Gantt chart) and the project team is included as Attachment B to this report.

The scope of work will extend one additional month beyond the one-year timeframe specified in the Council direction to accommodate a better public consultation timeline. The anticipated total cost is \$240,000 and work would begin immediately.

3. *Parameters for a Human Health Risk Assessment Review study design, in consultation with Peel Region Public Health, that would consider the results of the Town's Air Quality Monitoring Study.*

To design a Human Health Risk Assessment Review study is a significant undertaking that must be properly scoped. Staff have initiated preliminary discussions with Peel Region on what the parameters and methodological guidance for what is ideally included in a Human Health Risk Assessment Review study, noting that this is not a guidance report that Peel Region could deliver. The Town could retain a consultant to develop the guidance.

To begin, it is recommended Peel Region's Medical Officer of Health be requested to assist the Town with the development of terms of reference for a request for proposals to complete a Human Health Risk Assessment Study.

4. *Parameters for an air quality study, which could include an option for a further Official Plan Amendment and "PM10"/"PM2.5" By-law.*

In November 2022, Council approved a 4-6 month air quality monitoring study conducted in both Caledon Village and the Bolton area through a cost sharing agreement with the Ministry of Environment, Conservation and Parks (MECP). The results of this study are expected to be provided by the Province this year and should indicate whether the air quality in the areas investigated is within or exceeds acceptable air quality limits.

As such, a proposed work program to implement a further study would consist of either:

- Advocacy to the Province led by the CAO's Office for continued air quality monitoring within the MECP's air quality monitoring program. Future Provincial direction to continue with ongoing monitoring will be dependent on the current study's results; or,
  - Further work, including timing and a budget estimate, provided in a future staff report later in 2025 along with the results of the earlier monitoring work. Air quality studies would continue to be submitted with new mineral aggregate operations and other development proposals.
5. *A review of the 2021 Caledon Aggregate Rehabilitation Master Plan for its potential applicability as a Town-wide guideline.*

The intent of this project is to undertake a review of the 2021 Caledon Aggregate Rehabilitation Master Plan for its potential applicability as a Town-wide guideline. This requires looking at each of the distinct areas in the previous Town Official Plan where rehabilitation studies are required. This will also require field work and analysis to identify a full suite of rehabilitation options and where in the Town each might be practical—while leaving opportunities for proponents to consider other options. This project can be managed by Nethery Planning, would include public engagement, and a set of final guidelines to Council for approval.

The anticipated total cost is \$65,000, and work could begin in Q1 2026.

6. *An Excess Soil Official Plan Amendment.*

The role of Nethery Planning will be to provide project management support as it relates to the drafting of an Excess Soil OPA Terms of Reference. The scope for this study would include an evaluation of the status of the project (which went on hiatus pre-COVID-19 pandemic) and retaining additional expertise (soil engineers) to complete the work. Together, the funds would support the background research, policy writing, and engagement program needed to deliver the Official Plan Amendment.

The anticipated total cost is \$90,000, and would include one round of public engagement in addition to the required statutory public meeting for the Official Plan and, if required, Zoning By-law Amendments. Work could begin in Q2 2025 with completion expected in early 2026.

**7. *A Recycled Aggregate Strategy for public works projects.***

Engineering Services is supportive of the concept of aggregate recycling and are already using recycled aggregate materials in road paving and reconstruction projects. The Town has been challenged in finding storage space for aggregate materials as staff struggle with securing locations to store base aggregate during road reconstruction.

Engineering Services Staff have identified the need for a shared effort approach to implementing a Recycled Aggregate Strategy. Project leadership support has been requested from Planning and Development to complete this project. Civil engineering support will also be required to prepare a background report, draft procedure and presentation to Council.

The anticipated total cost is \$40,000, and work could begin in Q2 2025.

**8. *A review of the Town's Noise By-law for potential updates.***

The Town's Noise By-law is currently under review and anticipated to be brought forward to Council for updating in Q2 2025. It is currently unclear if it has the authority to regulate quarry operations through a municipal noise by-law. This question will be answered in the Noise By-law review. Legal Services staff are aware of the feedback received through the Supplementary Aggregate Resources Policy Study.

**9. *A report on the By-law Enforcement division's ability to undertake monitoring of mineral aggregate operations to provide support to the Ministry of Natural Resources (MNR).***

Legal Services staff will bring a report to Council in Q4 2025 that will identify the requirements and costs to the Town should Council request that the MNR appoint By-law Enforcement staff as monitors to inspect and monitor mineral aggregate operations. Any such action will require additional costs to pay for the service—if it is possible.

At a minimum, an information portal can be created on the Town's website for citizens to provide contacts and references for the Ministry of Natural Resources and Forestry's existing enforcement network.

**10. *A strategy for Council advocacy on Provincial mineral aggregate policy reform.***

Council has a long and dedicated focus on advocacy for aggregate reform. In late February 2024, the Town created a dedicated Intergovernmental Relations staff team to advance Council-directed advocacy positions, including mineral aggregates. This team will be collaborating with representatives of Top Aggregate Producing Municipalities of Ontario (TAPMO) to ensure alignment with their advocacy strategy, through existing approvals and direction from Council. Any updates on this work will come through future staff reports.

**11. *A report to Town Council on the state of mapping, methodologies, and science of determining Ecologically Sensitive Groundwater Recharge Areas within the Town and the use of Ecologically Sensitive Groundwater Recharge Areas in the application of the policies in Chapter 20 of the Future Caledon Official Plan.***

Credit Valley Conservation and the Toronto and Region Conservation Authority are currently mapping out Ecologically Sensitive Ground Water Recharge Areas. An assessment of the state of mapping, methodologies, and science of determining Ecologically Sensitive Groundwater Recharge Areas is predominantly a desktop mapping exercise leveraging data available from the Town, Toronto Region Conservation Authority, and Credit Valley Conservation. Nethery Planning, with the support from various participating agencies, will summarize the status of this data and mapping in a report to Council. The report to Council will provide advice on the application of the policies in Chapter 20 of the Future Caledon Official Plan as well as provide recommendations as to how the data and mapping could be made more publicly available. This work would begin in Q3 2025 with a targeted completion date in alignment with the approval of OPA 1.

The anticipated total cost is \$7,500, and work could begin as soon as Q2 2025.

12. *An evaluation of the benefits of adding an overlay to the Comprehensive Zoning By-law identifying the Caledon High Potential Mineral Aggregate Resource Areas (CHPMARA) as shown on Schedule E12 in OPA 1.*

This item will be included in the scope of work for the future Comprehensive Zoning By-law Review project.

### **Conclusion**

The above report outlines a scope of work for the Supplementary Aggregate Policy Study Implementation Report and Work Program. The recommendation before Council is to authorize the aforementioned projects, purchasing plans and associated additional budget expenditures. This will enable Caledon to set a high standard for well performing quarry operations within the Town.

### **FINANCIAL IMPLICATIONS**

The above work program outlines a total estimated spend of \$470,000 in planning and project work that completes the implementation of the Town of Caledon's Supplementary Aggregate Policy Study. This is proposed to happen as itemized in this report's Recommendation and summarized in the following table.

<b>Project</b>	<b>Anticipated Consultant Costs</b>	<b>Year of Expenditure</b>
1. Town Wide Official Plan Amendment	\$27,500	2025 (anticipated)
2. Caledon Aggregates Standards Manual	\$240,000	2025
1. A review of the 2021 Caledon Aggregate Rehabilitation Master Plan	\$65,000	2026
2. An Excess Soil Official Plan Amendment	\$90,000	2025-2026

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3. A Recycled Aggregate Strategy	\$40,000	2025
11. Ecologically Sensitive Groundwater Recharge Areas Staff Report	\$7,500	2025
<b>Total Anticipated Financial Commitment:</b>	<b>\$470,000</b>	<b>2025: \$360,000 2026: \$110,000</b>

Work scheduled to be completed within 2025, if authorized by Council, would be funded from reserves. All consultant support will be completed within the parameters of the Town's Standard Procurement process in Purchasing By-law 2019-24, as amended.

Additional costs may be required to implement the other work programs coming in future staff reports.

## COUNCIL WORK PLAN

### Strategic Plan 2023-2035

This report is directly related to the following priority in Caledon's 2023-2035 Strategic Plan:

Community Vitality and Livability

Details about Caledon's 2023-2035 Strategic Plan can be found at [caledon.ca/strategicplan](https://caledon.ca/strategicplan).

## ATTACHMENTS

Schedule A – Proposed Engagement Strategy for the Caledon Aggregates Standards Manual

Schedule B – Proposed Work Plan for the Caledon Aggregate Standards Manual



## Appendix A

# Supporting Studies and Additional Application Materials for an Official Plan Amendment to Establish a Secondary Plan

## Table of Contents

1. Descriptions of Supporting Studies .....	A-1
2. Additional Application Materials .....	A-10
3. Technical Requirements .....	A-12

Pre-consultation with Town staff is recommended. Visit the [town's website](#) to request a Preliminary Application Review Committee (PARC) Meeting to discuss an official plan amendment to establish a secondary plan. Further expectations specific to a proposed secondary plan area may be set out in a Preliminary (PARC) Meeting Form and Checklist.

All supporting studies, drawings and additional application materials must be completed by qualified professionals, to the satisfaction of the Town, and in accordance with all applicable policies and any applicable terms of reference.

## 1. Descriptions of Supporting Studies

Terms of reference for certain supporting studies are available on the [Town's website](#) (also hyperlinked below) or may be provided by staff. In some cases, the terms of reference must be updated/customized by the proponent team for the proposed secondary plan area and approved by Town staff (e.g., local subwatershed study, mobility plan/transportation study).

### 1.1 Local Subwatershed Study

- 1.1.1 The required local subwatershed study is critical to the overall secondary planning process. It will be prepared in accordance with Section 13.9, Natural Environment System in New Community Areas and New Employment Areas, of the Future Caledon Official Plan.
- 1.1.2 Terms of reference for the local subwatershed study will be drafted by the proponent, in accordance with the framework provided by the Town, then reviewed and approved by Town staff, in consultation with conservation authority staff, prior to the commencement of the study. The Town's primary contact for the local subwatershed study will be a member of the Infrastructure Planning and Environmental Engineering team.
- 1.1.3 The proponent should commence the local subwatershed study as soon as possible because a minimum of two years' worth of field data is needed.

- 1.1.4 **The local subwatershed study must be completed to the satisfaction of Town staff and the relevant conservation authority before an official plan amendment to establish a secondary plan can be recommended to Council for adoption.<sup>3</sup>**
- 1.1.5 As stated in Future Caledon Policy 13.9.1(a), the study will, at minimum:
- i) *characterize existing environmental conditions;*
  - ii) *delineate natural hazards and address the natural hazards policies in Chapter 16, Natural and Human-made Hazards, of the Caledon Future Official Plan;*
  - iii) *establish environmental targets to maintain, restore and enhance existing conditions;*
  - iv) *review, confirm and refine the Preliminary Natural Environment System shown on Schedules D2a and D2b, New Urban Area Preliminary Natural Environment System;*
  - v) *assess the cumulative environmental impacts from existing and planned development with consideration of climate impacts;*
  - vi) *consider land use, development, and infrastructure alternatives to avoid or minimize impacts;*
  - vii) *identify management strategies and actions to meet environmental targets and objectives including the identification of water resource and Natural Environment System features and areas requiring protection, improvement, restoration and enhancement;*
  - viii) *confirm the boundaries and appropriate buffers for protection, restoration and enhancement of the Natural Environment System; and,*
  - ix) *recommend monitoring and adaptive environmental management.*
- 1.1.6 Further to the above, the functional servicing report (FSR) should be integrated with the local subwatershed study, incorporating recommendations, thresholds/criteria, and mitigation strategies. For example, targets and thresholds from the local subwatershed study will address stormwater management criteria including flooding, erosion, water balance, etc.
- 1.1.7 The local subwatershed study will recommend refinements to the Preliminary Natural Environment System (Future Caledon, Schedule D2a/D2b) in accordance with Future Caledon and demonstrate consistency with the Provincial Planning Statement through the eventual official plan amendment. The Preliminary Community Structure Plan (Future Caledon, Figure F2a/F2b) would also be updated accordingly.
- 1.1.8 It is noted that a local subwatershed study includes the following items, which may be indicated separately on a Preliminary (PARC) Meeting Form and Checklist: geomorphic and erosion hazard delineation, geotechnical report, headwater drainage feature (HDF)

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<sup>3</sup> Refer to Region of Peel Official Plan, Policy 2.6.19.6, and Future Caledon, Section 13.9 and Policy 24.3.2(a).

assessment, hydrogeological study, slope stability assessment, topographical survey, water balance assessment and wetland water balance risk evaluation.<sup>4</sup>

## **1.2 Agricultural Impact Assessment<sup>5</sup>**

- 1.2.1 The agricultural impact assessment will provide a further detailed evaluation of potential impacts of non-agricultural development on agricultural operations where the settlement area boundary abuts or is adjacent to agricultural operations located outside of the designated greenfield area and provide recommendations to avoid, minimize and/or mitigate adverse effects.
- 1.2.2 The agricultural impact assessment will recommend policies to be incorporated into the secondary plan, as appropriate, that:
- provide for staging and sequencing within the secondary plan so that an orderly transition from agriculture is achieved and agricultural uses and agriculture-related uses continue for as long as practical in the designated greenfield area;
  - require the implementation of mitigation in the secondary plan where agricultural uses and non-agricultural uses interface with emphasis on minimizing impacts to adjacent agricultural operations that are located outside of the designated greenfield area in the Greenbelt Plan Area;
  - address compatible/less sensitive land uses and edge planning, including buffering and landscaping where urban and agricultural uses interface to the extent feasible and having regard for the nature and type of the agricultural operation and sensitivity of proposed land uses;
  - identify through mapping any required Provincial minimum distance separation (MDS) I setback (the Setback Area) that extends into the secondary plan area; and,
  - prohibit development in the Setback Area for as long as the livestock and manure storage facilities that are creating the Setback Area are present.
- 1.2.3 The Town may require a peer review of the agricultural impact assessment at the sole cost of the proponent.

## **1.3 Archaeological Assessment<sup>6</sup>**

- 1.3.1 A Stage 1 archaeological assessment will be prepared in accordance with Provincial standards and guidelines, and in consultation with Indigenous Nations<sup>7</sup>.

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<sup>4</sup> Required by Future Caledon, Policies 27.2.2(c)(xxvii), 27.2.2(f)(xv), 27.2.2(h)(x), (xix), (xxvii) and (xxviii).

<sup>5</sup> Required by Region of Peel Official Plan Policy 5.6.20.14.17(a) and Future Caledon, Policy 24.3.2(b).

<sup>6</sup> Required by Future Caledon, Policies 6.3.2, 6.4.3, 17.2.2(e)(i). Refer also to Policy 28.3.6.

<sup>7</sup> Refer to the Town's protocol for Indigenous engagement: *A guide to Meaningful Engagement with Indigenous Neighbours, and Expectations for Indigenous Engagement for Proponent Led Development*.

- 1.3.2 This background study and property inspection will determine whether there is potential for archaeological sites within the secondary plan area. The consultant archaeologist will review geographic, land use and historical information for the subject lands and the relevant surrounding area, visit the property to inspect its current condition and contact the Ministry of Citizenship and Multiculturalism to find out if there are any known archaeological sites on or near the property.
- 1.3.3 The Town recommends the completion of a Stage 2 assessment, which is required when the consultant archaeologist identifies areas of archaeological potential.
- 1.3.4 In accordance with Town policies, Indigenous Nations will be notified and provided with documentation of the identification of Indigenous burial sites and significant archaeological resources related to the activities of their ancestors.

#### **1.4 Climate Change Adaptation Plan<sup>8</sup>**

- 1.4.1 The climate change adaption plan for the secondary plan area will:
- address the feasibility, planning and implementation requirements relating to the risk and vulnerability to property, infrastructure, public health, natural heritage and water resources systems due to changing climate conditions;
  - provide a strategy and policy direction to implement recommendations that reduce community and environmental vulnerability to changing climate conditions including severe weather, increasing temperature and climate shifts; and,
  - recommend policies to be incorporated into the secondary plan, as appropriate.
- 1.4.2 The proponent should indicate whether this study will be combined with the community energy and emissions reduction plan for the secondary plan area.

#### **1.5 Commercial Impact Study<sup>9</sup>**

- 1.5.1 This study will examine the market demand and potential impacts of the proposed secondary plan on the Town's planned commercial structure. The results will help decision-makers, stakeholders and community members understand current commercial market conditions and the anticipated impacts of the proposed secondary plan (e.g., commercial land need for forecasted population).
- 1.5.2 The Town may require a peer review of the commercial impact study at the sole cost of the proponent.

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<sup>8</sup> Required by Future Caledon, Policy 24.3.2(e). Contact [Alexandra.Service@caledon.ca](mailto:Alexandra.Service@caledon.ca) for terms of reference.

<sup>9</sup> Required by Future Caledon, Policy 27.2.2(c)(vii).

## **1.6 Community Design Guidelines<sup>10</sup>**

1.6.1 The Community Design Guidelines are a combination of text and images that inform the physical form, layout and design of the secondary plan area. The document will:

- describe how the land use, streets, parks, open spaces, public facilities, buildings, built form and landscape elements of a new community or employment area will work together to support the overall goals defined by the Official Plan and through the public planning process;
- outline and illustrate how the Official Plan and Town-Wide Design Guidelines' goals and objectives for the public realm and built form will be achieved within the secondary plan area, and provides actionable design directions for development to achieve these goals; and,
- address the whole of the new community or employment area, including abutting streets, parks and open space.

1.6.2 The Guidelines will incorporate the Facility Fit Plan and parks plan for the secondary plan area<sup>11</sup> (in conformity with the Town's 2022 Parks Plan) as well as conceptual landscape plans.<sup>12</sup>

1.6.3 The Guidelines will also include demonstration plans for institutional, high density and mixed use blocks. The demonstration plans will provide specific urban design principles and built form criteria for the organization, configuration and treatment of key elements within the public and private realm.

1.6.4 Related updates to the Preliminary Community Structure Plan (Future Caledon Official Plan, Figure F2a/F2b) will also be recommended.

## **1.7 Community Energy and Emissions Reduction Plan<sup>13</sup>**

1.7.1 The community energy and emissions reduction plan for the secondary plan area will:

- address the feasibility, planning and implementation requirements to achieve net zero carbon emissions and net zero annual energy usage;
- address the feasibility of implementing alternative and renewable energy systems including district energy systems, fuel switching from gas and other fossil fuels, and renewable and distributed energy systems;
- address the legal, financing, technical and regulatory requirements necessary to facilitate the implementation of alternative and renewable energy systems;

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<sup>10</sup> Required by Future Caledon, Policy 27.2.2(g)(ii).

<sup>11</sup> Required by Future Caledon, Policy 24.3.2(k).

<sup>12</sup> Required by Future Caledon, Policy 27.2.2(f)(xviii).

<sup>13</sup> Required by Future Caledon, Policy 24.3.2(d). Contact [Alexandra.Service@caledon.ca](mailto:Alexandra.Service@caledon.ca) for terms of reference.

- provide a strategy and policy direction to implement electric vehicle charging infrastructure; and,
  - recommend policies to be incorporated into the secondary plan, as appropriate.
- 1.7.2 The proponent should indicate whether this study will be combined with the climate change adaptation plan for the secondary plan area.
- 1.8 Community Services and Facilities Study**
- 1.8.1 This study will identify and inventory current and proposed/planned community services and facilities to determine their adequacy to accommodate the needs of new residents and/or employees within the secondary plan area.
- 1.8.2 This study will recommend community services and facilities to be incorporated into the proposed secondary plan as well as updates to the Preliminary Community Structure Plan (Future Caledon Official Plan, Figure F2a/F2b).
- 1.8.3 At the discretion of the Town, this study may be included as a component of the planning justification report.
- 1.9 Compatibility and Mitigation Study**
- 1.9.1 This study will assess potential adverse effects to sensitive land uses and impacts to major facilities (as defined by the Province) and recommend separation distances and mitigation measures to prevent adverse effects or impacts to surrounding land uses.
- 1.9.2 Consistent with Provincial D-Series Guidelines, if a land use proposal would place a new or expanding sensitive land use within a major facility's Area of Influence (AOI) or a new or expanding major facility would capture sensitive land uses within its AOI, a compatibility study will be required.
- 1.9.3 This study may require the completion of additional technical studies (e.g., noise impact, vibration, air quality, odour). The Town will require a peer review of these technical studies.
- 1.10 Cultural Heritage Assessment Report<sup>14</sup>**
- 1.10.1 This report will identify, inventory and assess the significance of cultural heritage resources (i.e., built heritage resources and cultural heritage landscapes) within and in close proximity to the secondary plan area. Further, it will provide recommendations for the conservation of the cultural heritage resources within the secondary plan area based on the relevant policies in the Region of Peel Official Plan and Future Caledon Official Plan. *Ontario Heritage Act* legislation and information from the Town of Caledon's Heritage Register, archival research, and other plans and studies will be used to inform this analysis.

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<sup>14</sup> Required by Future Caledon, Policy 24.3.2(i) and 27.2.2(e)(ii).

1.10.2 The locations of identified cultural heritage resources will be indicated on the proposed secondary plan's land use schedule.

**1.11 Drawings<sup>15</sup>**

1.11.1 A survey plan, grading plan and preliminary servicing drawings will be prepared for the secondary plan area.

**1.12 Fiscal Impact Study<sup>16</sup>**

1.12.1 This study will assess the impact of a proposed secondary plan on the Region's and Town's infrastructure systems, operating costs, and tax base, and ensure that it will not have an adverse financial impact on either municipality.

1.12.2 This study will assess the financial viability and impacts of the development of the secondary plan area, with consideration of the Town's other growth- and non-growth-related priorities, pressures and constraints. This study should:

- evaluate the financial impact to the Town through both the capital investments in infrastructure and the annual operating costs associated with providing services to a growing community;
- identify key financial pressures as the Town plans for continued growth;
- identify new additional revenue sources as a result of developing the secondary plan area; and,
- make recommendations to assist the Town in managing growth over the planning period.

1.12.3 To prepare the fiscal impact study a number of inputs will be required from other supporting studies including:

- detailed growth estimates (e.g., population and units by dwelling type);
- estimated employment and non-residential gross floor area (GFA) by sector;
- persons per unit assumptions by dwelling type; and,
- an inventory of anticipated community services/facilities and infrastructure investments required by the Town for the secondary plan area, including estimated timing and costs.

1.12.4 The Town will require a peer review of the fiscal impact study at the sole cost of the proponent.

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<sup>15</sup> Required by Future Caledon, Policies 27.2.2(b)(vii), 27.2.2(h)(xi) and 27.2.2(h)(xvii).

<sup>16</sup> Required by Future Caledon, Policies 24.3.2(j) and 27.2.2(c)(x).

### **1.13 Functional Servicing Report<sup>17</sup>**

**1.13.1** The functional servicing report (including stormwater management report<sup>18</sup>) is required to:

- examine and identify the adequacy of existing Regional and local water and wastewater infrastructure;
- identify major infrastructure (i.e., new or upgraded Regional and local infrastructure) necessary to service the secondary plan area.

Information from the Region's Water and Wastewater Master Plan Study Review as well as Regional and Town official plan policies should be used to inform this analysis.

**1.13.2** The key sub-deliverables of this study will include:

- an evaluation and identification of the sanitary, water and linear storm conveyance servicing infrastructure that will be required to accommodate the urban development of the secondary plan area;
- identification of the preferred means of servicing the community;
- recommendations to the Region and Town on required infrastructure improvements in their respective capital works planning;
- confirmation of stormwater management criteria, including requirements for Regional quantity controls;
- confirmation of erosion control criteria via erosion threshold analysis;
- identification of existing floodplain constraints, future crossing locations, and crossing design criteria; and,
- justification of revisions to regulatory floodplain extents.

### **1.14 Healthy Development Assessment<sup>19</sup>**

**1.14.1** A healthy development assessment will be prepared in accordance with the Healthy Development Framework in the Region of Peel Official Plan. It will recommend objectives and policies to be incorporated into the secondary plan.

**1.14.2** This assessment of the secondary plan area will follow the Region of Peel's Healthy Development Assessment (Large-Scale) criteria based on six development principles: density, service proximity, land use mix, street connectivity, streetscape characteristics and efficient parking.

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<sup>17</sup> Required by Future Caledon, Policy 27.2.2(h)(ix)

<sup>18</sup> Required by Future Caledon, Policy 27.2.2(h)(xxiv)

<sup>19</sup> Required by Future Caledon, Policies 24.3.2(h) and 27.2.2 (c)(xi).



- 1.14.3 This assessment will include various maps that illustrate the following in relation to new residential areas in the secondary plan area:
- the proximity of transit stops and lines;
  - the proximity of commercial and employment lands;
  - the proximity of elementary and secondary schools;
  - the proximity of parks and open spaces; and,
  - the proximity of trails and multi-purpose recreational paths.
- 1.14.4 The healthy development assessment will produce a score that describes the secondary plan's adherence to the Region of Peel's healthy development principles. The results will be reported to Town Council prior to approval of the proposed secondary plan.
- 1.15 Housing Assessment<sup>20</sup>**
- 1.15.1 The housing assessment will demonstrate conformity with the housing objectives, targets and policies in the Region of Peel Official Plan and the Future Caledon Official Plan, including:
- contributions made to all housing targets identified by the Town and Region (e.g., Table 4 of the Region of Peel Official Plan);
  - the availability of an appropriate range and mix of housing types, densities, sizes, and tenure that contribute to the supply of affordable housing;
  - identification and conveyance strategy for affordable housing in consultation with the Region of Peel; and,
  - where the proposed development is contributing toward supportive, shared, or residential care units, demonstrate the contributions towards universal accessibility objectives.
- 1.15.2 The housing assessment will be consistent with Regional policies and definitions, including using the most current rental and ownership affordability thresholds.
- 1.15.3 At the discretion of the Town, this study may be included as a component of the planning justification report.
- 1.16 Mobility Plan/Transportation Study<sup>21</sup>**
- 1.16.1 The mobility plan/transportation study will provide details about the anticipated impact of the proposed secondary plan on the existing multimodal transportation system and recommend:
- a more defined external and internal multimodal transportation network, including a transit network, that meets the requirements of the Region of Peel Official Plan and

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<sup>20</sup> Required by Future Caledon, Policies 9.2.8/9.8.2 and 24.3.2(g).

<sup>21</sup> Required by Future Caledon, Policies 11.3.9, 24.3.2(c) and 27.2.2(i)(vii).

Transportation Master Plan, this Plan and the Town Transportation Master Plan and Active Transportation Master Plan, and all applicable guidelines and standards;

- transportation infrastructure improvements, and missing links for all modes of transportation, beyond those identified in the Region of Peel and Town Transportation Master Plans and construction programs;
- development phasing based on the proposed, planned, and scheduled transportation infrastructure improvements;
- high level transit-supportive measures and parking policies to support the achievement of the Town's modal split targets and reduced single-occupant vehicle trips; and,
- a detailed implementation plan to achieve complete community building objectives, which will be reflected in the secondary plan policies and schedules to provide direction for implementing plans of subdivision and site plans.

#### **1.17 Phasing Plan<sup>22</sup>**

- 1.17.1 The phasing plan will recommend how the secondary plan area will be phased in a logical manner to the satisfaction of the Town in consultation with the Region of Peel and in accordance with Regional requirements and approved master plans with respect to the feasibility and capacity of public infrastructure required for development.

#### **1.18 Transition Area Recommendations (Campbell's Cross)<sup>23</sup>**

- 1.18.1 For the Campbell's Cross Transition Area overlay designation, existing and potential land uses will be analyzed, and recommendations will be made for transition from employment uses to the Campbell's Cross settlement area, which is primarily residential.

## **2. Additional Application Materials**

The following additional application materials are required in support of a *Planning Act* application for an official plan amendment to establish a secondary plan.

#### **2.1 Application Form and Fees**

- 2.1.1 The proponent must provide a completed Town of Caledon application form for an official plan amendment, as well as all planning application review fees required by the Town and technical review agencies (e.g., Region of Peel, relevant conservation authority).

#### **2.2 Indigenous Engagement Summary<sup>24</sup>**

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<sup>22</sup> Required by Future Caledon, Policies 21.3.6(r) and 24.3.2(f). Refer also to Policies 21.3.7 ("Approval of secondary plans can proceed only in accordance with staging and sequencing plans, to the satisfaction of the Region of Peel...") and 21.3.8 (re: local transit system).

<sup>23</sup> Required by Future Caledon, Policy 24.3.2(m). Refer also to Policy 23.6.3(b).

<sup>24</sup> Required by Future Caledon, Policy 27.2.2(c)(xiii).

- 2.2.1 The proponent must provide documentation of all Indigenous engagement regarding the proposed secondary plan in accordance with Town policies, protocol for Indigenous engagement and other resources.

**2.3 Public Engagement Summary<sup>25</sup>**

- 2.3.1 The proponent must provide documentation of all public engagement regarding the proposed secondary plan prior to the submission of the *Planning Act* application for an official plan amendment. The Town's lead planner will share documentation of Town-led public engagement events or activities.

**2.4 Planning Justification Report<sup>26</sup>**

- 2.4.1 This report will provide a summary of the proposed secondary plan and demonstrate through a policy justification analysis how it conforms to applicable Provincial, Regional and Caledon policy documents. It will also provide an opinion as to the appropriateness of the proposed secondary plan, based on the details of the analysis.

**NOTE: "Written Confirmation Matters"**

Before an official plan amendment to establish a secondary plan is recommended for approval, the proponent should provide written confirmation to the satisfaction of the Town of:

- OPA/Future Caledon being in effect, i.e., urban area (Future Caledon, Policy 27.2.2(d)(vii))
- Conformity with Growth Management and Phasing Plan (Policy 27.2.2(d)(iv))
- Meaningful consultation with Indigenous Nations (Policy 27.2.2(c)(xii))
- Road access approval from the Region of Peel, confirming location, type and capacity (Policy 27.2.2(i)(xi))
- Servicing approval from the Region of Peel, confirming servicing capacity is present or has been committed to (Policy 27.2.2(h)(xxvii))
- Limits of development from the applicable conservation authority or environmental reviewer (Policy 27.2.2(f)(xxxi))
- Acceptance of all required archaeological assessments by the Ministry of Citizenship and Multiculturalism (Policy 17.2.2(e)(i))
- Parkland requirements (Policy 27.2.2(f)(xxxii))
- School sites, where land for schools is required, confirming parcel size(s), location(s), configuration(s) – with confirmation provided by the school board(s) (Policy 27.2.2(d)(xv))

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<sup>25</sup> Required by Future Caledon, Policy 27.2.2(c)(xxi).

<sup>26</sup> Required by Future Caledon, Policy 27.2.2(c)(xx).

- Other community infrastructure/facility site(s), where land is required for municipal and Regional services such as community centres, fire/paramedic/police stations, affordable housing and public works operations yards, confirming parcel size(s), location(s), configuration(s) (Policy 27.2.2(d)(xvi))
- Acceptance of all peer reviews (Policy 27.2.2(d)(xix))

### **3. Technical Requirements**

#### **3.1 File Transfer Protocol**

- 3.1.1 An FTP site will be established so that information can be shared among the parties directly involved in this secondary planning process.

#### **3.2 Acceptable Page Sizes**

- 3.2.1 All reports and materials should be prepared in letter size (8 ½ x 11") and provided as digital files (Word and/or PDF). Maps may be prepared in tabloid size (11 x 17").

#### **3.3 Property of the Town of Caledon**

- 3.3.1 All digital information, data, sketches, drawings, maps and reports submitted in support of the proposed secondary plan will become property of the Town of Caledon.

#### **3.4 Public Release**

- 3.4.1 The owner or agent is required to sign the Town's Acknowledgement of Public Information form related to their application for official plan amendment, which states:

*Agent / Owner (CIRCLE ONE), hereby agree and acknowledge that the information contained in this application and any supporting information, including reports, studies, and drawings, provided with this application by the owner, agent, consultants and solicitors, constitutes public information and will become part of the public record. As such, and in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56, I hereby consent to the Town of Caledon making this application and its support information available to the general public, including copying, posting on the Town's web-site and/or releasing a copy of the application and any of its supporting information to any third party upon their request, and as part of a standard distribution of copies of such documentation, I consent to the Town releasing copies of any of the documentation to additional person(s), including but not limited to members of Council and ratepayers' associations.*

## **Appendix B**

# **Template for a Secondary Plan to the Future Caledon Official Plan**

1. Town Planning staff will provide a Word version of the following secondary plan template on request.
2. Changes to the secondary plan template should be discussed with Town Planning staff. Sections that are not relevant to the secondary plan area may be deleted.
3. Following the approval of the Future Caledon Official Plan by the Minister of Municipal Affairs and Housing, further changes to this template may be required to address modifications by the Minister.
4. The policy numbering format established in Future Caledon must be maintained. Town Planning staff will confirm the anticipated chapter number for each secondary plan, as well as the numbering format for the associated schedules and figures (e.g., H34-1, H34-2, etc.)
5. Existing policies from the Future Caledon Official Plan (Parts A-G) should not be repeated.
6. Town Planning staff will prepare the final schedules and figures included as part of the recommended official plan amendment to establish the secondary plan. Data for the schedules and figures must be provided in accordance with the Town's Digital Submission Standards.

## **34. [NAME OF SECONDARY PLAN]**

### **34.1 Introduction**

#### **34.1.1 Purpose**

[Insert purpose. e.g., The [Name of Secondary Plan] establishes a detailed planning framework to facilitate the *development* of a *complete community*. This secondary plan:

- a) x
- b) x
- c) x.]

#### **34.1.2 Location**

[Describe the location and size of the secondary plan area and refer to the relevant schedule(s). A legal description of the lands is not necessary.]

#### **34.1.3 Vision**

[Describe the long-term vision for the area]

#### **34.1.4 Objectives**

- a) [Add objectives to achieve the vision of the secondary plan]
- b) x

### **34.2 Managing Growth and Change**

#### **34.2.1 Community Structure [or Employment Area Structure]**

- a) [Describe the main structural elements of the secondary plan area. Refer to Schedule B1, Town Structure and Figure F2, Preliminary Community Structure.]
  - i) [Use the TAB key to add a level as needed. Use the “Decrease Indent” button (in the Home toolbar) to go back a level.]
    - [Use the TAB key to add a level as needed. Use the “Decrease Indent” button (in the Home toolbar) to go back a level.]

b) x

#### 34.2.2 Growth Management

- a) [Describe how much population and employment growth is planned for the secondary plan area in terms of population and/or employment, as applicable.]
- b) [Identify minimum densities.]

#### 34.2.3 Housing [for secondary plans within Community Areas]

- a) [Refer to Chapter 9, Housing, of Future Caledon. Address housing matters specific to the secondary plan area. Indicate the range of housing types to be provided, as well as the target mix and distribution (i.e., number of units and different tenure types).]
- b) [Provide housing targets for each form of residential development for all phases, including Affordable Housing, with an assessment of the contribution to the Town's overall housing targets, where applicable.]
- c) [For lands subject to "priority area" zoning by-laws within the 2051 New Urban Area, include this policy: To increase the Town's housing supply and provide for affordable housing options, *multiplexes* and non-market housing may be permitted within any designation that permits residential uses.]

#### 34.2.4 Non-residential Employment-generating Uses

- a) [Indicate the types of commercial and/or employment uses to be provided, as well as the target gross floor areas and/or jobs and replacement criteria.]

### 34.3 General Policies

#### 34.3.1 Climate Change

- a) [Refer to Chapter 5, Climate Change, of Future Caledon. Address climate change mitigation and adaptation, including sustainable design, energy conservation and emissions reduction for the secondary plan area.]
  - i) [Use the TAB key to add a level as needed. Use the "Decrease Indent" button (in the Home toolbar) to go back a level.]
    - [Use the TAB key to add a level as needed. Use the "Decrease Indent" button (in the Home toolbar) to go back a level.]

- b) [Identify how carbon and alternative and renewable energy systems, including district energy systems, should be incorporated into the secondary plan area.]

- c) [Indicate how residents and employees should be protected from climate risk.]

#### 34.3.2 Cultural Heritage

- a) [Refer to Chapter 6, Cultural Heritage, of Future Caledon. Address the conservation of cultural heritage resources within the secondary plan area.]

#### 34.3.3 Urban Design

- a) [Refer to Chapter 7, Design, and Section 27.3, Implementing Design Excellence, of Future Caledon. Address urban design and public realm matters specific to the secondary plan area. Urban design policies related to specific land uses may be included in the land use policies later in the secondary plan.]

- b) [Indicate whether area-specific design guidelines have been prepared or are required.]

- c) [Address alternative development standards, if appropriate]

#### 34.3.4 Economic Opportunities

- a) [Refer to Chapter 8. Provide any appropriate policies for the secondary plan area.]

#### 34.3.5 Public Service Facilities

- a) [Refer to Chapter 10, Public Service Facilities, of Future Caledon. Identify the provision of elementary and secondary schools and their general locations (e.g., symbols on schedule)]

- b) [Identify the provision of other *public service facilities* including long-term care facilities, community centres, libraries, emergency services and more]

#### 34.3.6 Transportation and Mobility

- a) [Refer to Chapter 11, Transportation, of Future Caledon. Address transportation and mobility matters specific to the secondary plan area.]

- b) [Implement the Multi-modal Transportation Master Plan, as amended, as well as recommendations from the transportation study and mobility plan prepared for the secondary plan area.]



- c) [Describe the proposed transportation network, including mid-block connections, and indicate collector, arterial and Regional roads on the schedule(s) to the secondary plan. A conceptual local road network may be included on tertiary plan figures.]
- d) [Address multi-modal integration, including: transit; active transportation; vehicular movement (including goods movement); parking and traffic management measure, including traffic calming and transportation demand management (TDM)]

#### **34.3.7 Infrastructure**

- a) [Refer to Chapter 11, Infrastructure, of Future Caledon. Describe and indicate the general location of any future public lands to be dedicated to the Town as part of any development approval process within the secondary plan area.]

### **34.4 Natural Environment System**

[Refer to Chapter 13, Natural Environment System, of Future Caledon. Include policies to protect, restore and enhance the natural environment system within the secondary plan area. Delete subheadings that are not relevant or needed.]

#### **34.4.1 Natural Features and Areas**

- a) [Use TAB key to move to next level as needed.]
  - i) [Use TAB key to move to next level as needed.]
    - [Use TAB key to move to next level as needed.]

#### **34.4.2 Supporting Features and Areas**

- a) [Use the TAB key to add a level as needed. Use the “Decrease Indent” button (in the Home toolbar) to go back a level.]

#### **34.4.3 Greenbelt Plan Natural Heritage System**

- a) [Use the TAB key to add a level as needed. Use the “Decrease Indent” button (in the Home toolbar) to go back a level.]

#### **34.4.4 Natural Hazards**

- a) [Refer to Chapter 16, Natural Hazards, of Future Caledon. Provide any additional policies appropriate for the secondary plan area.]

### **34.5 Parks and Open Space**

#### **34.5.1 Parkland Requirement**

- a) [Refer to Chapter 14, Parks and Open Space, of Future Caledon. The parks and open space identified on Schedule B4, Land Use Designations, and Schedule D8, Parks and Open Space, form the basis of the Town's network of parks and open space. Additional lands will be designated for parks and open space within each secondary plan.]
  - i) [Use the TAB key to add a level as needed. Use the "Decrease Indent" button (in the Home toolbar) to go back a level.]
    - [Use the TAB key to add a level as needed. Use the "Decrease Indent" button (in the Home toolbar) to go back a level.]
  - b) [Indicate how much parkland is expected to be required and where and how parks will be developed within the secondary plan area. The precise distribution of all park classifications in the secondary plan area will be determined in accordance with Future Caledon, the Parks and Recreation Master Plan, or equivalent, and a community facilities study.]
  - c) [Note: Chapter 10, Public Service Facilities, of Future Caledon also allows for public parks in other land use designations subject to the criteria set out in Policy 10.2.7.]

#### **34.5.2 Community Parks**

- a) x

#### **34.5.3 Neighbourhood Parks**

- a) x

#### **34.5.4 Privately Owned Publicly Accessible Spaces**

- a) x

### **34.6 Community Area Land Use Designations and Policies [Delete if not applicable]**

[Policies should also provide guidance on the continuation, integration and/or transitioning of existing land uses and the development path for small land holdings. Use-specific urban design policies may also be included here.]

#### **34.6.1 Urban Centres**

- a) [Refer to Section 22.3 of Future Caledon. Provide any additional direction or designation-specific development policies appropriate for the secondary plan area.]
  - i) [Use the TAB key to add a level as needed. Use the “Decrease Indent” button (in the Home toolbar) to go back a level.]
    - [Use the TAB key to add a level as needed. Use the “Decrease Indent” button (in the Home toolbar) to go back a level.]

b) x

#### **34.6.2 Urban Corridors**

- a) [Refer to Section 22.5 of Future Caledon. Provide any additional direction or designation-specific development policies appropriate for the secondary plan area.]

#### **34.6.3 Major Commercial/Mixed-use Areas**

- a) [Refer to Section 22.8 of Future Caledon. Provide any additional direction or designation-specific development policies appropriate for the secondary plan area.]

#### **34.6.4 Neighbourhood Area**

- a) [Refer to Section 22.7 of Future Caledon. Provide any additional direction or designation-specific development policies appropriate for the secondary plan area.]

#### **34.6.5 Major Institutional Area**

- a) [Refer to Section 22.9 of Future Caledon. Provide any additional direction or designation-specific development policies appropriate for the secondary plan area.]

#### **34.6.6 Knowledge and Innovation Corridor**

- a) [Refer to Section 23.10 of Future Caledon. A Knowledge and Innovation Corridor partially located within a New Community Area is to be refined through additional study. The policies of Section 23.10, Knowledge and Innovation Employment Area designation were intended to apply.]\*

**34.7 Employment Area Land Use Designations and Policies\*** [Delete if not applicable]

[\*Subject to change following the approval of Future Caledon. Policies related to retail/commercial, office and institutional uses, as well as existing uses, will require additional review in accordance with the employment policies of the 2024 Provincial Planning Statement, including the updated “employment area” definition.]

**34.7.1 Prestige Employment Area**

- a) [Refer to Section 23.7 of Future Caledon. Provide any additional direction or designation-specific development policies appropriate for the secondary plan area.]
  - i) [Use the TAB key to add a level as needed. Use the “Decrease Indent” button (in the Home toolbar) to go back a level.]
    - [Use the TAB key to add a level as needed. Use the “Decrease Indent” button (in the Home toolbar) to go back a level.]

b) x

**34.7.2 General Employment Area**

- a) [Refer to Section 23.8 of Future Caledon. Provide any additional direction or designation-specific development policies appropriate for the secondary plan area.]

**34.7.3 Goods Movement District**

- a) [Refer to Section 23.9 of Future Caledon. Provide any additional direction or designation-specific development policies appropriate for the secondary plan area.]

**34.7.4 Knowledge and Innovation Employment Area**

- a) [Refer to Section 23. 10 of Future Caledon. Provide any additional direction or designation-specific development policies appropriate for the secondary plan area.]

**34.8 Site-specific Exception Policies**

The following additional policies apply to certain lands within the [Name of Secondary Plan] area.

**34.8.1** [Insert site-specific exception policies, as appropriate (e.g., to recognize a previous site-specific official plan amendment that should be maintained).]

- a) [Use the TAB key to add a level as needed. Use the “Decrease Indent” button (in the Home toolbar) to go back a level.]
  - i) [Use the TAB key to add a level as needed. Use the “Decrease Indent” button (in the Home toolbar) to go back a level.]
    - [Use the TAB key to add a level as needed. Use the “Decrease Indent” button (in the Home toolbar) to go back a level.]
- b) [Determine whether any existing or interim uses should be addressed Refer to Policy and/or Policy 23.6.2 regarding uses permitted prior to the preparation of a secondary plan.]

**34.8.2** x

**34.9 Implementation****34.9.1 Tertiary Plan(s)**

- a) [Refer to Section 21.4, Tertiary Planning. Indicate if tertiary planning will be required for the secondary plan area and indicate specific requirements (may be modified from Section 21.4 in consultation with Town Planning staff).]
- b) [A tertiary plan should be a Figure included with the secondary plan. An official plan amendment is not required.]

**34.9.2 Draft Plans of Subdivision and Zoning By-law Amendments**

- a) [Refer to Chapter 25, Implementation Tools, of Future Caledon. Indicate technical studies and submission materials required in support of implementing draft plans of subdivision and zoning by-law amendments.]
- b) Prior to final approval of each plan of subdivision:
  - i) all requirements of the Town and Region will be satisfied; and,

- ii) utility providers and school boards will confirm that appropriate facilities and services can be accommodated.

**34.9.3 Phasing and Financial Responsibility**

- a) [Indicate the phases within the secondary plan area consistent with the Town's 2024 Growth Management and Phasing Plan, as well as the growth management and phasing policies in Future Caledon.]
- b) [Indicated sub-phasing within the secondary plan area consistent with the phasing plan prepared in support of the secondary plan, to the satisfaction of the Region of Peel.]
- c) [Address development sequencing considerations.]
- d) [Address the financial impact analysis prepared in support of the secondary plan.]
  - i) [Address the timing and delivery of water and wastewater servicing, transportation improvements and other community infrastructure.]
  - ii) [Address the timing and delivery of parkland and public service facilities.]
- e) [Address financial and servicing agreements.]

**34.9.4 x**



The Corporation of

**THE TOWNSHIP OF MELANCTHON**

157101 Highway 10, Melancthon, Ontario, L9V 2E6

**NOTICE OF STATUTORY PUBLIC MEETING  
ZONING BY-LAW AMENDMENT (FILE NO. Z2024-02-26)**

**RECEIPT OF COMPLETE APPLICATION**

**TAKE NOTICE** that the Township of Melancthon has received a complete application for a Zoning By-law Amendment for the lands legally described as Part Lot 241, Concession 1 NE in the Township of Melancthon. The subject property has no civic address.

**AND PURSUANT** to Section 34 of the *Planning Act*, the application file is available for review at the Municipal Office. Please contact the Township Office to arrange to review this file.

**PUBLIC MEETING:** The Council for the Corporation of the Township of Melancthon will be holding a public meeting described below under Section 34 of the *Planning Act*, R.S.O. 1990, C.P.13 as amended, to allow the public to comment on a proposed Zoning By-law Amendment.

**DATE AND LOCATION OF PUBLIC MEETING**

*Date and Time* Thursday, April 3<sup>rd</sup>, 2025, at 5:30 p.m.

*Location* Council Chambers – 157101 Highway 10 or Virtual via Zoom

If you wish to attend virtually, please email the Clerk prior to the day of the public meeting so you can be provided with the link to the meeting.

**THE PURPOSE** of the application is to implement a site-specific zoning provision on the subject lands to permit the establishment of a meeting house and cemetery in the *General Agriculture (A1)* zone. The permitting of a cemetery on the subject lands will also be in accordance with section 84(1) of the *Funeral, Burial, and Cremation Services Act, 2022 (FBSCA)*.

**FURTHER INFORMATION AND MAP OF LAND SUBJECT TO THE APPLICATION**

A key map has been appended (see *Appendix A*) that identifies the lands that are subject to the Zoning By-law amendment application.

Additional information and materials regarding the proposed Zoning By-law Amendment application are available for review by contacting the Township office by telephone at 519-925-5525, by email to the Clerk at [dholmes@melancthontownship.ca](mailto:dholmes@melancthontownship.ca), or by visiting the Township office located at 157101 Highway 10, Melancthon, ON during regular business hours Monday – Friday, 8:30 a.m. – 4:30 p.m. (the Office is closed between 12:00 p.m. and 1:00 p.m.).

**IF YOU WISH TO BE NOTIFIED** of the decision of the Council for the Corporation of the Township of Melancthon in respect to the proposed amendment, you must submit a written request to the Clerk of the Township of Melancthon at 157101 Highway 10, Melancthon, Ontario, L9V 2E6, email - [dholmes@melancthontownship.ca](mailto:dholmes@melancthontownship.ca).

If a person or public body does not make oral submissions at a public meeting or make written submissions to Council before the proposed amendments are approved, the person or public body is not entitled to appeal the decision of Council to the Ontario Land Tribunal.

If a person or public body does not make oral submissions at a public meeting or make written





The Corporation of

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157101 Highway 10, Melancthon, Ontario, L9V 2E6

submissions to Council before the proposed amendments are approved, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

**Mailing Date of this Notice: Thursday, February 27<sup>th</sup>, 2025**

A handwritten signature in black ink, appearing to read "Denise B. Holmes".

**Denise B. Holmes, AMCT**  
CAO/Clerk  
Township of Melancthon

**Appendix A – Lands Subject to Zoning By-law Amendment Application**







The Corporation of  
**THE TOWNSHIP OF MELANCTHON**  
157101 Highway 10, Melancthon, Ontario, L9V 2E6

**MEMORANDUM**

**To:** Mayor White and Members of Council

**Copy:** Ms. Denise Holmes, CAO/Clerk

**From:** Liam Morgan, Development Planner

**Date:** April 3<sup>rd</sup>, 2025

**Re:** Planning Report – Zoning By-law Amendment – Concession 1 NE Part Lot 241

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**1.0 RECOMMENDATIONS**

**THAT Planning Report – Zoning By-law Amendment – Concession 1 NE Part Lot 241, dated April 3<sup>rd</sup>, 2025 be received;**

**AND THAT Council approve the Zoning By-law Amendment with respect to the Zoning By-law Amendment Application – Concession 1 NE Part Lot 241.**

**2.0 BACKGROUND**

The Township of Melancthon received an application from MHBC Planning Ltd. (herein referred to as the 'applicant') on behalf of the Independent Old Order Mennonite Church (herein referred to as the 'owner') seeking an amendment to the Township Zoning By-law 12-1979. The proposed amendment aims to implement site-specific regulations to the in-effect *General Agricultural (A1)* zoning for the subject lands. Specifically, those site-specific regulations relate to the permitted uses and minimum setback distances in the *A1* zone.

Pre-Consultation Process

On March 2<sup>nd</sup>, 2023, the applicant submitted a pre-consultation application to the Township of Melancthon to discuss the proposed development concept of a meeting house and cemetery. Township staff held a pre-consultation meeting on April 18<sup>th</sup>, 2023 to which comments were provided by various internal departments and external agencies. Those departments and agencies included the County of Dufferin, Grand River Conservation Authority (GRCA), and the Township's Engineering consultant.

It must be noted that specific details of that meeting are solely based on the documents provided in the application file, as the current Township of Melancthon Planner was not employed by the County/Township at that time. The Township of Melancthon Planner, at that time, requested that the applicant proceed with a Township Official Plan Amendment application and Zoning By-law Amendment application. As part of those applications, the Township of Melancthon Planner requested the following studies be submitted:

1. Planning Justification Report
2. Environmental Impact Study
3. Archaeology Assessment
4. Geotechnical Investigation Report
5. Hydrogeological Study
6. Functional Servicing Report
7. Stormwater Management Report
8. Traffic Impact Study



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**THE TOWNSHIP OF MELANCTHON**

157101 Highway 10, Melancthon, Ontario, L9V 2E6

9. Agricultural Impact Assessment

10. Minimum Distance Separation Calculation

Related Application(s) – Official Plan Amendment Four (OPA #4)

An application to amend the Township Official Plan was submitted by the applicant on February 26<sup>th</sup>, 2024, which was subsequently deemed complete by Township Planning staff on March 19<sup>th</sup>, 2024. In short, the application sought to permit the uses of a meeting house and cemetery for lands designated as *Agricultural* under the Township Official Plan. The application was brought forth to Township Council on June 20<sup>th</sup>, 2024, where Township of Melancthon Planning staff were able to present their recommendation report, and a public meeting was held. Being that Township Planning staff indicated no concerns in their recommendation report, the application was approved by Township Council.

Following Township Council approval of the Official Plan Amendment, Township staff circulated an information package to the County of Dufferin (herein referred to as the 'County') since the County is the approval authority for all lower-tier Official Plan Amendments, except that of Orangeville and Mono. The information package was circulated to the County on July 5<sup>th</sup>, 2024. County Planning staff prepared a recommendation report that was brought forth to County Council on September 12<sup>th</sup>, 2024 where it was approved by County Council.

Funeral, Burial and Cremation Services Act, 2022 – Municipal Approval

As part of the broader application process, the owner was required to submit a request for municipal approval for the establishment of a new cemetery under section 84 of the *Funeral, Burial and Cremation Services Act, 2022* (herein referred to as '*FBSCA, 2022*'). This request was issued by the owner to Township Planning staff on July 19<sup>th</sup>, 2024. After reviewing the submitted request, Township Planning staff prepared a report for Township Council that was brought forth on September 19<sup>th</sup>, 2024. Township Council approved the owner's request under section 84 of the *FBSCA, 2022*.

Intent of Current Report

The purpose of the following report is to provide Council with a recommendation on whether the proposed Zoning By-law Amendment application should be approved or denied. It is the aim of this report to provide Council with a detailed analysis of the proposed application and determination on whether it in fact represents 'good planning'. Using this report Council will be tasked to conclude if the proposed application should be accepted or refused.

**3.0 DESCRIPTION OF SUBJECT LANDS**

The lands subject to the Zoning By-law Amendment application are legally described as Concession 1 NE Part Lot 241 (Roll Number: 221900000502150). There is no municipal address for the subject lands.

Presently on the subject lands, which are approximately 1.17 hectares (2.9 acres) in size and have a lot frontage of approximately 60.96 metres, is an existing mobile trailer, four accessory structures/sheds, and a small crop area. The lands are designated as *Agricultural* under the Township Official Plan and zoned as *General Agricultural (A1)*, as per Zoning By-law 12-1979. Surrounding land uses include agricultural land, existing rural residential dwellings, and mature vegetative areas.

An aerial of the subject lands has been provided for reference below in *Figure 1*.



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**THE TOWNSHIP OF MELANCTHON**  
157101 Highway 10, Melancthon, Ontario, L9V 2E6

**Figure 1: Aerial of Subject Lands**



#### **4.0 PROPONENT APPLICATION**

The intent of this application is to introduce site-specific zoning regulations that will permit the establishment of a meeting house and cemetery that will be widely utilized by the surrounding Mennonite community. Specifically, the specific zoning regulations to be implemented are the permitting of a meeting house and cemetery and the reduction of the *minimum setback distance between any building to the nearest lot line* to 5.64 metres where a distance of eight (8) metres is required under the A1 zone.

An illustration of the site plan has been provided below in *Figure 2*.







The Corporation of

**THE TOWNSHIP OF MELANCTHON**

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4. A principal dwelling associated with an agricultural operation shall be permitted in *prime agricultural areas* as an agricultural use, in accordance with provincial guidance, except where prohibited in accordance with policy 4.3.3.1.c).
5. Where a residential dwelling is permitted on a lot in a *prime agricultural area*, up to two additional residential units shall be permitted in accordance with provincial guidance, provided that, where two additional residential units are proposed, at least one of these additional residential units is located within or attached to the principal dwelling, and any additional residential units:
  - a. Comply with the *minimum distance separation formulae*.
  - b. Are computability with, and would not hinder, surrounding agricultural operations.
  - c. Have appropriate sewage and water services.
  - d. Address any public health and safety concerns.
  - e. Are of limited scale and located within, attached, or in close proximity to the principal dwelling or farm building cluster; and,
  - f. Minimize land taken out of agricultural production
6. For greater certainty, the two additional residential units that are permitted on a lot in a *prime agricultural area* in accordance with policy 4.3.2.5 are in addition to farm worker housing permitted as an *agricultural use*.

Further to section 4.3.2, the PPS, 2024 also offers guiding policies as it relates to non-agricultural uses in prime agricultural areas. Those policies are outlined under section 4.3.5 of the PPS, 2024 and include the following:

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



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Natural Heritage

PPS, 2024 also offers policy direction as it relates to natural features. These policies are relevant to the current application since there are several natural heritage features both on and adjacent to the subject lands. Section 4.1 of the PPS, 2024 provides the following relevant policies:

1. Natural features and areas shall be protected for the long term.
2. The diversity and connectivity of natural features in an area, and the long-term *ecological function* and biodiversity of *natural heritage systems*, should be maintained, restored or, where possible, improved, recognized linkages between and among *natural heritage features and areas*, *surface water features*, and *ground water features*.
4. Development and site alteration shall not be permitted in:
  - a. *Significant wetlands* in Ecoregions 5E, 6E and 7E
  - b. *Significant coastal wetlands*
5. Development and site alteration shall not be permitted in:
  - a. *Significant wetlands* in the Canadian Shield north of Ecoregions 5E, 6E and 7E1.
  - b. *Significant woodlands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River)<sup>1</sup>.
  - c. *Significant valleylands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River)<sup>1</sup>.
  - d. *Significant wildlife habitat*.
  - e. *Significant areas of natural and scientific interest*; and
  - f. *Coastal wetlands* in Ecoregions 5E, 6E and 7E1 that are not subject to policy 4.1.4.b).

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

Sewage, Water and Stormwater

Section 3.6 of the PPS, 2024 provides direction as it relates to sewage and water servicing. Of relevance to the application at hand is section 3.6.4, which is outlined below:

4. Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not available, planned or feasible, individual on-site sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts.



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*5.2. Provincial Policy Statement, 2020*

Being that the application was submitted and deemed complete prior to the enactment of the PPS, 2024, reference must also be made to the policies of the PPS, 2020. In fact, the PPS, 2020 and all associated policies will take precedence over the policies of the PPS, 2024 since the PPS, 2020 was the in-effect provincial planning policy at the time of submission.

Agriculture

Under the PPS, 2020, the subject lands are still defined as a *Prime Agricultural Area*. The policies relating to *Prime Agricultural Areas* generally remain consistent between the PPS, 2024 and PPS, 2020 and, in fact, the policies identified in the previous section remain unchanged from the PPS, 2020.

Natural Heritage

The natural heritage features found on the subject lands were present under both the PPS, 2020 and PPS, 2024. Similar to that of the Agriculture section, the natural heritage policies remain consistent across the two versions of the provincial policy.

Sewage, Water and Stormwater

In alignment with the previous two sections, the policies associated with the Sewage, Water and Stormwater section of both the PPS, 2024 and PPS, 2020 have remain unchanged.

*5.3. County of Dufferin Official Plan*

The County of Dufferin Official Plan, which has been recently (October 2024) modified through Official Plan Amendments #2 and #3, offers overarching policy direction for land use and development matters in the entire County of Dufferin. It must be noted that Official Plan Amendments #2 and #3 are not applicable to the current application being that it was submitted prior to Ministerial approval of the two amendments.

The intent of the County of Dufferin Official Plan, especially as it relates to the current application, is outlined in section 1.1.5 and includes the following policies:

- a. Foster the creation of complete, healthy, and sustainable communities and enhance the quality of life for all residents.
- f. Protect natural heritage features and the environment and foster the creation of an enhanced and connected *natural heritage system* and recognize the importance of provincially significant features and land forms located within the Niagara Escarpment, the Oak Ridges Moraine, and the Greenbelt Plan Area.
- l. Maintain and enhance the County's *Countryside Areas* and *character* and significant environmental features and resources.

Land Use Designation

Under the County Official Plan, the subject lands are designated as *Agricultural*. While this land designation is now referred to in the County Official Plan as *Prime Agricultural*, this was implemented through the recent Official Plan Amendments and, as such, the previous terminology of *Agricultural* will be utilized. The intent of the *Agricultural* designation is to protect agricultural areas from incompatible



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uses, while accommodating a diverse range of agricultural uses, agricultural-related uses, and on-farm diversified uses (sec. 4.2). Lands designated as *Agricultural* are to be protected for agricultural uses unless appropriate justification is provided for alternative uses.

Permitted uses in the *Agricultural* designation, as per section 4.2.2., include agricultural uses, normal farm practices, residential dwellings, agricultural related-uses, on-farm diversified uses, home occupations, home industries, forestry, conservation, wildlife and fisheries management, passive recreational uses, watershed management, and flood and erosion control projects.

Lands designated as *Agricultural*, especially as it relates to the current application, are also subject to the land use policies below:

Section 4.2.3 – Land Use Policies

- b. In order to avoid land use conflicts within the *Agricultural Area* designation, new land uses, including *lot* creation, and new or expanding livestock facilities will comply with the *Minimum Distance Separation Formulae*, to ensure appropriate standards for separating incompatible uses from existing, new or expanding livestock facilities. The *Minimum Distance Separation Formulae* will be implemented through the applicable local municipal planning documents.
- c. Proposed development in *Agricultural Areas* will be serviced with adequate sewage and water services. Development proposals for non-agricultural uses will demonstrate the suitability of the site for the proposed method of sewage and water services and stormwater management to the satisfaction of the local municipality, and any other required approval agencies.

Section 4.2.3.1 – Recreational and other Non-Agricultural Uses in Agricultural Areas

It is the policy of this Plan to protect lands which are suitable for agricultural uses for the long-term. Non-agricultural uses may only be permitted in *agricultural areas* for the extraction of minerals, petroleum resources and mineral aggregate resources, and or limited non-residential uses, including new or expanding recreational uses, may only be permitted in *agricultural areas* subject to the submission of appropriate studies, including an Agricultural Impact Assessment, provided that all of the following are demonstrated:

- i. There is a need within the planning horizon of this Plan for the proposed use;
- ii. The lands do not comprise a specialty crop area
- iii. Alternative locations have been evaluated, and;
  - a. There are no reasonable alternative locations which avoid prime agricultural areas; and
  - b. There are no reasonable alternative locations in prime agricultural areas with lower priority agricultural lands
- iv. The proposed use will not be located in an area that may have an impact on the efficient and logical expansion of nearby urban areas
- v. The proposed use complies with the required MDS I setback distances





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- vi. Impacts from any new or expanding non-agricultural uses on surrounding agricultural operations and lands will be minimized to the extent feasible.

Natural Heritage and Water Resources

The subject lands also entail several natural heritage features, with those features being specifically *Provincially Significant Wetlands and Woodlands*. The County Official Plan provides guidance as it relates to those natural features through sections 5.3.1 and 5.3.4, which are outlined below.

**Provincially Significant Wetlands (sec. 5.3.1)** – Provincially Significant Wetlands in the County will be protected and conserved...It is the policy of the County that:

- b. No development or site alteration will be permitted within *Provincially Significant Wetlands*.
- c. The contiguous land *adjacent* to *Provincially Significant Wetlands* represents an area where it is likely that *development* or *site alteration* would have a *negative impact* on the feature or area. *Development* and *site alteration* will not be permitted on land *adjacent* to a *Provincially Significant Wetland*, unless the *ecological function* of the *adjacent land* has been evaluated, and it has been demonstrated that there will be no *negative impacts* on the natural features or on their ecological functions. For the purposes of this policy, the extent of *adjacent land* will be defined as 120 metres. An *Environmental Impact Study (EIS)* will be required for all *development* proposals within 120 metres of a *Provincially Significant Wetland*. Prior to considering *development* and/or *site alteration*, the County and/or local municipality, in consultation with the applicable Conservation Authority, will be satisfied that the EIS demonstrates that there will be no negative impacts on the *Provincially Significant Wetland* and the sustaining ecological and/or hydrologic functions.

**Woodlands (sec. 5.3.4)** – The intent of this Plan is to conserve existing woodlands and vegetation and prohibit incompatible land uses that deter their long-term benefits. Woodlands are illustrated on Schedule E. Some areas may not be identified since the exact boundaries of mapped areas may change over time. Development and site alteration will not be permitted within or adjacent to significant woodlands unless it has been demonstrated that there will be no negative impacts on the natural heritage features or their ecological functions through the preparation of an Environmental Impact Study (EIS).

Sewage and Water Services

The County Official Plan also includes policy direction relating to sewage and water services under section 7.3.1. Policies under this section, which are of relevance to the application, include the following:

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

*5.4. Township of Melancthon Official Plan*

The Township of Melancthon Official Plan was approved on September 5<sup>th</sup>, 2017. The purpose of the Official Plan is to guide land use and infrastructure development in Melancthon to ensure the long-term vision of the Plan is maintained.



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Land Use Designation

Schedule A-1 of the Township Official Plan designates the subject lands as *Agricultural*. Permitted uses associated with the *Agricultural* designation, which are contained in section 5.2.1, include agricultural uses, agriculture-related uses, on-farm diversified uses (i.e., farm related tourism), single detached dwelling, and wayside pits. However, the uses of a meeting house and cemetery are also permitted, as per the adopted Township Official Plan Amendment Four (4).

Natural Environment

Similar to that of the County of Dufferin Official Plan, the Township of Melancthon Official Plan (refer to Schedule D and Schedule E) also indicates that there are two natural heritage features – *Provincially Significant Wetlands* and *Woodlands* – abutting the subject lands. Guiding policies for such features are discussed in section 3.4.1 and 3.4.2 of the Township Official Plan and are further outlined below.

Section 3.4.1 – General Environmental Planning Policies

- b. In accordance with the policies of section 5.4 and the Provincial Policy Statement, there shall be no development or site alteration in provincially significant wetlands.

Section 3.4.2 – Assessing Environmental Impact

- b. Except for situations addressed in the policies of subsections 3.4.2(h), (i) and (j) below and subject to all other applicable policies of this Plan, in order to achieve the objectives for the protection of the natural environment, *development* proponents shall be required to prepare an Environmental Impact Study (EIS) for any proposal that is within the areas referenced in section 3.4.1 or where the policies of this Plan require such a study.
- f. Any approval of the proposed development or site alteration shall be subject to the findings and recommendations of the EIS in addition to compliance with any other related policies of this Plan.
- g. Either a full or a scoped Environmental Impact Study will be required for developments or site alterations involving sites in and most sites adjacent to the Environmental Protection or Environmental Conservation overlay designation, for new subdivisions in a Community designation, and for most developments in wellhead protection areas, in the vicinity of watercourses or in or near areas of high aquifer vulnerability as shown on Schedule E.

Further to the above, the Township Official Plan also provides overarching policies for lands adjacent to such features, which is applicable to the current application. Those policies are found in section 5.4.2 and outlined below.

- g. Adjacent lands to a provincially significant wetland include the area within 120 metres of the wetland. The following policies apply with regard to such adjacent lands.
  - i. Development, including the creation of new lots, may be permitted on adjacent lands to a wetland only if it does not result in any of the following:
    - a. A loss of wetland function or area



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- b. Subsequent demand for future development which will have negative impacts on existing wetland functions; or
- c. Conflict with existing site-specific wetland management practices

Servicing Policies

The Township Official Plan provides servicing policies, specifically as it relates to water supply and sewage disposal, under section 6.3.1. Applicable policies to the application include the following:

- a. At the time of preparation of this Plan the only method of servicing land uses in the Township was by private *individual on-site water and sewage services*. Municipal water and sewage services are not viable with the relatively low levels of population and growth in the Township. It is, therefore, a policy of this Plan that future *development* and construction on existing and new lots in conformity with the land use designations and the related policies of this Plan shall continue to be permitted on the basis of *individual on-site water and sewage services*, provided lot sizes and site conditions are suitable for the long-term provision of such services.
- e. A hydrogeological study will be required for any proposed residential plan of subdivision or larger scale commercial, industrial or institutional uses and, where conditions warrant, may be required for other development proposals. As a minimum requirement, such a study shall consider and determine:
  - i. The prospects for obtaining a satisfactory water supply based on individual wells;
  - ii. In the case of a residential plan of subdivision, the number of lots and the size of lots required to meet the guidelines of the Ministry of the Environment and Climate Change, or any other agency having jurisdiction, with regard to nitrate loadings or other key indicators of groundwater impact from sewage disposal systems in particular;
  - iii. In the case of non-residential *development*, the limits as to the size and intensity of the use on the basis of nitrate loadings or other key indicators of groundwater impact;
  - iv. The cumulative impact of the proposed *development*, other potential or proposed *development* in the area, and existing uses; and,
  - v. The potential impacts on area wells and groundwater quality and quantity.

5.5. *Township of Melancthon Zoning By-law 12-1979*

The subject lands are zoned as *General Agricultural (A1)*. Permitted uses of the *A1* zone include farm, kennel, riding stable, nursery or commercial greenhouse, animal hospital, forestry or conservation uses, wayside pit, home occupation, and single detached dwellings.

The proposed zoning by-law amendment seeks to maintain the *A1* zone for the subject lands. An overview of both the existing *A1* zoning regulations and proposed amendments are outlined in the table below.

Table 1: Zoning Comparison Chart		
Regulation	Required	Proposed
Min. Lot Area	1,800 m <sup>2</sup>	11,776 m <sup>2</sup>
Min. Lot Frontage	30 m	60.96 m



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Min. Distance from any building to the nearest lot line	8 m	5.64 m
Minimum Dwelling GFA – 1 storey	93 m <sup>2</sup>	N/A
Max. Lot Coverage	15%	4.7%
Max. Building Height	10 m	9 m

In addition to the amendment to the *minimum distance from any building to the nearest lot line* regulation, the application also seeks to add a meeting house and cemetery to the permitted uses outlined under the A1 zone.

**6.0 POLICY ANALYSIS**

Township Planning staff have undertaken an extensive analysis of the overarching policy regulations associated with subject lands. Staff have determined the following findings as it relates to all overarching planning policies.

*6.1. Provincial Planning Statement, 2024*

Though the proposed development does propose a non-agricultural use in the *prime agricultural area*, all requirements (sec. 4.3.5) to determine the appropriateness of the use have been addressed. The lands are not specialty crop areas, compliance with the minimum distance separation formulae is achieved, the proposed use is an identified need, and alternative locations have been evaluated. As it specifically relates to the evaluation of alternative locations, the subject lands are, in the opinion of Township Planning staff, the most appropriate lands to be used. The subject lands are not large enough to maintain significant agricultural production and are located in an area where the presence of a cemetery will have minimal impact to the surrounding area due to the notable distance between the subject lands and other farms and dwellings. Further to the above, the conclusions determined in both the Agricultural Impact Assessment and Environmental Impact Study were appropriate upon review by Township Planning staff.

The proposed Zoning By-law Amendment application, therefore, is **consistent** with the PPS, 2024 based on Township of Melancthon Planning staff’s review.

*6.2. Provincial Planning Statement, 2020*

Being that all applicable policies in the PPS, 2020 remained unchanged during the implementation of the new PPS, 2024, the reasoning provided in section 6.1 remains applicable here. As such, the Zoning By-law Amendment application is **consistent** with the PPS, 2020.

*6.3. County of Dufferin Official Plan*

The proposed Zoning By-law Amendment application upholds the general intent of the *Prime Agricultural* designation. Similar to section 6.1, even with the proposed use being a non-agricultural use in an *agricultural area*, all of the necessary requirements under section 4.2.3.1 of the County Official Plan have been addressed by the applicant through the studies submitted as part of the Zoning By-law Amendment application.

All natural heritage and servicing policies, specifically the policies relating to the adjacent *Provincially Significant Wetland*, were deemed to be addressed through sign-off from both the Grand River Conservation Authority (GRCA) and Township of Melancthon Engineering Consultant upon review of all applicable reports and studies.

Based on Township of Melancthon Planning staff’s review, the application is **consistent** with the County of Dufferin Official Plan.



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*6.4. Township of Melancthon Official Plan*

Through Township Official Plan Amendment Four (4) the proposed application now strongly conforms with the overarching *Agricultural* designation. As noted in the previous section, the GRCA reviewed the submitted EIS and determined that they had no concerns with the proposed development being adjacent to the *Provincially Significant Wetland*. In addition, the Township's Engineering consultant indicated in their comments no concerns with the proposed development and servicing strategy, which seeks to construct individual on-site sewage services and individual on-site water services. This servicing strategy aligns with the recommended approach under section 6.3.1(a) of the Township Official Plan.

It is the opinion of Township of Melancthon Planning staff that the proposed Zoning By-law Amendment application maintains the general intent of the Township Official Plan.

*6.5. Township of Melancthon Zoning By-law 12-1979*

The proposed Zoning By-law Amendment application largely conforms to all regulations under the *A1* zone. Though the application seeks to implement new permitted uses in the *A1* zone for the subject lands, this is to ensure alignment with the previously approved Official Plan Amendment Four (4). In the opinion of Township Planning staff, such policy alignment is critical to maintaining cohesion between planning policies and firmly represents good planning practice. Further, the reduction in the *minimum distance from any building to the nearest lot line* provision is appropriate from the perspective of Township Planning staff. Not only is the reduction relatively minor in nature, representing only a 30% reduction in distance, but the adjacent lands are a large agricultural parcel with the nearest building being approximately 350 metres from the proposed meeting house. Therefore, this reduction would, in the opinion of Township Planning staff, not negatively impact the views, noise limitations, and general quality of life of any adjacent neighbours.

Based on the above, the Zoning By-law Amendment application represents 'good planning' and is an appropriate amendment.

**7.0 SUMMARY OF TECHNICAL REPORTS SUBMITTED**

The planning consultant has submitted the following technical reports and information to the Township in support of the proposed Zoning By-law Amendment:

- Archaeology Report, prepared by *Detritus Consulting Ltd.*
- Comment Response Matrix, prepared by *MHBC Planning Ltd.*
- Cover Letter, prepared by *MHBC Planning Ltd.*
- Hydrogeological Investigation, prepared by *BluePlan Engineering*
- Letter regarding Entry of Archaeological Assessment Report into Ontario Public Register of Archaeological Reports, prepared by *Ministry of Citizenship and Multiculturalism*
- Owner Authorization Form, prepared by *Reuben Martin and Martin Hoover of the Independent Old Order Mennonite Church*
- Planning Justification Report, prepared by *MHBC Planning Limited*
- Revised Servicing Feasibility Assessment, prepared by *BluePlan Engineering*
- Scoped Environmental Impact Study, prepared by *SAAR Environmental Limited*
- Septic Design Report, prepared by *Eli Sherk and Heiner Phillip*





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- Stormwater Management Report, prepared by *BluePlan Engineering*
- Site Plan, prepared by *BluePlan Engineering*
- Zoning By-law Amendment Application Form, prepared by *MHBC Planning Ltd.*
- Zoning By-law Amendment Draft By-law, prepared by *MHBC Planning Ltd.*

## **8.0 SUMMARY OF COMMENTS RECEIVED**

To date, comments have been provided by five (5) agencies. Those agencies, and a high-level summary of their respective comments, are further outlined below.

### **8.1. Township of Melancthon Engineering Consultant**

Comments were first issued by the Township of Melancthon's Engineering consultant on August 22<sup>nd</sup>, 2024 as part of the 1<sup>st</sup> submission. The consultant noted that they still had concerns relating to several of the reports (i.e., EIS, Servicing Assessment, Hydrogeological Investigation, and Grading and Drainage Plan) submitted as part of the Zoning By-law Amendment application. Those comments were issued to the applicant and requested to be addressed as part of a second submission.

The Township of Melancthon Engineering consultant provided supplementary comments on February 25<sup>th</sup>, 2025 as part of the 2<sup>nd</sup> submission. They determined, after further discussions with fellow colleagues, that all concerns had been addressed by the applicant.

### **8.2. County of Dufferin**

Comments were initially issued by the County of Dufferin on November 4<sup>th</sup>, 2024 and then on March 11<sup>th</sup>, 2025 as part of the 2<sup>nd</sup> submission. The comment packages submitted by the County included comments from Building Services, Planning, and Engineering. All three (3) internal divisions had no comments pertaining to the Zoning By-law Amendment application during both the 1<sup>st</sup> and 2<sup>nd</sup> submissions.

### **8.3. Grand River Conservation Authority (GRCA)**

The GRCA issued comments to the Township as part of the 1<sup>st</sup> submission on October 1<sup>st</sup>, 2024 and, subsequently, on March 17<sup>th</sup>, 2025 during the 2<sup>nd</sup> submission circulation. In both sets of comments, the GRCA indicated that they had no objections to the proposed Zoning By-law Amendment. As part of their second submission comments, the GRCA highlighted that a permit from the GRCA would not be required.

### **8.4. Dundalk Fire Department**

Comments were provided by the Dundalk Fire Department on September 24<sup>th</sup>, 2024 as part of the 1<sup>st</sup> submission. They were unable to provide comments at that time indicating that this was because of the fact a building size had not yet been determined. This agency was circulated as part of the 2<sup>nd</sup> submission, but did not provide any comments.

### **8.5. Mississaugas of the Credit First Nation (MCFN)**

The Township received comments from MCFN on March 5<sup>th</sup>, 2025 during the 2<sup>nd</sup> submission. Comments provided by MCFN declared that they had no questions or comments pertaining to



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the Zoning By-law amendment, specifically as it related to the Archaeological Assessment. MCFN did note in their comments that they were not engaged as part of the archaeological assessment nor invited to participate in the fieldwork. As such, they were unable to verify or confirm the findings and recommendations outlined in the report.

## **9.0 CONCLUSION**

Township of Melancthon Planning staff undertook an extensive review of the information provided by the applicant as part of the Zoning By-law Amendment application. The proposed Zoning By-law Amendment seeks to permit the uses of a meeting house and cemetery, as well as reduce the *minimum distance from any building to the nearest lot line* regulation of 8 metres to 5.64 metres.

Upon review of all overarching planning policies, in combination with comments received from both internal departments and external agencies, the proposed Zoning By-law Amendment is appropriate and does represent 'good planning'.

Prepared by:

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**Liam Morgan**

Development Planner

Township of Melancthon



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**THE CORPORATION OF THE TOWNSHIP OF MELANCTHON**

**BY-LAW NO. \_\_\_\_\_**

Being a By-law to amend By-law No. 12-79, as amended, the Zoning By-law for the Township of Melancthon as it affects the property legally described as Concession 1 NE Part Lot 241, as shown on attached Schedule "A".

WHEREAS the Council of the Corporation of the Township of Melancthon is empowered to pass By-laws to regulate the use of land pursuant to Section 34 of the Planning Act, 1990, as amended;

AND WHEREAS the Council of the Corporation of the Township of Melancthon deems it advisable to amend By-Law 12-79, as amended;

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

1. By-law Number 12-79, as amended, is hereby further amended by changing the applicable zone on the lands denoted on Schedule 'A' attached, from General Agricultural (A1) to General Agricultural – Exception (A1-152).
2. Land zoned General Agricultural – Exception (A1-152) as denoted on Schedule "A" attached, shall be subject to the following:

Notwithstanding any other provision of this zoning by-law to the contrary, the following special provisions shall apply:

- i. The uses of a Meeting House and Cemetery shall be permitted, in addition to the permitted uses of the A1 zone.
  - ii. The minimum distance from any building to the nearest lot line is 5.64 metres.
3. That the subject lands as shown as A1-152 on Schedule A are subject to all applicable regulations of Zoning By-law 12-1979, as amended.

This By-law shall come into effect upon the date of passage hereof, subject to the provisions of Section 34 (30) and (31) of the Planning Act (Ontario), as amended.

PASSED this \_\_\_\_ day of \_\_\_\_\_, 2025.

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MAYOR

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CLERK



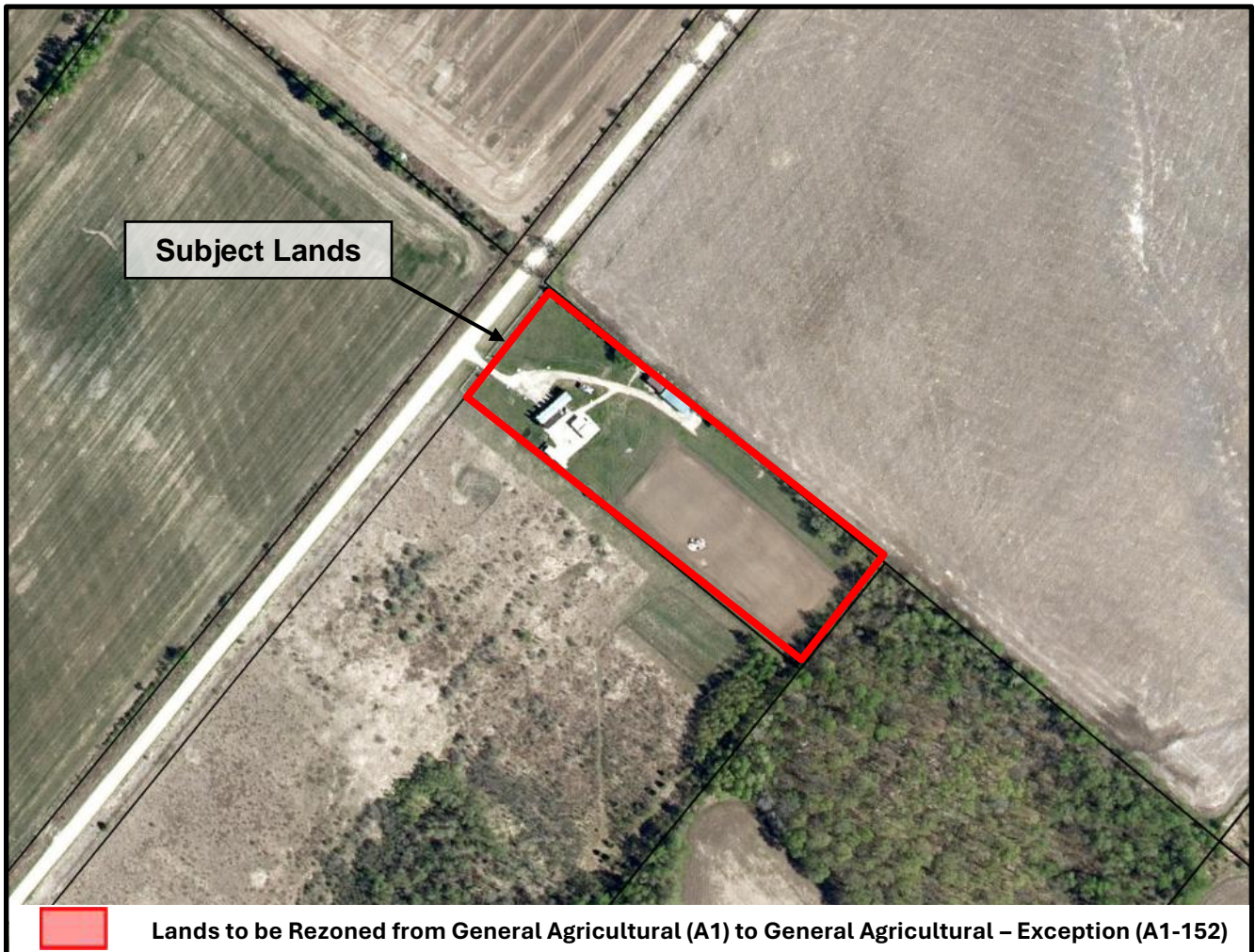


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**SCHEDULE A – LANDS TO BE REZONED**



CONFIDENTIAL



# The township of Melancthon

## Wind Farm Opportunity

DEL 18.2  
APR 3 2025

# COMPANY'S PROFILE



- Founded in 1994, Eolectric is a leader in the development, financing, construction and operation of renewable energy projects and is considered a pioneer of the wind energy sector in Quebec and Canada.
- Has developed nearly **900 MW** of projects and manages over **\$500 M** of operating assets.
- Experienced team of professionals, with expertise in all phases of implementation of renewable energy projects.
- Stands out by the reliability of its projects and is appreciated for its social, environmental and economic approach in the regions where it operates.
- Thrives by a solid business model, a flexible corporate structure and project finance expertise.
- Supported by seasoned fund managers through **Eolectric Club, LP** and **Eolectric Capital Inc.**
- Financially and technically capable of engaging in projects at various stages of advancement.

Development Wind Energy  
Investment Decentralized production  
Fund managers \$500M+ under management Biogas  
Operators RNG Geothermal Partnerships  
Solar Energy

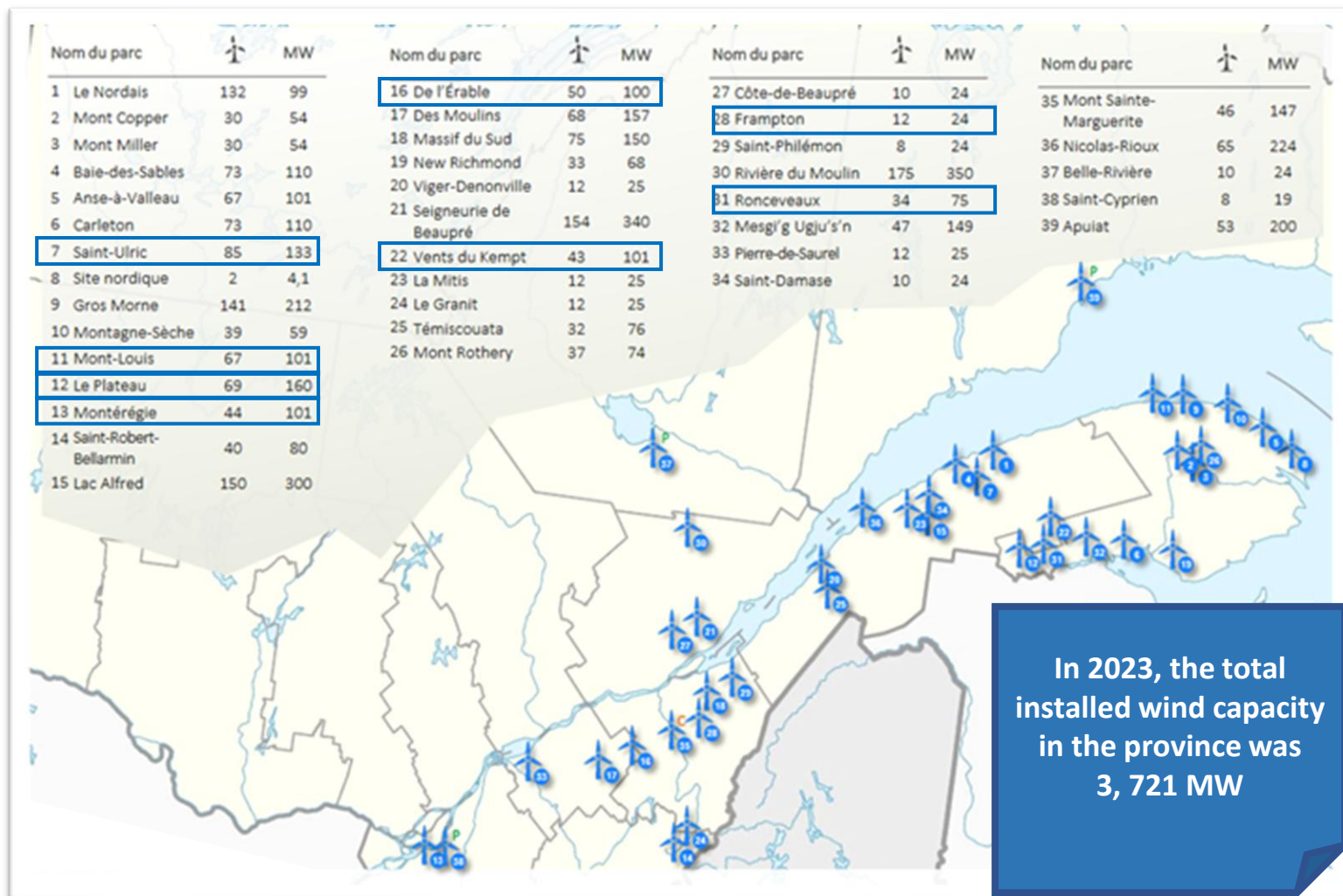


# TRACK RECORD - DEVELOPED IN QUEBEC



**Eolectric has been involved in almost a quarter of total wind installed capacity in the province**

*\*Eolectric also originated and partially developed the 248MW Sharp Hills project in Alberta*



# EOLECTRIC ASSETS UNDER MANAGEMENT



## 101MW - Vents du Kempt



**20-year Power Purchase Agreement** with Hydro-Quebec and operating since December 2014;

Developed, designed, financed, constructed and operated by Eolectric;

**\$227M senior debt** with Manulife, Caisse de Dépôt et Placements du Québec and KfW-IPEX;

Returns beyond expectations.



## 100MW - De l'Érable



**20-year Power Purchase Agreement** with Hydro-Quebec and operating since November 2013;

Developed by Eolectric and partially acquired by Eolectric Club;

Designed, financed, built and operated by Enerfin;

**\$250M senior debt** with Sun Life, Manulife, Canada Life and Industrial Alliance and \$35 M mezzanine debt with Régime de rentes du Mouvement Desjardins;

Technical availability and returns beyond expectations.



# BIOMONT COGENERATION PLANT



- Developed, designed, constructed, financed and operated by **Eolectric** and its partners;
- **\$20M+** investment ;
- **4.8 MWe** project : 3 x 1.6MW GE Jenbacher engines ;
- **Biogas conversion** from the Montreal's Saint-Michel environmental complex (former landfill) into electrical and thermal energy ;
- **25 year** electricity PPA signed with Hydro-Quebec Distribution, operating since September 2017 ;
- Long term **thermal heating agreements** signed with neighbouring TOHU and Cirque du Soleil facilities ;
- Project Winner of the **Best Environmental** Project in the Company category of the *Conseil régional de l'environnement* of Montreal ;



## Clients:



# GEO THERMY

Partnership:



## An innovative business model:

- **Portfolio approach** : 6 projects currently operational, 8 under construction, many more under development
- **Financing** : \$55 M envelope to finance geothermal heating and cooling infrastructure for each project
- **Client profile** : Multi-residential condos and rental properties
- **Benefits to the client** : ↓Capital investment, added floor space from elimination of cooling towers, added value (environmental & CSR), achievement of Green Standards, reduction in the monthly energy overall bill. Fixed and predictable cost over lifetime of the agreement.

## Project examples :



### Brookhouse Gate (Newcastle)

- Developer: Brightstar Group
- Status: Operational since June 2018
- Contract : 2018-2048



### The Plant (Toronto)

- Developer: Windmill
- Status: Operational since December 2019
- Contract : 2019-2049



### Garment Street (Kitchener)

- Developer: Momentum
- Status: In construction
- Operational since October 2021
- Contract : 2020-2050



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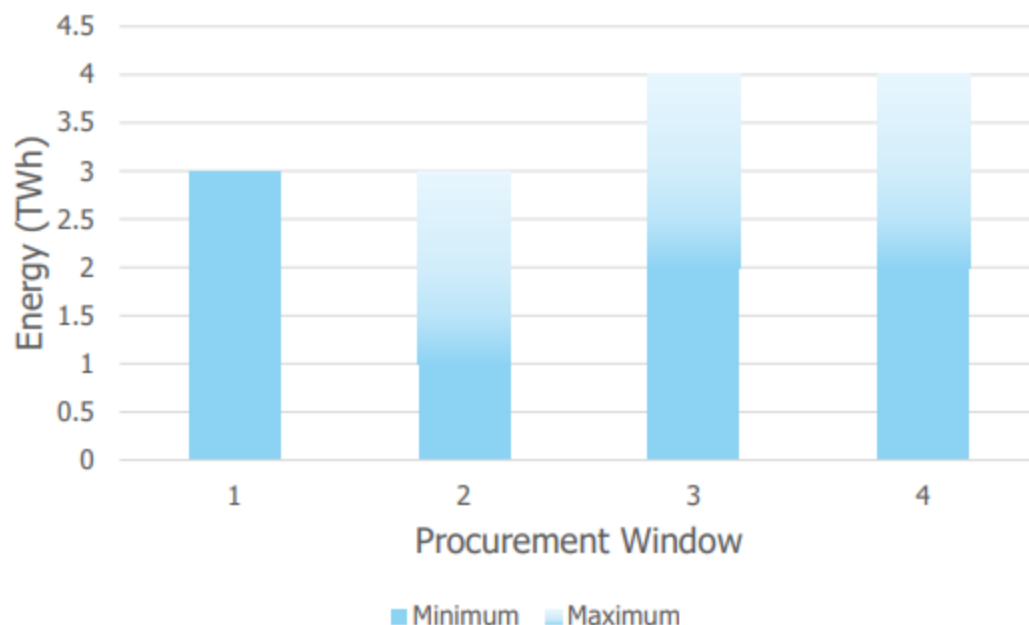
## Ontario's energy market

Ontario's electricity sector today is seeing growing demand, an evolving supply mix and a drive toward grid decarbonization. Combined, these factors are spurring the IESO's ongoing large-scale resource acquisition effort to ensure sufficient supply will be available into the 2030s and beyond.

While recent procurements have focused on capacity, which seeks forms of supply that are capable of meeting demand specifically during system peak hours, planning forecasts indicate both energy and capacity needs emerging in 2029 and beyond. Over the next few years, the IESO expects to run multiple RFP submission windows, each under a distinct request for proposals, under the umbrella of the LT2 RFP, to procure resources to meet system needs.



## LT2 RFP Energy Targets



LT2 Procurement Window	Energy Target*
Window 1 – May 1 <sup>st</sup> , 2030 COD**	3 TWh
Window 2 – May 1 <sup>st</sup> , 2031 COD**	1-3 TWh
Window 3 – May 1 <sup>st</sup> , 2032 COD**	2-4 TWh
Window 4 – May 1 <sup>st</sup> , 2033 COD**	2-4 TWh

\* IESO may always exceed targets at its discretion and the LT2 RFP may include provisions to do so based on a set price threshold

\*\* Early Operation Incentives may be used to encourage earlier CODs

*Number of windows, targets and dates are subject to change; final targets for Window 1 will be published in the LT2(e-1) RFP*

## Wind Farm Opportunity

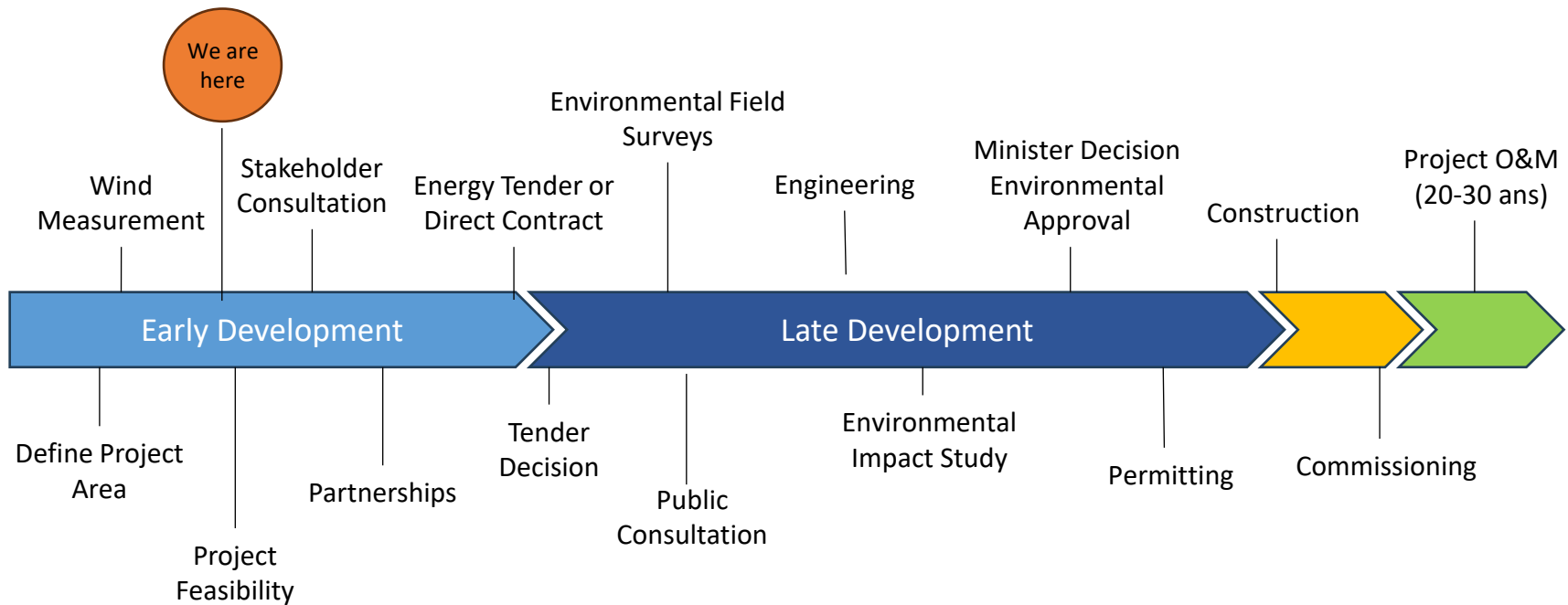
- The Project is located in the township of Melancthon
- The Project capacity is of between 50MW-100MW
- 9-17 turbines depending on final project size and turbine model.
- Project lifetime of 20-30 years.
- The Project would use existing roads and cleared areas as much as possible to minimize any impact.
- Final turbine locations will be chosen following of local, provincial and federal regulation and in consultation with municipality.

# Study Area



Final Project area will only be a small fraction of the initial study area

# Project Development Stages



- 
- Property tax for renewable installations.
  - Employment opportunities following equality, diversity and inclusion principles;
    - Priority to local contractors;
    - Contracting opportunities during the operational phase (20-30 years);
    - Contracting opportunities during construction (2 years);
  - Training initiatives
  - **Partnership opportunity** – should the municipality be interested in being an equity investor in the Project.

## Next Steps

