
The Corporation of Norfolk County
Regular Council Meeting

May 22, 2024

1:00 p.m.

Council Chambers

Norfolk County Administration Building

50 Colborne St. S., Simcoe ON

Live Stream: www.norfolkcounty.ca/watch-norfolk-county-meetings

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If you require an accessible format or communication support contact the Clerk's Department by email at clerks@norfolkcounty.ca or 226-667-3655 ext 6269 to discuss how we can meet your needs.

Please note: all deputations must pre-register at <https://www.norfolkcounty.ca/government/speak-at-a-council-meeting/>

Pages

1. Ceremonial Activities
 - 1.1 Presentation to Special Athletes
2. Approval of Agenda/Changes to the Agenda

Recommendation:
That the agenda be approved as presented.
3. Disclosure of Pecuniary Interest

4. Early Closed Session

Recommendation:

That Council enter closed session at X:XX p.m., pursuant to the Municipal Act, 2001, as amended, section 239(2)(e) and (f) to discuss matters pertaining to:

- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and
- advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

4.1 Legal Advice - Litigation Matter

Pursuant to section 239 (2)(e) and (f) of the Municipal Act, 2001, as amended, as the subject matter pertains to (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

5. Consent Items

6. Deputations

7. Presentations

8. Communications

Recommendation:

That the following Communication item be received as information:

8.1 Letter of Resignation - Victoria Asnong - Delhi BIA 8

9. Approval of Minutes

Recommendation:

That the following Council minutes be approved as presented:

9.1 Council Workshop Minutes - April 23, 2024 9

9.2 Special Council Minutes - April 16, 2024 11

9.3 Council Minutes - April 16, 2024 20

9.4 Special Council Minutes - May 7, 2024 35

10. Reports of Committees of the Whole

Recommendation:

That the following Reports of Committees of the Whole be approved as presented:

10.1 Public Hearing Committee Minutes - May 7, 2024 38

| | | |
|-------|---|-----|
| 10.2 | Council-in-Committee Meeting Minutes - May 14, 2024 | 42 |
| 11. | Reports of Advisory Committees and Local Boards | |
| | Recommendation: | |
| | That the following Reports of Advisory Committees and local boards be received for information: | |
| 11.1 | Norfolk Agricultural Advisory Committee Meeting Minutes - March 13 2024 | 56 |
| 11.2 | Norfolk Heritage Committee Meeting Minutes - March 25, 2024 | 58 |
| 11.3 | Health and Social Services Advisory Committee Meeting Minutes - March 25, 2024 | 62 |
| 11.4 | Sustainability Advisory Committee Meeting Minutes - March 27, 2024 | 66 |
| 11.5 | Norfolk County Public Library Board Meeting Minutes - March 27, 2024 | 70 |
| 11.6 | Long Point Region Conservation Authority Board of Directors Meeting Minutes - April 3, 2024 | 77 |
| 11.7 | Delhi BIA Meeting Minutes - April 4, 2024 | 86 |
| 11.8 | Long Point Region Source Protection Authority Meeting Minutes - April 5, 2024 | |
| 11.9 | Economic Development Advisory Committee Meeting Minutes - April 17, 2024 | 90 |
| 11.10 | Downtown Simcoe BIA Board Meeting Minutes - January 17, 2024 | 94 |
| 11.11 | Downtown Simcoe BIA Board Meeting Minutes - February 14, 2024 | 101 |
| 11.12 | Downtown Simcoe BIA Board Meeting Minutes - March 20, 2024 | 106 |
| 11.13 | Downtown Simcoe BIA Board Meeting Minutes - April 10, 2024 | 111 |
| 12. | Staff Reports/Discussion Items | |
| 12.1 | Health & Social Services | |
| 12.2 | Community Development Division | |

- 12.2.1 Development Application 28TPL2023316 – Gardens of Delhi Subdivision (Formerly Ryder Subdivision), CD-24-001 116
- Recommendation:**
That application 28TPL2023316, affecting the lands described as Part Lots 1 and 4, Block 26 and 42, Plan 189, Urban Area of Delhi, Norfolk County BE APPROVED with conditions and proposed draft-plan as attached as Appendix D and E respectively to Report CD-24-001.
- AND FURTHER THAT all public input received for this application was considered as part of this decision.
- 12.2.2 Development application ZNPL2024067 to amend the Zoning By-Law from Rural Industrial (MR) to Agricultural (A) to fulfill a condition of approval for boundary adjustment application BNP2022150., CD-24-056 169
- Recommendation:**
That application ZNPL2024067, affecting the lands described as Concession 2 Part Lot 2, 151 Highway 6, Norfolk County, to amend the Norfolk County Zoning By-Law 1-Z-2014 from Rural Industrial (MR) to Agricultural (A), be approved.
- Further that all public input received for this application were considered as part of the decision, as outlined in staff report CD-24-038.
- 12.2.3 Development Application ZNPL2024072, CD-24-069 205
- Recommendation:**
That application ZNPL2024072, affecting the lands described as 77-79 Oakwood Avenue, Simcoe, Norfolk County, to amend the Norfolk County Zoning By-Law 1-Z-2014 from R2 to R2 with Special Provision 14.1055, BE APPROVED as shown in Attachment C to Report CD-24-069;
- AND FURTHER THAT public input was received for this application and relevant planning matters raised were considered as part of the decision, as outlined in staff report CD-24-069 and summarized in Attachment D to report CD-24-069.

| | | |
|--------|---|-----|
| 12.3 | Environmental and Infrastructure Services Division | |
| 12.3.1 | Dertinger Drain – Consideration of Contract Price, EIS-24-036 | 222 |
| | Recommendation: | |
| | THAT Report EIS-24-036, Dertinger Drain – Consideration of Contract Price, be received as information; | |
| | AND THAT staff be authorized to execute a contract with Robinson Farm Drainage Limited for Tender EIS-ENG-24-03 Dertinger Drain Construction in the amount of \$669,290 (excluding HST); | |
| | AND THAT the Approved Capital Budget of Project 5931340 D5212 Dertinger Drain Improvement be amended from \$817,000 to \$966,000, to accommodate the required increase of \$149,000, with funding as identified in Table 1; | |
| 12.4 | Operations Division | |
| 12.5 | Corporate Services Division | |
| 12.6 | Office of the Chief Administrative Officer | |
| 13. | By-Laws | |
| 13.1 | By-Law 2024-45 - Appoint an Acting County Clerk | 228 |
| 13.2 | Zoning By-Law Amendment, 196 Old Highway 24 | 229 |
| 13.3 | Zoning By-Law Amendment, 151 Highway 6 | 233 |
| 13.4 | Zoning By-Law Amendment, 77-70 Oakwood Avenue, Simcoe | 236 |
| 14. | Motions | |
| 14.1 | Mayor Martin's Motion | 240 |
| | That staff be directed to investigate options for council's consideration on motorcycle parking configurations for Main Street in Port Dover on Friday the 13th. | |
| | And further that consultation with Fire, EMS, OPP and other Emergency management occur. | |

Recommendation:

That staff be directed to investigate options for council’s consideration on motorcycle parking configurations for Main Street in Port Dover on Friday the 13th.

And further that consultation with Fire, EMS, OPP and other Emergency management occur.

15. Notices of Motion

16. Other Business

17. General Announcements

18. Closed Session

19. Public Input - Official Plan Review - 5:00 p.m.

Consideration of deputations and written comments received following the April 16, 2024 Special Council Meeting respecting proposed revisions to the Official Plan Amendment.

19.1 Deputations

Recommendation:

That the following Deputations be received as information:

| | | |
|---------|---|-----|
| 19.1.1 | Luanne Ashe - Waterford Developments | 241 |
| 19.1.2 | Amie Duckers - Waterford Expansion | 242 |
| 19.1.3 | Thea Meade - Waterford Expansion | 243 |
| 19.1.4 | David Frankis - Norfolk Street, S., Simcoe | 244 |
| 19.1.5 | Tareq El-Ahmed - Ireland Road, Simcoe | 246 |
| 19.1.6 | Christine Harrop - Urban Boundary Expansion | 247 |
| 19.1.7 | Cheryl Harrington - Grow Norfolk | 248 |
| 19.1.8 | Thomas Peacock - Grow Norfolk | 249 |
| 19.1.9 | Mary Haggith re: Grow Norfolk | 250 |
| 19.1.10 | Toby Barrett - Urban Boundary Expansion | 251 |
| 19.1.11 | Christopher Guyatt - Grow Norfolk | 252 |

19.2 Written Comments Received

Recommendation:

That the following Written Comments be received as information:

| | | |
|--------|--|-----|
| 19.2.1 | Angie Cusworth - Waterford Developments | 253 |
| 19.2.2 | Debbie Falkiner - Waterford Developments | 255 |

| | | |
|---------|---|-----|
| 19.2.3 | Georgina McLaren - Waterford Development | 257 |
| 19.2.4 | Elder Plans Inc. - Waterford Urban Area Boundary | 258 |
| 19.2.5 | Darryl Swarts - Waterford Developments | 260 |
| 19.2.6 | Hillary Anderson - Waterford Developments | 261 |
| 19.2.7 | Jason Figueroa - Waterford Urban Boundary | 262 |
| 19.2.8 | Mike Kohler - Waterford Urban Boundary | 263 |
| 19.2.9 | Robyn Petrella - Waterford Developments | 264 |
| 19.2.10 | Herbert Chiu - Waterford Developments | 268 |
| 19.2.11 | Peter De Castro - Waterford Developments | 269 |
| 19.2.12 | Elder Plans Inc. - Delhi Urban Boundary | 270 |
| 19.2.13 | Laura Wakeling - Agricultural Lands | 274 |
| 19.2.14 | Gary Brasenell - Urban Boundary Expansion | 275 |
| 19.2.15 | Denton Choo - Growth Study | 276 |
| 20. | Official Plan Amendment | |
| 20.1 | Municipal Comprehensive Review Phase 1 Official Plan Amendment, CD-24-071 | 277 |
| | Recommendation: That Report Number CD-24-071, Municipal Comprehensive Review Phase 1 Council Directed Official Plan Amendment be received; and Further that all public input received for this Official Plan Amendment was considered as part of the decision. | |
| 20.2 | Norfolk County Official Plan By-Law Amendment | 355 |
| 21. | Confirming By-Law | |
| | Recommendation: That By-Law 2024-49 being a By-law to confirm the proceedings of the Council of Norfolk County at this Regular Council Meeting held on the 22nd day of May 2024 be approved. | |
| 21.1 | By-Law 2024-49 - Confirm Proceedings of Regular Council, May 22, 2024 | 388 |
| 22. | Adjournment | |
| | Recommendation: That Council be adjourned at X:XX pm. | |

Victoria Asnong
% Little Local Shop
110 King Street
Delhi, ON N4B1X6

May 7, 2024

Delhi Business Improvement Area
Norfolk County
% Michelle Noorenberghe, Vice Chair-Delhi BIA

To Delhi BIA Board of Directors:

Effectively immediately I am resigning as Chair and Director of the Delhi BIA. As of today's date, I will have no further involvement in the management of the affairs of the BIA.

I have removed my social media access to the Facebook page and the Instagram login and password are listed in a separate document enclosed. All property of the BIA will be returned to Joyce Verbrugge, Treasurer, at Delhi Flowers at her convenience and I will follow up with her to have myself removed as a signing officer at the bank.

I expect instructions from you within two weeks to provide a new credit card to pay for the Quickbooks accounting software and at that time I will provide the userid and password to that software.

Yours truly,



Victoria Asnong

Encl.

Cc County Clerk, Norfolk County

THE CORPORATION OF NORFOLK COUNTY

Workshop Minutes

April 23, 2024

9:00 a.m.

Council Chambers

Norfolk County Administration Building

50 Colborne St. S., Simcoe ON

Members Present: A. Martin, Mayor, D. Brunton, M. Columbus, A. Duthie,
T. Masschaele, L. Vandendriessche, C. Van Paassen, A. Veri

Members Absent: K. Huffman

Staff Present: A. Grice, General Manager of Environmental and Infrastructure
Services Division, A. Meneses, Chief Administrative Officer,
S. Page, General Manager Health and Social Services,
S. Potter, Manager, Corporate Initiatives, T. Rodrigues, Deputy
Clerk, M. Simoes, Director, Facilities, G. Scharback, County
Clerk, B. Sloan, General Manager of Community Development
Division, H. VanDyk, General Manager, Corporate Services,
K. VandenBulck, Committee Coordinator,

1. **Roll Call**

Mayor Martin called the workshop to order at 9:00 a.m.

2. **Purpose**

Information Updates and Training of Members of Council.

3. **Workshop Session**

Stephanie Potter, Manager, Corporate Initiatives, provided an introduction.

Councillor Veri joined the workshop at 9:34 a.m.

3.1 Municipal VU Consulting - Review of Municipal Facilities

Jim Harnum, President, Municipal VU and Glenn Pothier, Facilitation Lead, Municipal Vu, presented with the aid of a slide and responded to questions.

Council took recess at 10:21 a.m. and reconvened at 10:39 a.m.

Stephanie Potter, Manager, Corporate Initiatives, responded to questions.

Michael Simoes, Director, Facilities, responded to questions.

4. Adjournment

The Mayor called the workshop to close at 11:47 a.m.

Chair: Mayor A. Martin

Clerk: G. Scharback

Special Council Minutes
The Corporation of Norfolk County

April 16, 2024
8:30 a.m.
Council Chambers
Norfolk County Administration Building
50 Colborne St. S., Simcoe ON

Members Present: A. Martin, Mayor, D. Brunton, M. Columbus, A. Duthie, K. Huffman, T. Masschaele, L. Vandendriessche, C. Van Paassen, A. Veri

Staff Present: B. Cridland, General Manager of Operations, A. Grice, General Manager of Environmental and Infrastructure Services Division, N. Goodbrand, Project Lead, Long Range Planning & Special Projects A. Meneses, Chief Administrative Officer, S. Page, General Manager Health and Social Services, J. Regan, Strategic Innovation and Economic Development Director G. Scharback, County Clerk, B. Sloan, General Manager of Community Development Division, A. Fanning, Treasurer/Director, Financial Management and Planning, K. VandenBulck, Committee Coordinator,

1. **Call to Order**
Mayor Martin called the Special Council meeting to order at 8:30 a.m.

2. **Approval of Agenda/Changes to the Agenda**

Resolution No. SC-018

Moved By: Councillor Brunton

Seconded By: Councillor Vandendriessche

That the agenda be approved as presented.

Carried.

3. Disclosure of Pecuniary Interest

There were no declarations of pecuniary interest.

4. Presentation

4.1 Municipal Comprehensive Review Phase 1 - Official Plan Amendment Process

Brandon Sloan, General Manager, Community Development and Nicole Goodbrand, Project Lead, Long Range Planning & Special Projects, presented with the aid of a slide deck and responded to questions.

Mayor Martin passed the chair to Councillor Columbus at 8:56 a.m.

5. Deputations

5.1 David Holmes - Industrial Park Proposal, Courtland

David Holmes, presented deputation with the aid of a slide deck and responded to questions.

5.2 Eldon Darbyson - Residential Lands, Courtland

Eldon Darbyson, Director of Planning, G. Douglas Vallee Limited, presented deputation with the aid of a slide deck and responded to questions.

5.3 Ruchika Angrish - Protected Industrial to Urban Residential and Industrial Designation – Delhi

Benjamin Jealous, Owner of Blue Grass Estates Subdivision, provided deputation.

Ruchika Angrish, MCIP, RPP, The Angrish Group, provided deputation.

5.4 Dave Roe - Lands at Talbot and Hawtrey Rd., Delhi

Dave Roe, agent for property owner Robert Kowtaluk, provided deputation.

5.5 Dave Roe - Delhi Urban Area Boundary Changes

Dave Roe, agent for property owner Robert Kowtaluk, provided deputation.

5.6 Cheryl Shindruk - Delhi Golf Course

Cheryl Shindruk, Executive Vice-President, Geranium, provided deputation.

5.7 Jacob Damstra - Delhi Golf Course

Jacob Damstra was not in attendance.

- 5.8 Steven Ferri - Delhi Golf Course**
Steven Ferri, Partner, Loopstra Nixon LLP, provided deputation.
- 5.9 Mark Spence - Delhi Golf Course Lands**
Mark Spence, President Delhi & District Chamber of Commerce, provided deputation.
- 5.10 Carmen Jandu - Norfolk County Health and Education Precinct Proposal – Simcoe**
Carmen Jandu, Associate Senior Planner, Arcadis, provided a deputation.

Mayor Martin resumed the Chair at 9:40 a.m.

- 5.11 John Vallee - Concession 7, Waterford**
John Vallee, President and P. Eng, G. Douglas Vallee Limited, provided deputation with the aid of a slide deck.
- 5.12 John Vallee - Silvestri/Ghesquire Development – Simcoe**
John Vallee, President and P. Eng, G. Douglas Vallee Limited, provided deputation with the aid of a slide deck.
- 5.13 Tom O'Hara - Growth Study Results – Waterford**
Tom O'Hara, provided deputation with the aid of a slide deck.
- 5.14 Carmen Jandu re: Grow Norfolk – Waterford**
Carmen Jandu, Associate Senior Planner, Arcadis, provided deputation with the aid of a slide.
- 5.15 Cephias Panschow re: Municipal Comprehensive Review Phase 1 Official Plan Amendment - Norfolk North**
Cephias Panschow, Development Commissioner, Town of Tillsonburg, provided deputation.
- 5.16 Gordon Hough - Protected Industrial Lands, Norfolk North**
Gordon Hough was not in attendance.
- 5.17 Roger Van Muelen - Delhi Golf Course**
Roger Van Muelen, resident, provided deputation.
- 5.18 Jamie Baumgaertner - West Street, Simcoe**
Jamie Baumgaertner, resident, provided deputation.
- 5.19 Tony Lados - Delhi Golf Course**
Tony Lados, resident, provided deputation.

5.20 Sam Bunting - Simcoe Growth Plan

Sam Bunting, resident, provided deputation.

Council recessed at 10:35 a.m. Council reconvened at 10:48 a.m.

6. Written Comments Received

- 6.1 El-Ahmed Family - Proposal for Inclusion of Land in Urban Boundaries – 429 Ireland Road (Lot 4 Concession 6 Woodhouse)
- 6.2 Decarolis Farms Ltd. - Property on Evergreen Hill and Hilcrest Rd.
- 6.3 Norfolk County Condominium # 14 - Delhi Urban Boundary
- 6.4 Robert Knipf - Delhi Urban Boundary
- 6.5 Alan and Sharon Jaques - Delhi Urban Boundary
- 6.6 Arcadis Professional Services - Delhi Urban Boundary Expansions
- 6.7 John Klassen - Property in Tillsonburg
- 6.8 Robert Kowtaluk - Delhi Urban Boundary

7. Staff Reports/Discussion Items

7.1 Community Development Division

7.1.1 Municipal Comprehensive Review Phase 1 Official Plan Amendment, CD-24-053

7.1.2 Municipal Comprehensive Review - Expansion Lands by Urban Area

Nicole Goodbrand, Project Lead, Long Range Planning & Special Projects, and Brandon Sloan, General Manager, Community Development, presented with the aid of a slide deck and responded to questions.

Andrew Grice, General Manager, Environmental Services and Infrastructure, responded to questions.

John Regan, Director, Strategic Innovation and Economic Development responded to questions.

Resolution No. SC-019

Moved By: Councillor Vandendriessche

Seconded By: Councillor Duthie

That Council hereby amends the Schedule 1 – Courtland map as follows:

- Add in lands identified as ID 25, ID 26, ID 27 and ID 17, as set out on Schedule 8; and

Directs that it be brought back to a future council meeting for inclusion in and consideration of the final Official Plan amendment.

Resolution No. SC-020

Moved By: Councillor Van Paassen

Seconded By: Councillor Veri

That the main motion respecting Schedule 1 - Courtland be amended by adding lands identified as:

South of the Rail Line, from Highway 59 to Plowmans Line, to the creek hazard lands to the south.

Resolution No. SC-021

Moved By: Councillor Huffman

Seconded By: Councillor Brunton

That the motion to amend the main motion respecting Schedule 1 - Courtland be deferred to the next council meeting.

Carried.

Council directed staff to bring back a report regarding the lands identified in the amending motion respecting Schedule 1 - Courtland.

Mayor Martin called a vote on the main motion and confirmed that it was,

Carried.

Resolution No. SC-022

Moved By: Councillor Veri

Seconded By: Councillor Columbus

That Council hereby endorses the Schedule 5 – Port Dover_map as presented and directs that it be brought back to a future council meeting for inclusion in and consideration of the final Official Plan amendment.

Carried.

Resolution No. SC-023

Moved By: Councillor Van Paassen

Seconded By: Councillor Huffman

That Council hereby endorses Schedule 13, depicting the current Port Rowan urban boundaries, as presented, and directs that it be brought back to a future council meeting for inclusion in and consideration of the final Official Plan amendment.

Carried.

Council recessed at 1:04 p.m. Council reconvened at 1:37 p.m.

Council separated the questions in the proposed motion regarding Schedule 2B - Delhi.

Resolution No. SC-024

Moved By: Councillor Van Paassen

Seconded By: Councillor Veri

That Council hereby amends the Schedule 2 – Delhi A – Option 2 B map as follows:

- Add in lands identified as the entire golf course property, being all of ID #3 and #4.

Carried.

That Council hereby further amends the Schedule 2 – Delhi A – Option 2 B_map as follows:

- Add in lands identified as ID #28,
 - the lower portion of parcels ID #30, #22 and #32 with a new boundary line straight across to Norwich Road
 - The lower part of ID #46, all of ID # 12
 - Change 6 acres identified to be removed on schedule 9 at the end of Argyle Avenue, from protected industrial to residential and retain in the urban boundary.
- Remove lands identified as ID #18; and

Directs that it be brought back to a future council meeting for inclusion in and consideration of the final Official Plan amendment.

Carried.

Councillor Masschaele left the meeting at 2:20 p.m. and rejoined at 2:30 p.m.

Resolution No. SC-025

Moved By: Councillor Duthie

Seconded By: Councillor Huffman

That Council hereby amends the Schedule 3 – Simcoe_map as follows:

- Add in lands identified as ID #1, #2, #10, #11, #21, #37 and #54 with special provision respecting #37 and #54, as set out in the staff report; and

Directs that it be brought back to a future council meeting for inclusion in and consideration of the final Official Plan amendment.

Carried.

Resolution No. SC-026

Moved By: Councillor Van Paassen

Seconded By: Councillor Duthie

That Council hereby amends the Schedule 4 A – Waterford -Option 1_map as follows:

- Add in lands identified as ID #7, #8,
- Remove lands identified as the eastern portion of ID #6; and

Directs that it be brought back to a future council meeting for inclusion in and consideration of the final Official Plan amendment.

Carried.

Resolution No. SC-027

Moved By: Councillor Huffman

Seconded By: Councillor Vandendriessche

That Council hereby directs that the Official Plan Amendment be brought back to the May Council meeting; and

That further deputations and written correspondence shall be considered beginning at 5:00 p.m.

Carried.

8. Confirming By-Law

8.1 By-Law 2024-40 - Confirm Proceedings of Special Council, April 16, 2024

Resolution No. SC-028

Moved By: Councillor Van Paassen

Seconded By: Councillor Vandendriessche

That By-Law 2024-40 being a By-law to confirm the proceedings of the Council of Norfolk County at this Special Council Meeting held on the 16th day of April 2024 be approved.

Carried.

9. Adjournment

Resolution No. SC-029

Moved By: Councillor Van Paassen

Seconded By: Councillor Masschaele

That Council be adjourned at 2:47 pm.

Carried.

Mayor: A. Martin

Clerk: G. Scharback

Council Minutes

The Corporation of Norfolk County

April 16, 2024

1:00 p.m.

Council Chambers

Norfolk County Administration Building
50 Colborne St. S., Simcoe ON

Members Present: A. Martin, Mayor, D. Brunton, M. Columbus, A. Duthie, K. Huffman, T. Masschaele, L. Vandendriessche, C. Van Paassen, A. Veri

Staff Present: M. Bowen, CEO of Haldimand Norfolk Housing Corporation
B. Cridland, General Manager of Operations, A. Grice, General Manager of Environmental and Infrastructure Services Division, K. Lambrecht, Realty Services Specialist, A. Meneses, Chief Administrative Officer, B. Nolan, Administrator, Norview Lodge, S. Page, General Manager, Health and Social Services, G. Scharback, County Clerk, B. Sloan, General Manager of Community Development Division, A. Fanning, Treasurer/Director, Financial Management and Planning, K. VandenBulck, Committee Coordinator, A. Vesprini, Supervisor, Financial Planning and Reporting, H. Yager, Planner

Mayor Martin called the meeting to order at 3:04 p.m.

1. **Ceremonial Activities**
2. **Approval of Agenda/Changes to the Agenda**

Resolution No. C-67

Moved By: Councillor Vandendriessche

Seconded By: Councillor Masschaele

That the agenda be approved as presented.

Carried.

3. Disclosure of Pecuniary Interest

Councillor Columbus declared a conflict of interest with agenda item 13.1.1 - Norview Lodge, Budget Overview Report HSS-24-008, due to a family member being a resident of Norview Lodge Long Term Care Home.

4. Consideration of Engineer's Report - Ellwanger Drains No. 1 & 7 2024

4.1 Engineer's Report - Ellwanger Drains No. 1 & 7 2024

M.P. Devos, P.Eng., Spriet Associates London Limited reviewed the Engineer's report for the Ellwanger Drains No. 1 & 7 2024.

There were no questions from council or members of the public.

Resolution No. C- 68

Moved By: Councillor Van Paassen

Seconded By: Councillor Columbus

That the Engineer's report for the Ellwanger Drains No. 1 and 7 2024 be received as information.

Carried.

5. Early Closed Session

There was no early closed session.

6. Consent Items

6.1 New Multi-Residential Subclass Discount - CS-24-065

Resolution No. C- 69

Moved By: Councillor Huffman

Seconded By: Councillor Vandendriessche

That the Information Memo regarding the New Multi-Residential Subclass Discount be received as information.

Carried.

7. Deputations

7.1 Gordon Malo re: Rec Centre Ice

Gordon Malo provided deputation and responded to questions.

Resolution No. C-70

Moved By: Councillor Columbus

Seconded By: Councillor Duthie

That the Deputation be received as information.

Carried.

Resolution No. C-71

Moved By: Councillor Huffman

Seconded By: Councillor Duthie

That staff be directed to arrange a stakeholder 2023-2024 season debrief meeting regarding possible improvements to ice booking procedures.

Carried.

8. Presentations

There were no presentations.

9. Communications

Resolution No. C-72

Moved By: Councillor Columbus

Seconded By: Councillor Vandendriessche

That the following Communication item be received as information:

- Norfolk County Heritage & Culture Year End Report 2023
- Letter from the Honourable Lisa Thompson, Minister of Agriculture, Food and Rural Affairs
- Letter from Environment and Climate Change Canada - Canadian Wildlife Service

Carried.

10. Approval of Minutes

Resolution No. C-73

Moved By: Councillor Masschaele

Seconded By: Councillor Duthie

That the following Council minutes be approved as presented:

- Council Meeting Minutes - March 26, 2024
- Special Council Meeting Minutes - April 3, 2024

Carried.

11. Reports of Committees of the Whole

Resolution No. C-74

Moved By: Councillor Huffman

Seconded By: Councillor Brunton

That the following Reports of Committees of the Whole be approved as presented:

- Public Hearing Committee Meeting Minutes - April 3, 2024
- Council-in-Committee Meeting Minutes - April 9, 2024

Carried.

12. Reports of Advisory Committees and Local Boards

Resolution No. C-75

Moved By: Councillor Brunton

Seconded By: Councillor Vandendriessche

That the following Reports of Advisory Committees and local boards be received for information:

- Health and Social Services Advisory Committee Meeting Minutes - January 22, 2024
- Sustainability Advisory Committee Meeting Minutes - January 30, 2024
- Police Services Board Meeting Minutes - January 31, 2024
- Health and Social Services Advisory Committee Meeting Minutes - February 26, 2024

- Norfolk County Public Library Board Meeting Minutes - February 28, 2024
- Long Point Region Conservation Authority Board of Directors Annual General Meeting - March 1, 2024
- Delhi BIA Meeting Minutes - March 7, 2024
- Recreation and Parks Advisory Committee Meeting Minutes - March 21, 2024
- Draft Mayor's Affordability Roundtable Committee Minutes - March 25, 2024

Carried.

12.2 Sustainability Advisory Committee Meeting Minutes - January 30, 2024

Resolution No. C- 76

Moved By: Councillor Van Paassen

Seconded By: Councillor Vandendriessche

That the Norfolk County Sustainability Advisory Committee endorse a letter of support for the Long Point Littoral Cell Working Group; and

That the Norfolk County Sustainability Advisory Committee recommend that Norfolk County Council use the Climate Change Adaptation Measure Program of up to \$25,000 over four years; and

Further that the Norfolk County Sustainability Advisory Committee recommend an in-kind support of County staff time, including up to 120 hours for committee members, up to 32 hours for an alternate member, and between 40-80 hours for a technical member over the course of four years.

Carried.

12.9 Draft Mayor's Affordability Roundtable Committee Minutes - March 25, 2024

Resolution No. C- 77

Moved By: Councillor Huffman

Seconded By: Councillor Duthie

That the Mayor's Affordability Roundtable Committee hereby recommends that Norfolk Council direct staff to investigate options for the installation of outdoor recreation activities that would provide free or low cost services to the community.

Carried.

Resolution No. C- 78

Moved By: Councillor Huffman

Seconded By: Councillor Van Paassen

That the Mayor's Affordability Roundtable Committee hereby recommends that Norfolk Council direct staff to give consideration to hosting other permit nights and information sessions, to include but not limited to, gazebos, accessory dwelling units and any other items that require a permit county wide.

Carried.

Resolution No. C- 79

Moved By: Councillor Huffman

Seconded By: Councillor Masschaele

That the Mayor's Affordability Roundtable Committee hereby recommends that Norfolk Council direct staff to investigate permit fees being waived for properties that want to have an Accessory Dwelling Unit within 5km radius of Fanshawe College and a program to track this initiative.

Defeated.

Resolution No. C- 80

Moved By: Councillor Huffman

Seconded By: Councillor Columbus

That the Mayor's Affordability Roundtable Committee hereby recommends that Norfolk Council direct staff to investigate the first-time home buyer grant.

Defeated.

Resolution No. C- 81

Moved By: Councillor Huffman

Seconded By: Councillor Vandendriessche

That the Mayor's Affordability Roundtable Committee hereby recommends that Norfolk Council direct staff to provide a report of Health unit programs (ie. Dental for seniors) and availability and host an event to let them know which programs are offered.

Carried.

Resolution No. C- 82

Moved By: Councillor Huffman

Seconded By: Councillor Vandendriessche

That the Mayor's Affordability Roundtable Committee hereby recommends that Norfolk Council direct staff to create more "Open Doors Norfolk" and other free events/tours of our facilities (ie. Water treatment plants, recycling plant, roads yard).

Carried.

Resolution No. C- 83

Moved By: Councillor Huffman

Seconded By: Councillor Duthie

That the Mayor's Affordability Roundtable Committee hereby recommends that Norfolk Council direct Recreation Staff to look into the feasibility of re-establishing the Simcoe skate park.

Defeated.

Council recessed at 4:40 p.m.

Council reconvened at 4:53 p.m.

13. Staff Reports/Discussion Items

13.1 Health & Social Services

Councillor Columbus had previously declared a conflict respecting this item. He left the room for this item and did not partake in any discussion or vote on this matter.

13.1.1 Norview Lodge – Budget Overview Report, HSS-24-008

Bill Nolan, Administrator, Norview Lodge, presented the report and responded to questions.

Amy Vesprini, Supervisor, Financial Planning and Reporting, responded to questions.

Resolution No. C- 84

Moved By: Councillor Duthie

Seconded By: Councillor Masschaele

That Norview Lodge – Budget Overview Report HSS-24-008 be received as information and in response to Council's request of information made on January 10, 2024.

Carried.

13.2 Community Development Division

13.2.1 Application ZNPL2024044 - 196 Old Highway 24, Bloomsburg, CD-24-024

Hannelore Yager, Planner, presented the report.

Resolution No. C- 85

Moved By: Councillor Huffman

Seconded By: Councillor Vandendriessche

That application ZNPL2024044, affecting the lands described as Con 12 Part Lot 3, Townsend, Norfolk County, to amend the Norfolk County Zoning By-Law 1-Z-2014 from Agricultural to Hamlet Residential with a special provision on Parts 1 and 2, from Agricultural to Hamlet Residential on Part 3, and from Agricultural to Agricultural with a special provision on Part 4 be approved, as shown in Attachment C to Report CD-24-024; and

Further that any public input received for this application was considered as part of the decision, as outlined in staff report CD-24-023.

Carried.

13.3 Environmental and Infrastructure Services Division

13.4 Operations Division

13.4.1 Long Point Beach Access 2024 - OPS-24-015

Bill Cridland, General Manager, Operations presented the report and responded to questions.

Resolution No. C- 86

Moved By: Councillor Duthie

Seconded By: Councillor Masschaele

That the Information Memo regarding the Long Point Beach Access 2024 be received as information.

Carried.

13.5 Corporate Services Division

13.5.1 Request for Closure and Conveyance of Portion of St. John's Road, Port Dover (County Land Review Project), CS-24-050

Karen Lambrecht, Realty Services Specialist, presented the report.

Resolution No. C- 87

Moved By: Councillor Columbus

Seconded By: Councillor Van Paassen

That Report CS-24-050, Request for Closure and Conveyance of Portion of St. John's Road, Port Dover (County Land Review Project) be received as information; and

That a portion of the Road Allowance Between Concessions 2 and 3, Woodhouse, Norfolk County, as set out in this report, be declared surplus to municipal needs and approved for closure and conveyance to the adjoining property owners, Timothy Robert Cromwell and Rachel Michelle Cromwell, at a valuation of \$13,000 per acre; and

That the adjoining property owners be responsible for all costs associated with the process for closure and conveyance of the portion of the above road allowance including but not limited to, all relevant reference plan/surveying costs, title searching costs, advertising costs and all document registration costs; and

Further that the net proceeds from the sale of the subject property be recorded as revenue in the current year's operating budget, with the net sale proceeds to be transferred to the Land Reserve.

Carried.

13.5.2 Housing Regeneration Strategy Financing, CS-24-064

Amy Vesprini, Supervisor, Financial Planning and Reporting presented the report and responded to questions.

Amy Fanning, Treasurer /Director, Financial Management and Planning, responded to questions.

Matt Bowen, CEO of Haldimand Norfolk Housing Corporation, responded to questions.

Resolution No. C- 88

Moved By: Councillor Huffman

Seconded By: Councillor Columbus

That staff report CS-24-064 Housing Regeneration Strategy Financing be received as information; and

That Council approves Option A of the proposed financing options contained within this report to fund Phase One of the HNHC updated Regeneration Strategy, as explained in discussion below; and

Further that the property tax rebate funds are transferred to a reserve by HNHC for future repair and renewal needs, and there is no further commitment from Norfolk County in the future for repair and renewal for the development over its lifetime.

Carried.

13.6 Office of the Chief Administrative Officer

13.6.1 Community Safety and Policing Act – Police Services Board, CAO-24-039

Genevieve Scharback, County Clerk, presented the report and responded to questions.

Resolution No. C- 89

Moved By: Councillor Huffman

Seconded By: Councillor Vandendriessche

That report Community Safety and Policing Act – Police Services Board be received; and

That Councillor Veri be appointed to the Norfolk County Police Services Board.

Carried.

14. By-Laws

14.1 By-Law 2024-32 - Ellwanger Drains No. 1 and 7 2024

Resolution No. C- 90

Moved By: Councillor Van Paassen

Seconded By: Councillor Brunton

That the By-law 2024-32 being a By-law to provide Drainage works in the Corporation of Norfolk County for the Ellwanger Drains No. 1 and 7 2024 receive a first and second reading.

Carried.

Resolution No. C- 91

Moved By: Councillor Columbus

Seconded By: Councillor Huffman

That By-Laws 2024-29 to 2024-31 consecutively, and 2024-34 to 2024-39 consecutively, and 2024-41 be approved and signed by the Mayor and Clerk and affixed with the Corporate seal.

- By-law 2024-29 - Amend Former City of Nanticoke By-Law No. 7-78, as amended
- By-law 2024-30 - Amend Former Regional Municipality of Haldimand Norfolk By-Law 95-87
- By-Law 2024-31 - Public Tree Maintenance
- By-Law 2024-34 - Zoning Amendment - 196 Old Highway 24, Bloomsburg; as amended

- By-Law 2024-35 - Authorize an Agreement with His Majesty the King in Right of Ontario as represented by the Solicitor General for the provision of additional OPP Services
- By-Law 2024-36 - Appoint members to the Norfolk County Police Services Board
- By-Law 2024-37 - Authorize the Governance Policy - Video Surveillance
- By-Law 2024-38 - Appoint Integrity Commissioner
- By-Law 2024-39 - Establish Tax Policies and Tax Rates for the 2024 Taxation Year
- By-Law 2024-41 - Authorize and Amendment to the Norfolk County Community Grant Policy

Carried.

15. Motions

15.1 Councillor Duthie re: Rec Center Ice

Councillor Duthie presented the motion.

Bill Cridland, General Manager, Operations, responded to questions.

Al Meneses, Chief Administrative Officer, responded to questions.

Brandon Sloan, General Manager, Community Development, responded to questions.

Resolution No. C- 92

Moved By: Councillor Duthie

Seconded By: Councillor Brunton

Whereas the Simcoe Recreation Centre is a vital element in the overall health and wellbeing of the residents of Norfolk, and

Whereas Norfolk County Council recognizes the linkage that the Simcoe Recreation Centre provides to a diverse cross-section of our community through various user groups including, but not limited to, the Simcoe Seniors Centre, Simcoe Minor Baseball, pickleball and other community uses, and

Whereas that the hockey community in Norfolk has been adversely impacted by the removal of the ice pad from the Simcoe Recreation Centre;

Therefore be it resolved that staff are directed to prepare a fulsome report to Council prior to end of Q3 2024 on the potential of returning the ice pad to the Simcoe Recreation Centre, and

That an integral part of this report should include research on all potential options including floor coverings and shared uses as well as consultation with various stakeholder groups to ensure that the needs of each group can be adequately met through any recommended changes.

And that in the interest of affordability, staff explore partnership opportunities with other agencies and organizations for both space and programming.

Carried.

- 16. Notices of Motion**
- 17. Other Business**
- 18. General Announcements**
- 19. Closed Session**

Resolution No. C- 93

Moved By: Councillor Masschaele

Seconded By: Councillor Veri

That Council enter closed session at 6:01p.m. to discuss an item pursuant to Section 239 (2)(b) of the Municipal Act, 2001 as amended as the subject matter pertains to personal matters about an identifiable individual, including municipal or local board employees;

19.1 CAO Performance Review

Carried.

Resolution No. C- 94

Moved By: Councillor Masschaele

Seconded By: Councillor Vandendriessche

That Council reconvene in open session at 8:33 p.m.

Carried.

19.1 CAO Performance Review

Mayor Martin reported that in closed session one item was addressed regarding the CAO Performance Review. She also advised that during closed session a motion was made to go past the 8:00 p.m. hour, pursuant to the Procedural By-law.

20. Confirming By-Law

Resolution No. C- 95

Moved By: Councillor Duthie

Seconded By: Councillor Columbus

That By-Law 2024-42 being a By-law to confirm the proceedings of the Council of Norfolk County at this Regular Council Meeting held on the 16th day of April 2024 be approved.

- By-Law 2024-42 - Confirm Proceedings of Regular Council, April 16, 2024

Carried.

21. Adjournment

Resolution No. C- 96

Moved By: Councillor Huffman

Seconded By: Councillor Duthie

That Council be adjourned at 8:34 pm.

Carried.

Mayor: A. Martin

Clerk: G. Scharback

Special Council Minutes
The Corporation of Norfolk County

May 7, 2024
12:30 p.m.
Council Chambers
Norfolk County Administration Building
50 Colborne St. S., Simcoe ON

Members Present: A. Martin, Mayor, D. Brunton, M. Columbus, A. Duthie,
K. Huffman, T. Masschaele, L. Vandendriessche,
C. Van Paassen, A. Veri,

Staff Present: A. Meneses, Chief Administrative Officer, S. Page, General
Manager Health and Social Services, T. Rodrigues, Deputy
Clerk, G. Scharback, County Clerk, H. VanDyk, General
Manager, Corporate Services, A. Fanning, Treasurer/Director,
Financial Management and Planning, K. VandenBulck,
Committee Coordinator

1. Roll Call

Mayor Martin called the meeting to order at 12:30 p.m.

2. Approval of Agenda/Changes to the Agenda

Resolution No. SC-030

Moved By: Councillor Huffman

Seconded By: Councillor Masschaele

That the agenda be approved as presented.

Carried.

3. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

4. Closed Session

Resolution No. SC-031

Moved By: Councillor Columbus

Seconded By: Councillor Van Paassen

That Special Council enter closed session at 12:32 p.m. to discuss an item pursuant to Section 239 (2)(b) and (e) of the Municipal Act, 2001 as amended as the subject matter pertains:

(b) personal matters about an identifiable individual, including municipal or local board employees;

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

4.1 Local Board Update

Carried.

Resolution No. SC-032

Moved By: Councillor Brunton

Seconded By: Councillor Vandendriessche

That Special Council reconvene in open session at 1:05 p.m.

Carried.

Mayor Martin reported that the in closed session one item was addressed regarding:

4.1 Local Board Update

And that the update was received for information and direction was provided to staff.

5. Confirming By-Law

5.1 By-Law 2024-44 - Confirm the Proceedings of Special Council

Resolution No. SC-033

Moved By: Councillor Duthie

Seconded By: Councillor Van Paassen

That By-Law 2024-44 being a By-law to confirm the proceedings of the Council of Norfolk County at this Special Council Meeting held on the 7th day of May 2024 be approved.

Carried.

6. Adjournment

Resolution No. SC-034

Moved By: Councillor Huffman

Seconded By: Councillor Duthie

That Council be adjourned at 1:05 pm.

Carried.

Mayor: A. Martin

Clerk: G. Scharback

Public Hearing Committee Minutes
The Corporation of Norfolk County
May 7, 2024
3:00 p.m.
Council Chambers
Norfolk County Administration Building
50 Colborne St. S., Simcoe ON

Members Present: A. Martin, D. Brunton, M. Columbus, A. Duthie, K. Huffman, T. Masschaele, L. Vandendriessche, C. Van Paassen, A. Veri

Staff Present: M. Alam, Supervisor Development Planning, B. Cridland, General Manager of Operations, A. Fanning, Treasurer/Director, Financial Management and Planning, A. Grice, General Manager of Environmental and Infrastructure Services Division, A. Meneses, Chief Administrative Officer, S. Page, General Manager Health and Social Services, G. Scharback, County Clerk, B. Sloan, General Manager of Community Development Division, H. VanDyk, General Manager, Corporate Services, Kacie Vandenbulck, Committee Coordinator, A. Wallace, Planner, K. Wharton, Junior Planner, H. Yager, Planner

1. **Call to Order**
Mayor Martin called the meeting to order at 3:06 p.m.

2. **Disclosure of Pecuniary Interest**
There were no disclosures of pecuniary interest.

3. **Approval of Agenda/Changes to the Agenda**

Resolution No. PH-015

Moved By: Councillor Masschaele

Seconded By: Councillor Columbus

That the agenda be approved as presented.

Carried.

4. Public Meeting/Public Hearings

4.1 CD-24-050 - Official Plan and Zoning By-Law Amendments - OPNPL2024063 - ZNPL2024064 - 50 Alice Street, Waterford

Andrew Wallace, Planner, presented the report with the aid of a slide deck.

Mohammad Alam, Supervisor Development Planning, responded to questions.

There were no comments from members of the public.

Resolution No. PH-016

Moved By: Councillor Vandendriessche

Seconded By: Councillor Huffman

That staff Report CD-24-050 for development applications OPNPL2024063 and ZNPL2024064 be received for information; and

That any comments received as part of the statutory public meeting be considered in a future recommendation staff report.

Carried.

4.2 CD-24-038 - Zoning By-Law Amendment - ZNPL2024067 - 151 Highway 6

Hannelore Yager, Planner, presented the report with the aid of a slide deck.

There were no questions from the committee or members of the public.

Resolution No. PH-017

Moved By: Councillor Huffman

Seconded By: Councillor Duthie

That staff Report CD-24-038 for development application(s) ZNPL2024067 be received for information; and

That any comments received as part of the statutory public meeting be considered in a future recommendation staff report.

Carried.

**4.3 CD-24-051 - Zoning By-Law Amendment - ZNPL2024072 - 77-79
Oakwood Avenue, Simcoe**

Andrew Wallace, Planner, presented the report with the aid of slide deck.

There were no questions from the committee.

Carrie Flynt, resident, addressed the committee with concerns of the development.

Resolution No. PH-018

Moved By: Councillor Veri

Seconded By: Councillor Huffman

That staff Report CD-24-051 for development application ZNPL2024072 be received for information; and

That any comments received as part of the statutory public meeting be considered in a future recommendation staff report.

Carried.

**4.4 CD-24-049 - Temporary Use By-Laws - ZNPL2024008 - ZNPL2024009 -
ZNPL2024010 - Multiple Properties**

Kendall Wharton, Junior Planner, presented the report with the aid of a slide deck and responded to questions.

Brandon Sloan, General Manager Community Development, responded to questions.

Mohammad Alam, Supervisor Development Planning, responded to questions.

There were no comments from members of the public.

Resolution No. PH-019

Moved By: Councillor Van Paassen

Seconded By: Councillor Vandendriessche

That staff Report CD-24-049 for development application(s) ZNPL2024008, ZNPL2024009, and ZNPL2024010 be received for information; and

That any comments received as part of the statutory public meeting be considered as part of the decision process; and

That the zoning bylaws for applications ZNPL2024008, ZNPL2024009, and ZNPL2024010 shall be completed in accordance with By-law 2022-106 which assigns delegated approval to the Director of Planning or designate for these types of applications.

Carried.

5. Adjournment

Resolution No. PH-020

Moved By: Councillor Huffman

Seconded By: Councillor Masschaele

That the meeting be adjourned at 3:43 p.m.

Carried.

Chair: A. Martin

Clerk: G. Scharback

**The Corporation of Norfolk County
Council-in-Committee Minutes**

May 14, 2024

1:00 p.m.

Council Chambers

**Norfolk County Administration Building
50 Colborne St. S., Simcoe ON**

Present: M. Columbus, Chair, A. Martin, Mayor, D. Brunton, A. Duthie, K. Huffman, T. Masschaele, L. Vandendriessche, C. Van Paassen, A. Veri,

Staff Present: M. Balaban, Project Director, Engineering, K. Brandt, Committee Coordinator, B. Cridland, General Manager of Operations, S. Davis, Director, Environmental Services, A. Fanning, Treasurer/Director, Financial Management and Planning, R. Fleming, Tax Collector/Manager, Revenue Services, A. Grice, General Manager of Environmental and Infrastructure Services Division, H. VanDyk, General Manager, Corporate Services, D. Lambert, Director, Engineering, A. Meneses, Chief Administrative Officer, S. Page, General Manager, Health and Social Services, T. Rodrigues, Deputy Clerk, B. Sloan, General Manager of Community Development Division, M. Van Laeken, Drainage Program Coordinator

1. Disclosure of Pecuniary Interest

None disclosed.

2. Approval of Agenda/Changes to the Agenda

Resolution No. CIC-125

Moved By: Councillor Brunton

Seconded By: Mayor Martin

That agenda item 6.5 and 6.5.1 be deferred to a future meeting date when the deputation can attend.

Carried.

Resolution No. CIC-126

Moved By: Councillor Masschaele

Seconded By: Councillor Veri

That the agenda be approved as amended.

Carried.

3. Early Closed Session

Resolution No. CIC-127

Moved By: Councillor Masschaele

Seconded By: Councillor Van Paassen

That Council-in-Committee enter closed session at 1:09 p.m., pursuant to the Municipal Act, 2001, as amended, section 239(2)(b)(d)(e) and (f) to discuss matters pertaining to:

- personal matters about an identifiable individual, including municipal or local board employees; and
- labour relations or employee negotiations; and
- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and
- advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Carried.

Resolution No. CIC-128

Moved By: Councillor Van Paassen

Seconded By: Councillor Masschaele

That Council-in-Committee reconvene in open session at 2:33 p.m.

Carried.

The Deputy Clerk advised that in closed session that items 3.1 and 3.2 were received for information and that direction was provided to staff.

3.1 Legal Advice – Litigation Matter

3.2 Talent Management Strategy – Presentation by BDO Canada

Councillor Vandendriessche left the meeting at 2:33 p.m.

4. Report from Early Closed Session

4.1 Talent Management Strategy Presentation - BDO Canada

Stephanie Potter, Manager, Corporate Initiatives, introduced the presentation by BDO Canada.

Sara Hopkins and Robyn Ackerman, Managers at BDO Canada, presented with the aid of a slide deck.

4.1.1 Staff Report - Talent Management Strategy, CAO-24-043

Stephanie Potter, Manager, Corporate Initiatives, presented the report and responded to questions of Committee.

Al Meneses, CAO, responded to questions of Committee.

Amy Fanning, Treasurer/Director, Financial Management and Planning, responded to questions of Committee.

Resolution No. CIC-129

Moved By: Councillor Masschaele

Seconded By: Councillor Huffman

That Council receives Report CAO-24-043 - Talent Management Strategy; and

That Council hereby directs staff to proceed with the creation of a permanent full-time Organizational Specialist Human Resource position responsible for leading the implementation of the Talent Management Strategy; and

That Council hereby directs staff to adjust the Norfolk County's non-union salary bands to align each pay band to the 60th percentile of the market, within a pay-for-performance framework.

Carried.

5. Consent

Resolution No. CIC-130

Moved By: Councillor Brunton

Seconded By: Councillor Van Paassen

That Consent items 5.1 to 5.5 be approved as presented.

5.1 2023 Development Charge Obligatory Reserve Fund Annual Statement, CS-24-059

THAT Report CS 24-059, 2023 Development Charges Obligatory Reserve Fund Annual Statement be received as information;

AND FURTHER THAT the 2023 Development Charge Annual Reserve Fund Statement be made available on Norfolk County's website or upon request.

5.2 Special Event 2024-05 - Delhi BIA Ford Mustang Car Show - Temporary Road Closure - CS-24-032

THAT the Information Memo regarding the Special Event 2024-05 – Delhi BIA Ford Mustang Car Show be received as information.

5.3 Special Event 2024-06 - Port Dover Pinup Picnic - Temporary Road Closure - CS-24-052

THAT the Information Memo regarding the Special Event 2024-06 Port Dover Pinup Picnic Temporary Road Closure 2024 be received as information.

5.4 Special Event 2024-20 - Helpers in Heels - Temporary Road Closure - CS-24-074

THAT the Information Memo regarding the Special Event 2024-20 – Helpers in Heels be received as information.

5.5 Special Event 2024-08 - Pride Day 2024 - Temporary Road Closure CS-24-078

THAT the Information Memo regarding the Special Event 2024-08 Pride Day 2024 Temporary Road Closure 2024 be received as information.

Carried.

6. Deputations

6.1 Maryan Gemus re: Municipal Water Bill

Maryan Gemus provided a deputation and responded to questions of Committee.

Resolution No. CIC-131

Moved By: Mayor Martin

Seconded By: Councillor Huffman

That the Deputation by Maryan Gemus regarding the Municipal Water Bill be received as information.

Carried.

6.2 Perthida Andrews re: Municipal Water Bill

Perthida (Faith) Andrews provided a deputation and responded to questions of Committee.

Resolution No. CIC-132

Moved By: Mayor Martin

Seconded By: Councillor Masschaele

That the Deputation by Perthida Andrews regarding the Municipal Water Bill be received as information.

Carried.

6.3 Janice Davy re: Municipal Water Bill

Janice Davy provided a deputation to Committee.

Andrew Grice, General Manager, Environmental and Infrastructure Services, responded to questions of Committee.

Resolution No. CIC-133

Moved By: Councillor Veri

Seconded By: Councillor Brunton

That the Deputation by Janice Davy regarding the Municipal Water Bill be received as information.

Carried.

6.4 Amie Ferris re: Port Dover Kinsmen Splash Pad

Amie Ferris provided a deputation and responded to questions of Committee.

Brandon Sloan, General Manager, Community Development, responded to questions of Committee.

Al Meneses, CAO, responded to questions of Committee.

Resolution No. CIC-134

Moved By: Councillor Masschaele

Seconded By: Councillor Veri

That the Deputation by Amie Ferris regarding the Port Dover Kinsmen Splash Pad be received as information.

Carried.

6.5 Whitney Donaldson re: Day Care

The deputation by Whitney Donaldson re: Day Care was deferred by resolution with the approval of the agenda.

6.5.1 Staff Report, Fee Waiver Request, CD-24-068

Staff Report CD-24-068 was deferred by resolution with the approval of the agenda..

That the Information Memo regarding the submitted site plan application SPPL2024093 for the development of a daycare facility in St. Williams be received as information.

And that Council provide a direction in regard to the requested site plan fee waiver of the site plan application SPPL2024093, 67 Queen St. W., St. Williams.

Council-in-Committee recessed at 4:03 p.m.

Council-in-Committee reconvened at 4:18 p.m.

7. Presentations

7.1 Customer Experience Strategy

Sam McFarlane, Manager, Accessibility and Special Projects, introduced consultant, Shawn Ashley, from The Experience Advisors.

Shawn Ashley, Consultant, presented with the aid of a slide deck and responded to questions of Committee.

Al Meneses, CAO, responded to questions of Committee.

Resolution No. CIC-135

Moved By: Councillor Masschaele

Seconded By: Councillor Van Paassen

That the Customer Experience Strategy presentation be received as information.

Carried.

Councillor Vandendriessche joined the meeting at 4:39 p.m.

8. Communications

Mayor Martin pulled Communication item 8.5 for further discussion.

Resolution No. CIC-136

Moved By: Mayor Martin

Seconded By: Councillor Veri

That Communication items 8.1 to 8.7 be received as information.

- 8.1 Letter from Cindy Mitton-Wilkie, Fisheries and Oceans Canada, Ontario and Prairie Region Team Leader re: Lake Erie Watershed Engagement
- 8.2 Emergency Management and Civil Protection Act Compliance Results
- 8.3 Letter from the Hon. Lisa Thompson, Minister of Agriculture, Food and Rural Affairs re: EDCO Awards of Excellence
- 8.4 Grand River Conservation Authority re: Watershed-based Resource Management Strategy – Consultation Period
- 8.5 Letter from Dr. Leslyn Lewis, MPP, to the Hon. Sean Fraser, Minister of Housing, Infrastructure and Communities re: Norfolk County Inter Urban Water System
- 8.6 Petition re: Multi Purpose Floor Use - Recreation Centre
- 8.7 Letter from the Hon. Todd McCarthy, Minister of Public and Business Service Delivery re: Online Marriage License Application Pilot Program

Carried.

9. Staff Reports/Discussion Items

9.1 Health and Social Services Division

No staff reports.

9.2 Community Development Division

9.2.1 Standardization of Archives High Density Storage System, CD-24-057

Brandon Sloan, General Manager, Community Development, presented the report.

Resolution No. CIC-137

Moved By: Councillor Veri

Seconded By: Councillor Vandendriessche

That Staff Report CD-24-057, Standardization of Archives High Density Storage System, be received as information; and

That Council permit a single source standardization of the Spacesaver Wheelhouse Mechanical Assisted High Density Storage System for a ten (10) year term; and

Further that Council approves Spacesaver Solutions Limited as the single source supplier of the Wheelhouse Mechanical Assisted High Density Storage System pursuant to section 4.8.4 of Norfolk County Purchasing Policy CS-02.

Carried.

9.3 Environmental and Infrastructure Services Division

9.3.1 Norfolk County Shoreline Assessment, EIS-24-035

Andrew Grice, General Manager, Environmental and Infrastructure Services, introduced the report and responded to questions of Committee.

Morgan Van Laeken, Drainage Program Coordinator, presented the report and responded to questions of Committee.

Al Meneses, CAO, responded to questions of Committee.

Resolution No. CIC-138

Moved By: Mayor Martin

Seconded By: Councillor Brunton

That Staff report EIS-24-035, Norfolk County Shoreline Assessment be received as information with all materials contained in the Attachments, prepared by W.F. Baird & Associates Coastal Engineers Limited; and,

Further that the financial impacts related to the implementation of shoreline

management projects and additional assessments be referred to the 2025-2034 Capital Plan deliberations for consideration and inclusion as appropriate.

Carried.

9.3.2 Stormwater Program Update, EIS-24-013

Andrew Grice, General Manager, Environmental and Infrastructure Services, introduced the report and responded to questions of Committee.

Stephanie Davis, Director, Environmental Services, presented the report and responded to questions of Committee.

Resolution No. CIC-139

Moved By: Councillor Brunton

Seconded By: Councillor Huffman

That Staff Report EIS-24-013 Stormwater Program Update be received as information.

Carried.

9.3.3 Norfolk Road Safety Committee - EIS-24-038

Andrew Grice, General Manager, Environmental and Infrastructure Services, presented the report and responded to questions of Committee.

Resolution No. CIC-140

Moved By: Councillor Huffman

Seconded By: Councillor Veri

That the Information Memo regarding the Norfolk Road Safety Committee be received as information.

Carried.

9.3.4 Pre-Tender Budget Amendment Updates for the Port Dover Wastewater Treatment Plant Upgrades - Phase 1, EIS-24-033

Mariana Balaban, Project Director, Engineering, presented the report and responded to questions of Committee.

Amy Fanning, Treasurer/Director, Financial Management and Planning, responded to questions of Committee.

Andrew Grice, General Manager, Environmental and Infrastructure Services, responded to questions of Committee.

Resolution No. CIC-141

Moved By: Councillor Van Paassen

Seconded By: Councillor Brunton

That Staff Report EIS-24-033 Pre-Tender Budget Amendment Updates – Port Dover Wastewater Treatment Plant Upgrades - Phase 1 be received as information; and

That the Approved Capital Budget for Project 5831507 Port Dover WWTP Upgrades Phase 1 be amended (increased) by \$7,658,000 to a total allocation of \$37,037,000 (rounded, incl. net HST) with funding to be provided from the CCBF Reserve Fund, and the issuance of debentures; and

That Council delegate the tender award and execution of the Port Dover Wastewater Treatment Plant Upgrades construction contract to the Chief Administrative Officer should the tender close during Council recess, provided the tender values are within the approved budget; and

Further That Council authorizes a new consultant agreement be executed with the engineering consultant for the construction administration and inspection services required for the Port Dover Wastewater Treatment Plant Upgrades Phase 1 completion including retainage of statutory holdback of 10% as outlined in the Construction Act starting in 2024 after tender award and construction contract execution.

Carried.

9.4 Operations Division

9.4.1 Roadway Pavement Marking Budget Amendment, OPS-24-016

Bill Cridland, General Manager, Operations, presented the report and responded to questions of Committee.

Resolution No. CIC-142

Moved By: Councillor Huffman

Seconded By: Councillor Veri

That staff report OPS-24-016 Roadway Pavement Marking Budget Amendment be received as information; and

That staff be authorized to execute a contract with Berkim Construction Inc. for Cooperative Bid for Transverse Line Painting in the amount of \$358,300 (rounded, incl. net HST); and

Further that the Final 2024 Levy Supported Operating Budget associated with Cooperative Bid for Transverse Line Painting be amended from \$154,800 to \$358,300 to accommodate the required increase of \$199,900.

Council-in-Committee recessed at 5:52 p.m.

Council-in-Committee reconvened at 6:15 p.m.

9.5 Corporate Services Division

9.5.1 Summary of Bid Awards for the Period Ending April 23, 2024, CS-24-063

Heidy VanDyk, General Manager, Corporate Services, presented the report.

Bill Cridland, General Manager, Operations, responded to questions of Committee.

John Regan, Director, Strategic Innovation and Economic Development, responded to questions of Committee.

Resolution No. CIC-143

Moved By: Councillor Huffman

Seconded By: Councillor Veri

That Staff Report CS 24-063, Summary of Bid Awards for the period ending April 23, 2024, be received as information; and

That the Director, Roads be authorized to execute a contract with Dufferin Construction Company, Black Armour Asphalt Products Inc. and GIP Paving Inc. for Request for Tender OPS-RDS-24-70 Supply and Pick-Up of Hot Mix and Cold Patch Asphalt in the amount of \$1,553,600 (excluding HST); and

That the Director, Environmental Services be authorized to execute a contract with Civica Infrastructure Inc. for Request for Tender EIS-ES-24-05 County Wide Inflow and Infiltration Program 2024-2029 in the amount of \$625,000 (excluding HST); and

That the Director, Strategic Innovation and Economic Development be authorized to execute a contract with Workforce Planning Board of Grand Erie for Request for Proposal CD-ED-24-05 Quality of Life for Workers Study in the amount of \$36,100 (excluding HST); and

Further that the Levy Supported Operating Budget associated with Request for Proposal CD-ED-24-05 Quality of Life for Workers Study be amended from \$25,000 to \$37,000 (rounded, incl. net HST) to accommodate the required increase of \$12,000 with the variance to be funded by offsetting savings within the Economic Development department.

Carried.

9.5.2 Provincial Download – Provincial Offences Act Part III Prosecution Services, CS-24-061

Amy Fanning, Treasurer/Director, Financial Management and Planning, introduced the report.

Rob Fleming, Tax Collector/Manager, Revenue Services, presented the report.

Resolution No. CIC-144

Moved By: Councillor Veri

Seconded By: Councillor Huffman

That Report CS-24-061 Provincial Download – Provincial Offences Act Part III Prosecution Services be received for information; and

That Norfolk County accepts responsibility for the prosecution of Provincial Offences Act Part III matters as directed by the Province starting September 1, 2024; and

That Norfolk County enters into an agreement for prosecution services with Ross & McBride for Part III matters starting September 1, 2024; and

Further that the Treasurer/Director, Financial Management & Planning be authorized to execute any documents required to enact the transfer.

Carried.

9.6 Office of the Chief Administrative Officer

No staff reports.

10. Motions

None.

11. Notice of Motions

11.1 Mayor Martin's Notice of Motion

Mayor Martin introduced the following Notice of Motion:

That staff be directed to investigate options for Council's consideration on motorcycle parking configurations for Main Street in Port Dover on Friday the 13th; and

Further that consultation with Fire, EMS, OPP and other Emergency Management occur.

12. Other Business

None.

13. Announcements

None.

14. Late Closed Session

Resolution No. CIC-145

Moved By: Councillor Veri

Seconded By: Mayor Martin

That Council-in-Committee enter closed session at 6:32 p.m., pursuant to the Municipal Act, 2001, as amended, section 239(2)(c) to discuss matters pertaining to:

- a proposed or pending acquisition or disposition of land by the municipality or local board.

Carried.

Resolution No. CIC-146

Moved By: Mayor Martin

Seconded By: Councillor Masschaele

That Council-in-Committee reconvene in open session at 6:54 p.m.

Carried.

15. Report from Late Closed Session

The Deputy Clerk advised that in closed session that items 14.1, 14.2, and 14.3 were received for information and that direction was provided to staff by Council.

14.1 Proposed Property Sale - Ward 6, CS-24-009

14.2 County Land Review – Proposed Property Sale – Ward 2, CS-24-071

14.3 County Land Review – Proposed Property Sale – Ward 7, CS-24-072

16. Adjournment

Resolution No. CIC-147

Moved By: Councillor Huffman

Seconded By: Councillor Veri

That Council-in-Committee hereby adjourn at 6:55 p.m.

Carried.

Chair:

Clerk:

Agricultural Advisory Board Minutes

The Corporation of Norfolk County

March 13, 2024

10:00 a.m.

Norfolk County Administration Building

50 Colborne St. S., Simcoe ON

Meeting Room A - Upstairs

Members Present: R. Blake, M. Bollert, J. Schooley, C. Hewitson. M. Columbus

Staff Present: J. Regan, Director Strategic Innovation and Economic Development, A. Biddle, Supervisor Forestry, K. Vandenburg, Committee Coordinator

1. Call to Order

Chair Jennifer Schooley called the meeting to order at 10:00 a.m.

2. Approval of Agenda

Resolution No. 8

Moved By: Councillor Michael Columbus

Seconded By: M. Bollert

That the agenda be approved as presented.

Carried.

3. Disclosure of Pecuniary Interest

There were no declarations of pecuniary interest.

4. Approval of Previous Meeting Minutes

Resolution No. 9

Moved By: C. Hewitson

Seconded By: R. Blake

That the minutes from the February 2, 2024 Norfolk Agricultural Advisory Committee Meeting be approved as presented.

- Norfolk Agricultural Advisory Committee Meeting - February 2, 2024

Carried.

5. Presentations

There were no presentations.

6. Deputations

There were no deputations.

7. Matters to be Considered

7.1 Public Tree Maintenance By-Law Review

Adam Biddle, Supervisor Forestry, provided an overview of the Bylaw and responded to questions of the committee.

7.2 Agricultural Advisory Committee Workplan

Chair Jennifer Schooley presented a draft work plan to the Committee and responded to questions.

Committee discussed the work plan and what their goals for the term are.

8. Communications

There were no communication items.

9. Other Business

There was no other business.

10. Next Meeting

The next meeting is scheduled for Wednesday, May 8th, 2024 at 10:00 a.m.

11. Adjournment

Resolution No. 10

Moved By: M. Bollert

Seconded By: C. Hewitson

That the meeting be adjourned at 11:20 a.m.

Carried.

Chair:

Recording Secretary

THE CORPORATION OF NORFOLK COUNTY
Heritage Advisory Committee Minutes

March 25, 2024
9:30 a.m.
Norfolk County Archives

Present: Barbara Ellen Boyko, Bob Wood, Leonard Herrewynen, Mary Caughill, Wayne Hingston, Wesley Wilson

Absent with Regrets: Tom Masschaele

Also Present: Melissa Collver

1. Call to Order

Meeting called to order by Chair Boyko at 9:30 a.m.

2. Approval of the Agenda

Resolution No. 7

Moved By: Leonard Herrewynen

Seconded By: Wesley Wilson

That the agenda be approved as presented.

Carried.

3. Disclosure of Pecuniary Interest

None disclosed.

4. Approval of Previous Minutes

Resolution No. 8

Moved By: Leonard Herrewynen

Seconded By: Bob Wood

That the minutes of the January 8, 2024 meeting be approved as presented.

Carried.

- 5. **Deputations**
- 6. **Presentations**
- 7. **Matters to be Considered**

7.1 Port Dover West Pier Lighthouse

Follow up review of Port Dover West Pier Lighthouse request.

Resolution No. 9

Moved By: Leonard Herrewynen

Seconded By: Wayne Hingston

Whereas the agreement between Norfolk County and Fisheries and Oceans Canada, dated December 17, 2014, requires consultation with Parks Canada, Historic Sites and Monument Board on any alterations to the Port Dover West Pier Lighthouse; and

Whereas the Port Dover West Pier Lighthouse continues to be operated by the Canadian Coast Guard as a navigational aid to guide vessels in and out of the harbour; and

Whereas the Port Dover West Pier Lighthouse is protected under both the Heritage Lighthouse Protection Act and the Ontario Heritage Act;

That the Norfolk Heritage Committee, after consultation with Parks Canada, Historic Sites and Monument Board, recommends that Council not approve the request by the Port Dover Waterfront Preservation Association to install decorative LED lighting to the Port Dover West Pier Lighthouse as it does not meet the provisions stated within the Heritage Lighthouse Protection Act or the Ontario Heritage Act. Additionally, these alterations are not supported by the guiding document The Standards and Guidelines for Heritage Conservation of Historic Place in Canada.

Carried Unanimously

7.2 ACO - Proposed amendment to Ontario Heritage Act

Resolution No. 10

Moved By: Wesley Wilson

Seconded By: Bob Wood

That the information received from the Architectural Conservancy Ontario be accepted as information.

Carried.

7.3 Places of Worship Project

Mary Caughill provided an update on the project.

Resolution No. 11

Moved By: Leonard Herrewynen

Seconded By: Mary Caughill

That the Places of Worship Project update presented be accepted as information.

Carried.

7.4 Joint Municipal Heritage Committee Meeting

Discussion regarding a Joint Municipal Heritage Committee Meeting.

Resolution No. 12

Moved By: Bob Wood

Seconded By: Mary Caughill

That the Norfolk Heritage Committee accept the discussion as information and that the Norfolk Heritage Committee organize the 2024 event.

Carried.

8. Other business

Discussion regarding the demolition of buildings in Norfolk County possessing cultural heritage significance.

Resolution No. 13

Moved By: Mary Caughill

Seconded By: Wesley Wilson

That in light of the recent demolition of the Norfolk Tavern, the Norfolk Heritage Committee requests that the staff liaison follow up to determine whether Photo Documentation Standards have been developed.

Carried.

9. Next Meeting

April 22, 2024 at 9:30 a.m.

10. Adjournment

Resolution No. 14

Moved By: Leonard Herrewynen

Seconded By: Bob Wood

That the meeting be adjourned.

Carried.

Chair:

Clerk:

Haldimand-Norfolk
Health and Social Services Advisory Committee

March 25, 2024
9:30 a.m.
Council Chambers
Norfolk County Administration Building
50 Colborne St. S., Simcoe ON

Present: Shelley Bentley, John Metcalfe, Linda Vandendriessche, Chris Van Paassen, Alan Duthie, Patrick O'Neill

Also Present: Sarah Page, General Manager, Health and Social Services, Lori Friesen, Manager, Legal and Support Services, Stephanie Rice, Director, Social Services and Housing, Alexis Atkinson, Program Manager, Environmental Health, Sarah Titmus, Program Manager, Infectious Disease, Jackie Wood, Program Manager, Planning and Evaluation, Amy Visprini, Supervisor, Financial Planning and Reporting, Michael Vansickle, Senior Financial Analyst, Angela Butcher, Division Coordinator, Corporate Services

-
1. **Disclosure of Pecuniary Interest**
 2. **Additions to Agenda**
 3. **Presentations/Deputations**

4. **Adoption/Correction of Advisory Committee Meeting Minutes**
 - 4.1 **Haldimand-Norfolk Health and Social Services Advisory Committee - February 26, 2024**
5. **Update on Reports**
6. **Consent Items**
7. **Staff Reports**
 - 7.1 **General Manager**
 - 7.2 **Public Health**

7.2.1 Safe Water Program Update 2023, HSS-24-011

Moved By: Patrick O'Neill

Seconded By: Councillor L. Vandendriessche

That Staff Report 24-011, Safe Water Program Update 2023, be received as information.

Carried.

7.2.2 Haldimand-Norfolk Health Unit 2024-2027 Strategic Plan, HSS-24-009

Moved By: John Metcalfe

Seconded By: Councillor A. Duthie

THAT the Board of Health approve the Haldimand-Norfolk Health Unit (HNHU) 2024-2027 Strategic Plan.

Carried.

7.2.3 Annual Service Plan and Budget Submission, HSS-24-013

Moved By: Patrick O'Neill

Seconded By: Councillor A. Duthie

That report HSS-24-013 be received as information; and

That the Board of Health endorse the submission of the 2024 Annual Service Plan and Budget Submission to the Ministry of Health; and

Further that the Board of Health approve the inclusion for a funding increase request of \$316,700 for the Ontario Seniors Dental Care Program (OSDCP).

Carried.

7.3 Social Services and Housing

8. Sub-Committee Reports

9. Communications

10. Other Business

11. Closed Session

Moved By: John Metcalfe

Seconded By: Councillor A. Duthie

That the Health and Social Services Advisory Committee enter into Closed Session at 9:55 a.m., pursuant to Section 239 (2) of the Municipal Act, 2001 as amended as the subject matter pertains to:

(b) personal matters about an identifiable individual, including municipal or local board employees;

(d) labour relations or employee negotiations;

Carried.

Moved By: Patrick O'Neill

Seconded By: John Metcalfe

That the Health and Social Services Advisory Committee reconvene in Open Session at 10:34 a.m..

Carried.

11.1 Verbal Update - Strengthening Public Health HSS-24-014

Section 239(2) of the Municipal Act, 2001 as amended as the subject matter pertains to:

(b) personal matters about an identifiable individual, including municipal or local board employees;

(d) labour relations or employee negotiations.

Moved By: Councillor L. Vandendriessche

Seconded By: Councillor A. Duthie

That the Closed Meeting Update Strengthening Public Health be received as information and

That staff proceed as directed.

Carried.

12. Next Meeting

12.1 Monday April 22, 2024

13. Adjournment

Moved By: John Metcalfe

Seconded By: Patrick O'Neill

That the Health and Social Services Advisory Committee hereby adjourn at 10:35 a.m..

Carried.

Chair

Clerk

Sustainability Advisory Committee Minutes
The Corporation of Norfolk County

March 27, 2024

9:00 am

Norfolk County Administration Building
50 Colborne St. S., Simcoe ON
Meeting Room A - Upstairs

Members Present: Wesley Wilson, Chair, Councillor C. Van Paassen, K. Falk, P. Hammond, T. Salvatore,

Members Absent with Regrets V. Hickey, J. Miller

Also Present: K. Brandt, Committee Coordinator, S. Clarysse, Project Lead, Energy and Facilities, M. Simoes, Director, Facilities

1. Call to Order

The meeting was called to order at 9:00 a.m.

2. Approval of the Agenda

Resolution No. 1

Moved By P. Hammond

Seconded By J. Miller

That the agenda be approved as amended, with the addition of item 7.3, 'Terms of Reference Update'.

Carried.

3. Disclosure of Pecuniary Interest

None disclosed.

4. Approval of Previous Minutes

4.1 Sustainability Advisory Committee Minutes - January 30, 2024

Resolution No. 2

Moved By Councillor C. Van Paassen

Seconded By T. Salvatore

That the minutes from the January 30, 2024, Sustainability Advisory Committee meeting be approved as presented.

Carried.

5. Deputations

No deputations.

6. Presentations

6.1 2024-2029 Norfolk County Energy Conservation and Demand Management Plan

Sydney Clarysse, Project Lead, Energy and Facilities, presented the plan and responded to questions of the Committee.

Resolution No. 3

Moved By T. Salvatore

Seconded By P. Hammond

That the presentation on the 2024-2029 Norfolk County Energy Conservation and Demand Management Plan be received as information.

Carried.

7. Matters to be Considered

7.1 Community measures to encourage conservation and reduce emissions from transportation.

Committee member, Karla Faulk, provided background information on the Ontario School Active Travel group for the Committee's consideration.

Kevin Brandt, Committee Coordinator, will circulate the Ontario School Active Travel website to Committee members.

Resolution No. 4

Moved By Councillor C. Van Paassen

Seconded By P. Hammond

That the backgrounder be received as information; and

That staff proceed as directed.

Carried.

7.2 Motion to Council to support for OEB decision to lower energy bills by ending subsidy for methane gas pipelines in new building construction.

Committee member, Karla Faulk, provided background information on the Ontario Energy Board's decision, and the Provincial Government's response, for the Committee's consideration.

Resolution No. 5

Moved By K. Falk

Seconded By T. Salvatore

That Norfolk County Council supports the resolution from Hamilton City Council regarding support for the decision of the Ontario Energy Board to end the subsidy for methane pipelines.

Carried.

7.3 TOR Update

Committee Chair, Wesley Wilson, provided a brief update on the Terms of Reference update.

Resolution No. 6

Moved By T. Salvatore

Seconded By K. Falk

That the TOR Update be received as information.

Carried.

8. Other Business

No other business.

9. Next Meeting

9.1 Thursday, May 2, 2024

10. Adjournment

Resolution No. 7

Moved By P. Hammond

Seconded By T. Salvatore

That the Sustainability Advisory Committee hereby adjourns at 10:29 a.m.

Carried.

Norfolk County Public Library Board Minutes

March 27, 2024

4:30 p.m.

Norfolk County Library, Simcoe Branch

46 Colborne St. S., Simcoe ON

Large Meeting Room - Lower Level

Present: Dianne Austin, Sue Defreyne, Kimberly Earls,
Councillor Kim Huffman, Lisa Marr, Councillor Tom
Masschaele, Carolyn Nordheimer, Amanda Van
Schyndel

Absent with Mayor Amy Martin
Regrets:

Also Present: Julie Kent, Kate Palmer

1. Call to Order

Board Chair, Kimberly Earls, called the meeting to order at 4:30 p.m.

2. Approval of Agenda

Resolution No. 1

Moved By: Carolyn Nordheimer

Seconded By: Councillor Tom Masschaele

THAT the agenda be approved as presented.

Carried.

Sue Defreyne, Trustee entered the meeting at 4:32p.m.

3. Pecuniary/Conflict of Interest Declarations

None.

4. Minutes, Receipt, and Approval

4.1 Norfolk County Public Library Board Meeting Minutes - February 28, 2024

Resolution No. 2

Moved By: Dianne Austin

Seconded By: Amanda Van Schyndel

THAT the NCPL Board adopts the Minutes of the February 28, 2024 Board meeting as presented.

Carried.

5. Business Arising from Previous Meeting

None.

6. Reports

6.1 Operations Monitoring Report February 2024 #24-03-01

J. Kent, CEO spoke to the Operations Monitoring Report and addressed any questions.

Resolution No. 3

Moved By: Carolyn Nordheimer

Seconded By: Amanda Van Schyndel

THAT NCPL Operations Monitoring Report February 2024 #24-03-01 be received for information;

AND THAT the Library Board approve the report as presented.

Carried.

7. Policy

7.1 Policy Development and Review Committee Report #24-03-02

C. Nordheimer spoke to the Policy Development and Review Committee Report and addressed any questions.

7.2 OP-22 - Trespass and Ban Policy

The Board directed the CEO to include monthly incident updates to the Operations Monitoring Report. The Trespass and Banning Threshold Chart will be made available to staff.

Discussion ensued regarding Level 1; first bullet; Level 2, 3, and 4; second bullet of the Considerations of the Trespass and Banning Threshold Chart.

It was recommended to add the wording “**where possible and appropriate**” to Level 1; first bullet; Level 2, 3, and 4; second bullet of the Considerations of the Trespass and Banning Threshold Chart to OP-22 – Trespass and Ban Policy.

Resolution No. 4

Moved By: Amanda Van Schyndel

Seconded By: Carolyn Nordheimer

THAT OP-22 - Trespass and Ban Policy be approved as amended to add the wording “**where possible and appropriate**” to Level 1; first bullet; Level 2, 3, and 4; second bullet of the Considerations of the Trespass and Banning Threshold Chart.

Carried.

7.3 BL-01 NCPL Board Procedural By-law

Resolution No. 5

Moved By: Carolyn Nordheimer

Seconded By: Sue Defreyne

THAT BL-01 - NCPL Board Procedural By-law be approved as presented.

Carried.

7.4 OP-03 - Collection Development Policy

Resolution No. 6

Moved By: Amanda Van Schyndel

Seconded By: Carolyn Nordheimer

THAT OP-03 - Collection Development Policy be approved.

Carried.

7.5 OP-04 - Code of Conduct (Public) Policy

Resolution No. 7

Moved By: Amanda Van Schyndel

Seconded By: Councillor Tom Masschaele

THAT OP-04 - Code of Conduct (Public) Policy be approved.

Carried.

7.6 OP-07 - Internet Services and Technology Use Policy

Resolution No. 8

Moved By: Amanda Van Schyndel

Seconded By: Sue Defreyne

THAT OP-07 - Internet Services and Technology Use Policy be approved.

Carried.

7.7 OP-15 - Accessibility in the Library Policy

Resolution No. 9

Moved By: Amanda Van Schyndel

Seconded By: Carolyn Nordheimer

THAT OP-15 - Accessibility in the Library Policy be approved.

Carried.

7.8 OP-18 - Procurement of Goods and Services Policy

Resolution No. 10

Moved By: Amanda Van Schyndel

Seconded By: Carolyn Nordheimer

THAT OP-18 - Procurement of Goods and Services Policy be approved.

Carried.

8. Committee Reports

8.1 Facilities Planning Committee Report #24-03-03

S. Defreyne spoke to the Facilities Planning Report and addressed any questions.

Resolution No. 11

Moved By: Sue Defreyne

Seconded By: Amanda Van Schyndel

THAT NCPL Facilities Planning Committee Board Report #24-03-03 be received for information;

AND THAT NCPL Board approve the report as presented.

Carried.

8.2 Finance Committee Report #24-03-04

S. Defreyne spoke to the Finance Report and addressed any questions.

Resolution No. 12

Moved By: Sue Defreyne

Seconded By: Carolyn Nordheimer

THAT NCPL Finance Committee Board Report #24-03-04 be received for information;

AND THAT NCPL Board approve the report as presented.

Carried.

8.3 Strategic Planning Report #24-03-05

S. Defreyne spoke to the Strategic Planning Committee Report and addressed any questions.

Discussion ensued regarding Priority 3: Culture and Community bullet one.

It was recommended to change the wording in Strategic Priority 3: Culture and Community bullet one from "**celebrate a**" to "**ensure the**".

Resolution No. 13

Moved By: Sue Defreyne

Seconded By: Dianne Austin

THAT NCPL Strategic Planning Committee Board Report #24-03-05 be received for information;

AND THAT NCPL Board approve the report and Strategic Plan as amended to change the wording in Strategic Priority 3: Culture and Community bullet one from "**celebrate a**" to "**ensure the**".

Carried.

9. Other Business

J. Kent, CEO informed the Board about the Talbot Street construction and that there should only be minor interruptions to the Simcoe Branch service. Messaging out to the public will be done as needed.

10. Friends of the Library Meeting Notes

10.1 Friends of the Library - Port Dover - March 1, 2024

11. Next Meetings

The next meeting is April 24, 2024 at 4:30-6:30pm Port Dover Meeting Room.

11.1 2024 NCPL Board Meeting Schedule

The 2024 Library Board Meeting Schedule will be revised to include a meeting at the Delhi Branch - Kozub Meeting Room.

12. Closed Session

13. Correspondence

None.

14. Confirming By-Law

14.1 Confirming By-Law 2024-03LIB

Resolution No. 14

Moved By: Carolyn Nordheimer
Seconded By: Amanda Van Schyndel

THAT By-law 2024-03LIB being a By-law to confirm the proceedings of the Norfolk County Library Board at this Regular Board Meeting held on the 27th day of March 2024 be approved.

Carried.

15. Adjournment

Resolution No. 15

Moved By: Sue Defreyne
Seconded By: Councillor Tom Masschaele

THAT the meeting adjourn at 5:21 p.m.

Carried.

Chair: Kimberly Earls

CEO: Julie Kent



LONG POINT REGION CONSERVATION AUTHORITY
Board of Directors Meeting Minutes of April 3, 2024
Approved May 1, 2024

Members in attendance:

Robert Chambers, Chair
 Dave Beres, Vice-Chair
 Shelley Ann Bentley
 Doug Brunton
 Michael Columbus
 Tom Masschaele
 Jim Palmer
 Stewart Patterson
 Chris Van Paassen
 Rainey Weisler
 Peter Ypma

County of Brant
 Town of Tillsonburg
 Haldimand County
 Norfolk County
 Norfolk County
 Norfolk County
 Township of Norwich
 Haldimand County
 Norfolk County
 Municipality of Bayham/Township of Malahide
 Township of South-West Oxford

Regrets:

Staff in attendance:

Judy Maxwell, General Manager
 Aaron LeDuc, Manager of Corporate Services
 Leigh-Anne Mauthe, Interim Manager of Watershed Services
 Saifur Rahman, Manager of Engineering and Infrastructure
 Jessica King, Social Media and Marketing Associate
 David Proracki, Water Resources Analyst
 Dana McLachlan, Executive Assistant

1. Welcome and Call to Order

Chair, Robert Chambers called the meeting to order at 6:30 p.m., Wednesday, April 3, 2024.

2. Additional Agenda Items

There were no additional agenda items.

3. Approval of the Agenda

A-40/24

Moved by J. Palmer
 Seconded by T. Masschaele

THAT the LPRCA Board of Directors approves the agenda as circulated.

Carried

4. Declaration of Conflicts of Interest

None were declared.

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
 Tom Masschaele, Jim Palmer, Stewart Patterson, Rainey Weisler, Chris Van Paassen, Peter Ypma

5. Minutes of the Previous Meeting

a) Board of Directors Meeting Minutes of April 3, 2024

There were no questions.

A-41/24

Moved by C. Van Paassen

Seconded by P. Ypma

THAT the minutes of the LPRCA Board of Directors Meeting held April 3, 2024 be approved as circulated.

Carried

6. Business Arising

a) Stewardship Award Recognition, Kyle Hiebert

Kyle Hiebert was unable to attend the meeting. Staff will arrange to meet with Mr. Hiebert to present him with his award.

7. Review of Committee Minutes

a) Backus Museum Committee – December 4, 2024

There were no questions.

A-42/24

Moved by R. Weisler

Seconded by D. Brunton

THAT the minutes of the Backus Museum Committee meeting held December 4, 2023 be adopted as circulated.

Carried

8. Correspondence

a) Port Dover Waterfront Preservation Association – Silver Lake Revitalization Project

A-43/24

Moved by M. Columbus

Seconded by P. Ypma

THAT the correspondence outlined in the Board of Directors agenda of April 3, 2024 be received as information.

Carried

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Tom Masschaele, Jim Palmer, Stewart Patterson, Rainey Weisler, Chris Van Paassen, Peter Ypma

9. Planning Department

a) Section 28 Regulations Approved Permits (L. Mauthe)

Through the General Manager's delegating authority, 25 applications were approved in the past month. LPRCA-5/24, LPRCA-13/24, LPRCA-14/24, LPRCA-19/24, LPRCA-20/24, LPRCA-21/24, LPRCA-25/24, LPRCA-26/24, LPRCA-27/24, LPRCA-28/24, LPRCA-29/24, LPRCA-31/24, LPRCA-33/24, LPRCA-34/24, LPRCA-35/24, LPRCA-36/24, LPRCA-37/24, LPRCA-38/24, LPRCA-39/24, LPRCA-40/24, LPRCA-41/24, LPRCA-43/24, LPRCA-44/24, LPRCA-46/24, and LPRCA-47/24 . A summary of the applications was provided in the report.

Doug Brunton and Michael Columbus were concerned about the grading and drainage of application LPRCA-33/24.

A-44/24

Moved by S. Patterson

Seconded by P. Ypma

THAT the LPRCA Board of Directors receives the Section 28 Regulations Approved Permits report dated April 3, 2024 as information.

Carried

10. New Business

a) Vittoria Dam Environmental Assessment Update and Presentation by Matrix Solutions Inc. (S. Rahman and S. Robertson)

Saifur Rahman presented the update report and then introduced Scott Robertson, Matrix Solutions Inc. Mr. Robertson presented the second and final presentation to the Board.

Staff and Mr. Robertson responded to questions by the Board and the next steps of the process are:

- The Environmental Study Report (ESR) will be posted publicly, and a Notice of Completion circulated / published advising the public, stakeholders, and Indigenous Communities of the study's status and that a 30-day review / comment window is provided.
- Should concerns be raised, the Study Team will engage in consultation, negotiation, and/or implement revisions to the ESR as necessary and reasonable.
- Should the resolution of concerns not be achievable, any member of the public, stakeholder, or Indigenous Community may request the Minister of the Environment, Conservation and Parks for a Section 16 Order.

A-45/24

Moved by C. Van Paassen

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus, Tom Masschaele, Jim Palmer, Stewart Patterson, Rainey Weisler, Chris Van Paassen, Peter Ypma

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Seconded by T. Masschaele

That the LPRCA Board of Directors receives the Vittoria Dam Class Environmental Assessment Update as information,

AND

THAT the LPRCA Board of Directors endorses Alternative #5 as the preferred alternative as presented by Matrix Solutions Inc.,

AND

THAT the LPRCA Board of Directors directs LPRCA staff to post the Notice of Completion of the Environmental Study Report, to be available for a 30-day public review period.

Carried

b) General Manager's Report (J. Maxwell)

Judy Maxwell provided a report summarizing operations this past month.

A-46/24

Moved by R. Weisler

Seconded by S. Patterson

That the LPRCA Board of Directors receives the General Manager's Report for March 2024 as information.

Carried

c) Ontario Regulation 41/24 Implementation (L. Mauthe)

Leigh-Anne Mauthe, presented the report and summarized the key changes to the legislation. Member municipalities have been advised of the changes.

A-47/24

Moved by R. Weisler

Seconded by S. Bentley

THAT the LPRCA Board of Directors receives this report as information,

AND

THAT staff be directed to update the existing Hearing Procedures Policy to ensure compliance with the new regulation and legislation and return to the Board of Directors for approval,

AND

THAT staff be directed to update existing LPRCA regulation mapping, documents and guides to ensure compliance with the new regulations and legislative changes.

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Tom Masschaele, Jim Palmer, Stewart Patterson, Rainey Weisler, Chris Van Paassen, Peter Ypma

Carried

d) Administration and Delegation of Powers Related to Permit Issuance, Extensions, Cancellation and Hearings (L. Mauthe)

Leigh-Anne Mauthe presented the report and reviewed the key policy changes. There were no questions from the members.

A-48/24

Moved by J. Palmer

Seconded by T. Masschaele

THAT the LPRCA Board of Directors approves the Administration and Delegation of Powers, related to Permit Issuance, Extensions, Cancellation and Hearings.

Carried

e) Regulations Officers and PO Officers Re-Appointment (L. Mauthe)

The report was presented by Leigh-Anne Mauthe. No questions from the Board.

A-49/24

Moved by S. Bentley

Seconded by M. Columbus

THAT the LPRCA Board of Directors appoints Isabel Johnson, Resource Planner, and Leigh-Anne Mauthe, Interim Manager of Watershed Services as LPRCA Regulations Officers and Provincial Offences Officers for the purpose of compliance and enforcement of any regulation made under section 28 and section 29, as per subsection 30.1 of the Conservation Authorities Act, and the Trespass to Property Act,

AND

THAT the LPRCA Board of Directors appoints Brandon Good, Superintendent of Conservation Areas, Debbie Thain, Supervisor of Forestry, Evan Forbes, Supervisor of Haldimand Conservation Area, Rebecca Dancey, Supervisor of Deer Creek Conservation Area, as LPRCA Regulations Officers and Provincial Offences Officers for the purpose of compliance and enforcement of any regulation made under section 29 as per subsection 30.1 of the Conservation Authorities Act, and the Trespass to Property Act,

AND

THAT the appointments are effective as of April 1, 2024.

Carried

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus, Tom Masschaele, Jim Palmer, Stewart Patterson, Rainey Weisler, Chris Van Paassen, Peter Ypma

f) Policies for the Administration of the Prohibited Activities, Exemptions and Permits Regulation, Ontario Regulation 41/24 (L. Mauthe)

Leigh-Anne Mauthe provided a summary of the key changes to the policy as a result of the legislative changes.

A-50/24

Moved by C. Van Paassen

Seconded by J. Palmer

THAT the LPRCA Board of Directors approves the Policies for the Administration of the Prohibited Activities, Exemptions and Permits Regulation as presented.

Carried

g) Ecological Survey for Selected LPRCA Properties (J. Maxwell)

Judy Maxwell reviewed the results of the tender.

Stewart Patterson asked how the lowest bidder did not meet the requirements. The lowest bid methodology for field work was not sufficient.

A-51/24

Moved by P. Ypma

Seconded by R. Weisler

THAT the LPRCA Board of Directors approves the proposal submitted by Natural Resource Solutions Inc. to conduct ecological inventories of identified Conservation Authority properties – totaling 544 Acres/220 Hectares, encompassing six properties for a total submitted bid of \$29,950 plus HST.

Carried

h) Vehicle Tender (S. Rahman)

Saifur Rahman presented the report and reviewed the results of the tender. It was recommended by staff to award the tender to the lowest bidder.

Michael Columbus inquired about the status of the Dodge Grand Caravan to which Saifur Rahman responded that it will be disposed of by auction.

A-52/24

Moved by S. Patterson

Seconded by D. Brunton

THAT the LPRCA Board of Directors accepts the tender submitted by Port Dover Kia for one new 2024 Kia Seltos LX AWD Vehicle for \$28,977.50 (excluding HST).

Carried

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Tom Masschaele, Jim Palmer, Stewart Patterson, Rainey Weisler, Chris Van Paassen, Peter Ypma

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i) Truck Tender (S. Rahman)

The results of the tender were reviewed by Saifur Rahman and staff recommended the tender be awarded to the lowest bidder.

Stewart Patterson queried the tender requirements as one of the companies submitted their bid for a ¾ ton truck. Saifur Rahman explained the tender requirement didn't specify tonnage but going forward, that will be included.

A-53/24

Moved by P. Ypma

Seconded by S. Patterson

THAT the LPRCA Board of Directors accepts the tender submitted by Heaslip Ford for the purchase of one new 2024 Ford F150 4x4 Regular Cab Pickup Truck for \$51,634.00 (excluding HST).

Carried

j) Front Loader Tractor Tender (S. Rahman)

Saifur Rahman presented the report and reviewed the results of the tender. It was recommended by staff to award the tender to the lowest bidder.

A-54/24

Moved by C. Van Paassen

Seconded by R. Weisler

THAT the LPRCA Board of Directors accepts the tender submitted by Farm Power Equipment for the purchase of one new 2024 Mahindra 2660 HST Cab Front Loader Tractor (Mahindra 2660 HST, Cab, Loader & Bucket) for \$58,013.80 (excluding HST).

Carried

k) Riding Mower Tender (S. Rahman)

The report was presented by Saifur Rahman. The results of the tender were reviewed and staff recommended awarding the tender to the lowest bidder.

A-55/24

Moved by T. Masschaele

Seconded by J. Palmer

THAT the LPRCA Board of Directors accepts the tender submitted by Norfolk Tractor for the purchase of one New 2023 or 2024 Model Year Zero Turn Mower (Kubota ZD1011-3-54) for \$17,300 (excluding HST).

Carried

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Tom Masschaele, Jim Palmer, Stewart Patterson, Rainey Weisler, Chris Van Paassen, Peter Ypma

I) Septic Disposal Services Tender (A. LeDuc)

Aaron LeDuc reviewed the report and tender results. It was recommended by staff to award the tender to the lowest bidder for each conservation area. There were no questions.

A-56/24

Moved by D. Brunton
Seconded by J. Palmer

THAT the 2024 contract for septic services at Backus CA, Deer Creek CA and Norfolk CA be awarded to Bayside Septic Services 2012 Inc.,

AND

THAT the 2024 contract for septic services at Haldimand CA and Waterford North CA be awarded to Frankie’s Pumping.

Carried

7:54pm

11. Closed Session

A-57/24

Moved by P. Ypma
Seconded by R. Weisler

THAT the LPRCA Board of Directors does now enter into a closed session to discuss:

- A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Authority, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization (UTV tender).

Carried

The Board reconvened in open session at 8:13 p.m.

The closed meeting minutes of the Board of February 7, 2024 was approved in the closed session.

A-58/24

Moved by C. Van Paassen
Seconded by T. Masschaele

WHEREAS, no qualifying tenders were received for the Utility Task Vehicle (UTV) tender,

AND

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Tom Masschaele, Jim Palmer, Stewart Patterson, Rainey Weisler, Chris Van Paassen, Peter Ypma

THAT the LPRCA Board directs staff to request quotes as per the purchasing policy.

Carried

Next meeting: May 1, 2024, Source Protection Authority and Board of Directors, 6:00pm.

Adjournment

The Chair adjourned the meeting at 8:15 p.m.

Robert Chambers
Chair

Judy Maxwell
General Manager/Secretary-Treasurer

/dm

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Tom Masschaele, Jim Palmer, Stewart Patterson, Rainey Weisler, Chris Van Paassen, Peter Ypma

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MINUTES DELHI BIA

Thursday April 4, 2024

IN ATTENDANCE: Susie Huyge, Andy Putoczki, Michelle Noorenberghe, Mark Spence, Les Berta, Brandon Marques, Dave Matthews, Joyce Verbrugge, Dana Hicks, Mike Columbus, Susan Gardner, Andrew Gunn, Lindsay Kallehoshi, Genevieve Scharback

1. WELCOME & INTRODUCTIONS

Michelle welcomed everyone. The meeting began at 6:10 pm at the Hungarian Hall.

2. DECLARATIONS OF PECUNIARY INTEREST

None were reported.

3. REVIEW AGENDA

A motion by Les, seconded by Dana was made to adopt the agenda after some additions were added and was carried.

4. ACCEPTANCE OF THE MINUTES

The minutes were read. A motion by Dana and seconded by Andy was made to adopt the minutes and was carried.

5. BY-LAWS. Genevieve Scharback, county clerk from Norfolk, brought copies of the bylaws and handed them out to the

members. She stated that the bylaws could be changed. They are easy to fix as long as the amendment is brought before council. The Code of Conduct for the county is to be updated. Any input by the committee would be appreciated. The code needs to be open and transparent. Definition of a conflict of interest....If it costs you a nickel or you make a nickel it is a conflict of interest.

Mark requested we remove the Bylaw Committee from future agendas since the bylaws are now complete.

6. GRANTS: Susie reported that she and Les had applied for a grant to purchase some furniture for downtown, as well as new planters, plants and dirt as well as murals from My Main Street grant program. Andrew Gunn explained the mural program. In January, Andrew met with Victoria to help develop murals for downtown Delhi. Private sector money will be available but grant money will be needed to complete the project. In order to go forward with the murals, walls with high visibility need to be identified, money needs to be available and artists hired. It was decided to form a 3 member committee to help with identifying wall space and report back to the BIA. Committee to be formed by the next meeting.
7. SOCIAL MEDIA: Ownership of the website has been transferred from Les to the BIA. Michelle stated the website is now up and running.
8. EASTER/HALLOWEEN PROMOTIONS: the Easter promotion was well attended with over 200 children participating. Les made a suggestion that we upload some pictures to the social media

forum. A draw for the winners of the BIA Bucks was made at the meeting and Michelle will notify the winners.

9. MUSTANG CAR SHOW: Les, Mark and Dave to work together on the car show. The posters are done and the committee will be handing them out. Les is looking for one more food vendor as well as a clothing vendor. It was suggested getting a t shirt designed for the car show.

10. CHRISTMAS LIGHTS/FLAGS: Les reported one of the street lights was struck and needed to be removed. Norfolk county removed the standard and the incident was reported to the insurance company.
Les has ordered all the flags and it was decided to get them up by May 24.

11. PLANTERS/TREES: Susie to contact Adam Kannaway regarding the planting of the trees in Memorial park.

12. MINI MURALS: no report

13. NORFOLK COUNTY: Mike Columbus stated that construction will begin at the intersection of Church and King in April. The planning committee has agreed to some building to take place on the north part of the Golf Course estates but has objected to 800 houses. Sue Gardner and Lindsey reported on the recent Innovation Forum that took place in Simcoe. The tobacco sign will be removed and

replaced. Various other signs will be removed and replaced to be consistent. They also reported an Insider Guide to Norfolk County will be out in May with 15,000 copies being printed. Susie will meet with the Economic committee in the future and report back to the BIA. Mark Spence also attended the forum for the Chamber. The forum was well attended with 150 participants. Featured the future plans for the county and can be found on the website.

14. TRESURER'S REPORT: Joyce reported that the financial statement was the same as March.

15: NEW BUSINESS:

Michelle mentioned new business Raise the Woof. Joyce will send a plant from the BIA.

16.ADJOURNMENT: meeting was adjourned by Dana, seconded by Mark and was carried. Next meeting May 2, 2024

Economic Development Advisory Committee Minutes

The Corporation of Norfolk County

April 17, 2024

5:00 p.m.

Virtual Meeting

Members Present: Michelle Kloepfer, Chantal Zorad, Amie Ferris, Gordon Rollo, Peter Albano

Members Absent: Helene LaRoche, Councillor Adam Veri

Staff Present: J. Regan, Director, Strategic Innovation and Economic Development K. Vandenbulck, Committee Coordinator,

1. Call to Order

Chair Amie Ferris called the meeting to order at 5:02 p.m.

2. Approval of the Agenda

Resolution No. 25

Moved By: Michelle Kloepfer

Seconded By: P. Albano

That the agenda be approved as presented.

Carried.

3. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

4. Approval of Previous Minutes

Resolution No. 26

Moved By: Michelle Kloepfer

Seconded By: Gordon Rollo

That the following minutes be approved as approved:

- Economic Development Advisory Committee Meeting Minutes - March 15, 2024
- Economic Development Advisory Committee Meeting Minutes - February 28, 2024

Carried.

5. Deputations

There were no deputations.

6. Presentations

There were no presentations.

7. Matters to be Considered

7.1 Committee Workplan

The committee discussed and worked on a workplan for their term.

Committee member Chantal Zorad joined the meeting at 5:12 p.m.

8. Other Business

Resolution No. 27

Moved By: Chantal Zorad

Seconded By: Michelle Kloepper

That the following be received for information:

8.1 New Economic Development Coordinator Hired / Staffing Update

John Regan, Director, Strategic Innovation and Economic Development, provided the committee with a staffing update.

8.2 Business Retention and Expansion Update

John Regan, Director, Strategic Innovation and Economic Development, provided update and responded to questions.

8.3 Ride Norfolk Updates and Stats

John Regan, Director, Strategic Innovation and Economic Development, provided an update on Ride Norfolk and responded to questions.

8.4 SCOR Update - Enbridge Gas

John Regan, Director, Strategic Innovation and Economic Development, provided an update on SCOR - Enbridge Gas.

8.5 Request for Proposal for the Community Improvement Plan - Update

John Regan, Director, Strategic Innovation and Economic Development, provided an update on the RFP for the Community Improvement Plan.

8.6 Request for Proposal - Quality of Life for Workers in Norfolk County - Update

John Regan, Director, Strategic Innovation and Economic Development, provided an update on the RFP for the Quality of Life for Workers in Norfolk County.

8.7 Ontario Food Cluster

John Regan, Director, Strategic Innovation and Economic Development, provided the committee with an update on the Ontario Food Cluster and responded to questions.

8.8 Ontario Economic Development Summit - Connecting the GTA

John Regan, Director, Strategic Innovation and Economic Development, provided an update on the Ontario Economic Development Summit - Connecting the GTA and responded to questions.

8.9 Tourism Update

John Regan, Director, Strategic Innovation and Economic Development, provided a Tourism Update and responded to questions.

8.10 Digital Service Squad

John Regan, Director, Strategic Innovation and Economic Development, provided an update on Digital Service Squad and responded to questions.

8.11 Norfolk Edge Newsletter

John Regan, Director, Strategic Innovation and Economic Development, provided an update on the Norfolk Edge Newsletter and responded to questions.

8.12 Innovation Frontier Forum

John Regan, Director, Strategic Innovation and Economic Development, provided an update on the Innovation Frontier Forum.

8.13 TRI County Economic Development Meetings

John Regan, Director, Strategic Innovation and Economic Development, provided an update on the TRI County Economic Development Meetings and responded to questions.

Carried.

9. Next Meeting

Resolution No. 28

Moved By: Michelle Kloepfer

Seconded By: Chantal Zorad

That the 2024 meeting schedule be amended to change the meeting start time from 5:00 p.m. to 9:30 a.m. The Meeting schedule is as follows:

Wednesday, May 15, 2024 @ 9:30 a.m.

Wednesday, June 19, 2024 @ 9:30 a.m.

Wednesday, September 18, 2024 @ 9:30 a.m.

Wednesday, October 16, 2024 @ 9:30 a.m.

Wednesday, November 20, 2024 @ 9:30 a.m.

Carried.

10. Adjournment

Resolution No. 29

Moved By: Chantal Zorad

Seconded By: Gordon Rollo

That the meeting be adjourned at 6:30 p.m.

Carried.

Chair:

Recording Secretary:



Downtown Simcoe BIA
 (Business Improvement Area)
 MINUTES OF
 Monthly Board of Management Meeting

DATE: Wednesday January 17, 2024 at 12:00 Noon LOCATION: JK’s Restaurant, Simcoe
 PRESENT: Board Members: Brian Jones, Lyndsey Ross, Marianne Ward, Councilor Doug Brunton, Kathy-Ann Judy Fearon, Laura Downey (Quorum = 5)
 STAFF: Les Anderson
 GUESTS:
 REGRETS: Shauna Poulton (OPP), John Regan (Norfolk County), Sue Gardner (Norfolk County), Councilor Alan Duthie, Tiana Moe, and Judy Phibbs (staff)

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| 1. | <p><u>Call to Order / Welcome / Declaration of Pecuniary Interest / Review of Agenda</u></p> <p>Brian Jones chaired the meeting and called the meeting to order at 12:00 noon. Brian reviewed the Agenda. There were no additions to the Agenda. Brian Jones declared a pecuniary interest in items related to the digital services provided to the Simcoe BIA as he is a partner in Shop Our Town. There were no other declarations of pecuniary interest.</p> |
| 2. | <p><u>John Regan and Sue Gardner, Norfolk County Strategic Innovation & Economic Development</u></p> <p>John Regan and Sue Gardner were unable to attend the meeting. They will be invited to the February 14 meeting.</p> |
| 3. | <p><u>Shauna Poulton – OPP</u></p> <p>Shauna was unable to attend the meeting. Attached is the December 2023 OPP Report provided by Shauna and the Year-To-Date Report of the Norfolk OPP Occurrences. This was emailed to all board members prior to this meeting.</p> <p>MOTION</p> <p>Moved by: Kathy-Ann Judy Fearon Seconded by: Doug Brunton</p> <p>That the December 2023 OPP Report and the Year-To-Date Report of the Norfolk OPP Occurrences be accepted as presented.</p> <p>Motion Carried</p> |

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| <p>4.</p> | <p><u>Acceptance of Minutes – December 10, 2023</u></p> <p>MOTION</p> <p>Moved by: Lyndsey Ross Seconded by: Marianne Ward</p> <p>That the meeting minutes of December 10, 2023, meeting and the Amendment to the meeting minutes of November 8, 2023, be accepted.</p> <p>Motion Carried</p> |
| <p>5.</p> | <p><u>Business Arising from the Minutes/Updates</u></p> <p>Items will be covered under Other Business.</p> |
| <p>6.</p> | <p><u>Correspondence</u></p> <ul style="list-style-type: none"> a) Letter to the Norfolk Detachment OPP regarding the sharing of costs for the security cameras was discussed. Councilor Doug Brunton commented that it is reasonable to expect the OPP to contribute to the cost since they are the primary user of the cameras. b) An email from Joe Botscheller, Past Treasurer, announcing his retirement from the Management Board effective December 15, 2023. c) An email from Cam Carter, Past Chair, announcing his retirement from the Management Board effective December 24, 2023. d) A letter was sent from the Simcoe BIA to members of Council and senior staff regarding the reduction in the grant request from \$14,000 to \$7,000. This will be discussed further under Other Business items 9a and 9b. <p>On behalf of the Board, Brian Jones expressed our sincere appreciation to Cam and Joe for their work on the board and their commitment to the Simcoe downtown.</p> <p>MOTION</p> <p>Moved by: Lyndsey Ross Seconded by: Laura Downey</p> <p>That the correspondence be received as information.</p> |

Motion Carried

7. Financial Report: Lyndsey Ross, Treasurer

Lyndsey Ross presented the Financial Report for December 2023, which was emailed to Board members in their agenda package. Lyndsey reported that she is in the process of setting up the financial information in the QuickBooks program. Les reported that there were some supplies purchased prior to yearend but the projected expenditures still reflects a surplus of approximately \$14,000 (unaudited). There were no questions or concerns from the board members.

MOTION

Moved by: Kathy-Anne Judy Fearon

Seconded by: Marianne Ward

That the Treasurer’s Financial Report for the month of December 2023 be accepted as presented.

Motion Carried

8. Committee Reports for Board Discussion

Executive Committee: Did not meet.

Communications / Special Events: RFP for Marketing and Digital Services

Lyndsey provided an update on some of the events and mentioned that the Valentine’s Day Contest will be taking place again this year. The draw will take place on Wednesday February 14.

RFP for Marketing and Digital Services

Lyndsey introduced the draft RFP for Digital Services and asked for discussion. Councilor Doug Brunton said that in his discussions with County staff, Norfolk County is looking at taking over the digital services for the Simcoe BIA. This could result in savings to the BIA. However, it would not be entirely free as there would probably be an interdepartmental charge for their services.

Some board members expressed their concern that the County Communications Department would not be able to provide the level of service that the BIA requires. It was suggested that Norfolk County be provided a copy of the RFP so that they may consider providing a proposal. Les also mentioned that the RFP will not be distributed until the Purchasing Policy has been approved. Councilor Doug Brunton wanted to be assured that the RFP would not be made public until the Purchasing Policy has been completed and approved by Norfolk County.

MOTION

Moved by: Lyndsey Ross

Seconded by: Kathy-Anne Judy Fearon

That Councilor Doug Brunton’s comments regarding Norfolk County’s interest in the BIA’s digital services and his concern about the RFP following the completion of the Purchasing Policy be received as information, and further that, the RFP for Digital Services not be distributed until the Purchasing Policy is finalized.

Motion Carried

Brian provided an overview of the various events and projects that the Simcoe BIA has been involved with over the past five years.

MOTION

Moved by: Lyndsey Ross

Seconded by: Laura Downey

That the Communications Report be received as information.

Motion Carried

9. Other Business / Round Table

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| a) | <u>Update on the Simcoe BIA Budget Approval From Norfolk County</u> The 2024 budget was approved by Norfolk County Council with the change in the grant request of \$14,000 to \$7,000. |
| b) | <u>Deputation to Council In Committee on January 16, 2023 – re Request for the Grant</u> Les summarized the deputation and felt that it was clear that the Simcoe BIA grant request was not going to change from the \$7,000 amount that was approved. Councilor Doug Brunton provided his comments on the grant request versus the cost for the County to provide the same level of service. A motion by Councilor Brunton at the Council-In-Committee meeting to get additional information on the waste collection program was narrowly approved. |
| c) | <u>Update on the Simcoe BIA Purchasing Policy</u> Les mentioned that there have been a number of changes going back and forth between Treasurer Amy Fanning and himself. Hopefully the policy will be completed soon and the Norfolk County Treasurer can sign off on the document. |

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| | <p>Councilor Brunton asked that the RFP for Digital Services not be released until the Purchasing Policy has been approved.</p> |
| d) | <p><u>Update on the Installation of the Robinson St. Poles and Lights</u> Les provided an update on the delivery of the equipment. The light fixtures have arrived and are stored in the County works yard. The posts should be delivered this week. Buch Electric will be removing the cameras prior to the work beginning. Bill Cridland, Norfolk County, has offered to assist with sectioning the road off when required.</p> |
| e) | <p><u>Update on the Lights Installed on Colborne St. North</u> Les mentioned that the BIA has received a number of complaints about the condition of the poles, the type and length of bolt used to attach the lights and the length of time it took to get the lights up following the completion of the roadwork. There appears to be two poles missing and Les is following up with County staff. A security camera is missing as well and we may have to access our insurance to replace it if it cannot be found.</p> |
| f) | <p><u>Update on the Grant Applications</u> Les provided an update on the grant submissions. The application for a summer student has been submitted and we have received verbal confirmation that the application is completed properly. Other grant applications will be following throughout February and March.</p> |
| g) | <p><u>2023 Budget and Projections to Year End as of December 31, 2023</u> Les noted that the expenditures to year end were a little less than what he anticipated. The unaudited surplus for 2023 is approximately \$16,400.</p> |
| h) | <p><u>Update on the 2023 Total Cost of the Waste Collection by the Simcoe BIA</u> Les reported that the waste collection for 2023 cost \$15,965, which is \$1,965 greater than the grant received from Norfolk County. The over expenditure was covered by savings in other areas of our budget. This information has been provided to Norfolk County staff as well.</p> |
| i) | <p><u>Update on Information Binders for Directors Including Job Descriptions</u> Les said that the binders are being put together and will be available soon. There is a section for the Simcoe BIA By-law, the Code of Conduct. Policies, Training, Provincial information for BIA's and board minutes.</p> |
| j) | <p><u>Property Taxes Versus a Levy Applied to Not For Profit Charitable Organizations</u> Just prior to the meeting, Les received correspondence from Rob Fleming, Norfolk County, regarding the assessment amounts per property type. The total assessed value currently being used to</p> |

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| | <p>calculate the BIA levy is \$40,894,227. Les will get more information from Rob on the levy portion and charitable organizations.</p> |
| <p>k)</p> | <p><u>Update on Parking Studies Completed for Downtown Simcoe – 2022 and 2023</u> Les had contacted Brandon Sloan, Norfolk County, regarding reports from parking studies that had been completed downtown. Brandon is not aware of any reports being written. Bill Cridland, Norfolk County, replied that he was not aware of any reports but they will be finalizing the County wide study soon and there will be a written report for it.</p> |
| <p>l)</p> | <p>The Simcoe BIA will be holding a brainstorming session for the downtown businesses on January 31 at Lynnwood Arts. Les was instructed to invite Brandon Sloan, John Regan and Susan Gardner to the BIA Brainstorming Session on January 31.</p> |
| <p>m)</p> | <p><u>Amplify Norfolk</u> The board discussed Amplify Norfolk and the requirements for applying for funding. Les suggested that the Amplify Norfolk grant application be used for the Friday night kickoff for the Heritage and Friendship Festival. The board agreed. There were a number of questions regarding the application, the effect of Amplify Norfolk on tourism in Norfolk County and what are the key performance guidelines or indicators for the grant.</p> <p>MOTION</p> <p>Moved by: Councilor Doug Brunton Seconded by: Lyndsey Ross</p> <p>That Brandon Sloan, Norfolk County, be invited to the February 14 board meeting to discuss Amplify Norfolk.</p> <p>Motion Carried</p> <p>n) <u>Downtown Friday Nights</u> Brian introduced the idea of creating Artisan’s Alley. This concept was developed a number of years ago for the Simcoe BIA but was not implemented. Brian had a map/diagram of how the Artisan’s Alley could look. There would be some work to do prior to such as grading the alley and doing a cleanup. The Alley could host live music and vendors. Brian has also talked to the owner of a wrestling business about possibly doing a performance at the Kent St. South parking lot.</p> <p>More information will come to Committee and the board for discussion.</p> |

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| | <p>o) <u>Argyle St. Parking Lot</u> Les mentioned that the Argyle St. parking lot has been scheduled for a rebuild in the past couple of years. He will find out if it is happening this year.</p> <p>p) <u>Downtown Dragon’s Den</u> Brian introduced the concept of having a contest to offer assistance to someone wanting to open up a business in the downtown Simcoe BIA area. It would be a four month campaign and proposals would be accepted and a committee would pick the winning proposal. It needs to be a business that will fit with our downtown and one that will be part of the future. We would need to work with the property owner of a vacant space to see if they would like to contribute to the cost. Brian mentioned that Venture Norfolk would be interested in this proposal. A meeting will be set up with Venture Norfolk, Brian and Les. More information will follow.</p> <p>q) <u>Friday the 13th Event</u> Clarence raised the idea of having a Friday the 13th event to coincide with the event in Port Dover. Given the traffic that goes through the downtown we could participate by having business people dress up for Friday 13th or have window decorating. The next Friday the 13th is Friday September 13, 2024. The board agreed that this would be something to look into further. More information will follow.</p> |
| <p>11.</p> | <p>MOTION</p> <p>Moved by: Laura Downey Seconded by: Marianne Ward</p> <p>That the Simcoe BIA Board of Management meeting be adjourned at 1:45 PM.</p> <p>Motion Carried</p> <p><u>Next Meeting Date:</u> Wednesday February 14, 2024., 12:00 noon at JK’s Restaurant</p> |



Downtown Simcoe BIA
 (Business Improvement Area)
 MINUTES OF
 Monthly Board of Management Meeting
 (Quorum = 5)

DATE: Wednesday February 14, 2024 at 12:00 Noon LOCATION: JK’s Restaurant, Simcoe
 PRESENT: Board Members: Brian Jones, Lyndsey Ross, Marianne Ward, Councilor Doug Brunton,
 Kathy-Ann Judy Fearon, Laura Downey
 STAFF: Judy Phibbs, Les Anderson
 GUESTS: John Regan (Norfolk County), Morgan Xiola (Mobile Mend)
 REGRETS: Councilor Alan Duthie, Clarence Burke, Tiana Moe, Shauna Poulton (OPP)

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| 1. | | <p><u>Call to Order / Welcome / Declaration of Pecuniary Interest / Review of Agenda</u></p> <p>12:00 Noon. Brian Jones chaired the meeting, called the meeting to order. Brian reviewed the Agenda. No additions to the Agenda. Brian Jones declared a pecuniary interest in items related to digital services provided to the Simcoe BIA as he is a partner in Shop Our Town. There were no other declarations of pecuniary interest.</p> |
| 2. | | <p><u>Strategic Innovation & Economic Development – John Regan, Norfolk County</u></p> |
| | a) | <p>Currently prioritizing 40 items for the 4-year plan with help of EDAC. Economic Development staff, volunteers and Council, with help from the community, are identifying the red and green flag issues. BRA program soft launch this April. Funds available through the County. Multi-prong approach to targeted industries ie. large manufacturers. The 2nd phase is a voluntary position. Want to provide a level of service everyone wants/needs. Quite comprehensive. Need follow-up with those businesses. Additional: quality of life to workers in Norfolk County (all residents, migrant workers). What have we learned in one year? Will look back and review. Diversity and equity inclusion. Working with Melissa in Heritage & Culture. Seems to be fairly lacking in equity & inclusion in Norfolk County (common everywhere).</p> |
| | b) | <p>Community Improvement Plan (CIP) grant provided by Norfolk County \$150K. Didn’t spend it all but program is ongoing. Program is archaic. Looking to upgrade façade program and other items relating. Lyndsey mentioned that there were “hiccups”. A survey will go out. Currently approved or denied in approximately 2 weeks.</p> |
| | c) | <p>March 8 – Hosting a Women’s Day to celebrate International Women’s Day. More information to come. Will ask BIA for help with this and also with other programs. Engaging with CIP mission is critical.</p> |
| 3. | | <p><u>Shauna Poulton – OPP</u></p> <p>Shauna was unable to attend. Attached January 2024 OPP Report and Year-To-Date Report of the Norfolk OPP Occurrences was emailed to all board members prior to this meeting. Brian mentioned that our numbers are down. We have good policing without making people feel uncomfortable.</p> |

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| | <p>MOTION</p> <p>Moved by: Laura Downey Seconded by: Marianne Ward</p> <p>To accept the January 2024 OPP Report and the Year-To-Date Report of the Norfolk OPP Occurrences presented.</p> <p>Motion Carried</p> |
| <p>4.</p> | <p><u>Morgan Xiola from Mobilemend</u></p> <p>Wants to connect with the community again this year through the Easter Egg Hunt. It was well attended last year. Planning to give out gift basket treats. Will design the Hunt map and promote through social media. Anyone interested, please contact Morgan. Brian explained that the BIA can also actively promote the Easter Egg Hunt and get downtown businesses involved. Will revisit after February 26 . As of today's date, 20 businesses are onboard already and Morgan will advise if more are added. Under 5 of these are outside of the BIA area. Communications/Promotions Committee will connect after Feb 24.</p> |
| <p>5.</p> | <p><u>Acceptance of Minutes – January 10, 2024</u></p> <p>MOTION</p> <p>Moved by: Lyndsey Ross Seconded by: Marianne Ward</p> <p>To accept the January 10, 2024 meeting minutes.</p> <p>Motion Carried</p> |
| <p>6.</p> | <p><u>Business Arising from the Minutes/Updates</u></p> <p>Items will be covered under Other Business.</p> |
| <p>7.</p> | <p><u>Correspondence</u></p> <p>1. Joy Allgood / Dave Kent: Request for donation for “Best Bard Bits” theatre at the Lynnwood Park Gazebo. We can't meet their sponsorship levels. Lyndsey mentioned concern with businesses requesting sponsorship for their business. Deferred.</p> <p>ACTION ITEM: Les to follow up with Dave Kent for more information.</p> |

2. OPP declined our request for security camera system operating cost funding. Even though our request was sent to both OPP and Police Services Board, we thought the request for funding would go through PSB to deal with. Question: Can we make a presentation to PSB and request funding from them? Les checked with other BIA's and found that we are the only BIA that own and operate cameras. We will reach out to Councilor Kim Huffman (cc Mayor Amy Martin) to see if we are able to do a presentation to her. Councilor Doug Brunton will attend if/when Councilor Huffman approves.
3. Make A Wish Foundation: Request for sponsorship/advertising at their July 12, 2024 Concert being held at the CIBC Auditorium, Simcoe Fairgrounds. The BIA does not donate to this event as businesses within the BIA are already being solicited for donations.

MOTION

Moved by: Lyndsey Ross

Seconded by: Councilor Doug Brunton

Motion to accept the correspondence presented and to make arrangements for a deputation to the Police Services Board.

Motion Carried

8. Financial Report: Lyndsey Ross, Treasurer

The Financial Report for January 2024 was emailed to Board members, who reviewed it and had no questions or concerns. Lyndsey reported breakdown of expenses. Payroll expenses were not included. Shurlok Storage is a full year rental for 2 units.

MOTION

Moved by: Lyndsey Ross

Seconded by: Marianne

To accept the January 2024 Treasurer's Report.

Motion Carried

9. Committee Reports for Board Discussion

Executive Committee: Brief meeting in January. Discussed garbage situation and also the brainstorming event held January 31.

Communications / Special Events: RFP for Marketing and Digital Services

Brainstorming event held January 31 at Lynwood Arts Centre with 17 people attending. Very good discussion and input from those attending. Another event will be held in April for the general public, and will require a larger space.

RFP for Marketing and Digital Services - To-date no proposals have been received for the Digital Services RFP. 5 copies sent out. 4 people have called of which 1 requested the RFP. Question period is coming to an end. A document is created to answer all questions through the County page (we missed the deadline). We have been promoting through our social media. Cutoff date is February 29, 2024.

BIA is participating at the Simcoe & District Chamber of Commerce’s Home & Lifestyle Show, a 3-day event being held March 1-3 at the CIBC Auditorium, Simcoe. The BIA has a 10’ x 10’ booth to promote the Downtown Simcoe BIA. More information will be in the BIA newsletter. There is no cost to BIA members if volunteering at the booth. The volunteer schedule is set for 2 hours increments. Currently trying to get a TV and cart to highlight photos from downtown events to play on a loop all weekend. Les confirmed with the Chamber that since you’re volunteering for the BIA, you won’t be charged admission.

ACTION ITEM: Les to send out an email this week to sign up for volunteering.

Downtown Dragons Den: Met a week and ½ ago with Venture Norfolk. Dragons is “Win-This-Space”. This would be similar to Norfolk County’s “Win This Space” program. Would be looking for proposals from entrepreneurs to apply for rental space. The outcome would be that the rent for one year would be covered. This is still in the planning stages, but it helps shape who we want as businesses downtown. Some possible spaces have been identified. We want it to be an all-around good experience. Hoping to launch for late April or May.

Looking to possible provide a welcome package for new businesses. Landlord would have to cooperate with this program.

MOTION

Moved by: Lyndsey Ross

Seconded by: Marianne Ward

To accept the Communications / Special Events report of January, 2023.

Motion Carried.

10. Other Business / Round Table

a) Election/Appointment of Chairperson for Beautification Committee: Lyndsey nominated Marianne Ward. Marianne accepted and requested direction for the role.

b) Clarification from Brandon Sloan: The BIA had requested clarification on if a secondary plan would be completed for downtown Simcoe. Brandon’s response was that there will not be a secondary plan specifically for the downtown area. However, the BIA will have an opportunity to have input on policy decisions when the Simcoe community development plan is underway. The BIA has

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| <p>c)</p> <p>d)</p> | <p>requested that Brandon and other County staff meet with the BIA board once the terms of reference are completed.</p> <p>Update on the Installation of Robinson St. Poles and Lights: The contractor has the permits required. Everything is here and work may start next week or the week after.</p> <p>Update on lights installed on Colborne St. North and the missing security camera: Les is not received a response from County staff and this has been referred to Jacob Columbus. Councilor Doug Brunton and John Regan will look into this because it's gone on long enough.</p> <p>ACTION ITEM: Les to forward correspondence to John Regan.</p> |
| <p>e)</p> | <p>Amplify Norfolk: 2 grants available: 2 x \$5K & 1 for 10K. Now changed to \$20K. We applied with our Friday Nights project.</p> |
| <p>f)</p> | <p>Process for filling board vacancies: 2 vacancies. County Clerk has advised Les to go ahead and advertise showing expectations. Will be advertised through our newsletter and social media.</p> |
| <p>g)</p> | <p>Audit for the year 2023. Required to get our documents by Feb 15 to MMR. A couple of documents need clarifying by Les and/or Judy.</p> |
| <p>h)</p> | <p>2024 BIA conference Sun, April 28-Wed, May 1. Refer to information attached for this meeting. Brian suggested that we send Les Anderson. Brian would like to attend also. This is a good conference to attend for the BIA. We will discuss later whether to send Les and Brian.</p> |
| <p>i)</p> | <p>Discussion: The future of garbage and recycling collection in the Downtown Simcoe BIA area. Les stated that the garbage collection and bulk items is currently being done by County. Paul Cole finished providing this service on January 31. The garbage pickup for the restaurants needs to be reviewed as only one restaurant is using it at this time. Norfolk County will pick up all bulk garbage. It was suggested that the BIA will need to call the County, they pick up and at year-end the County and BIA should have record of weight, # of pick-ups, etc. The \$7K was defeated 5-4 through Council. The County will need to be quick picking up the bulk items. Procedure will be: ticket # issued, record date/time we called it in. Need a discussion. We are the only BIA involved in garbage and recycling program. We lose \$ and business owners are paying for this through their taxes. We won't get the same pricing as we've had the last 4 years through Paul Cole. It will be more expensive. Councilor Doug Brunton noted that downtown businesses must report garbage to Norfolk County Public Works. Les questioned: do we want to be in the garbage/recycling business? If the county isn't going to do it, do we want to? Going back to Monday morning drive arounds take photos of garbage.</p> |

11. MOTION

Moved by: Marianne Ward
Seconded by: Kathy-Ann Judy Fearon

That the Simcoe BIA Board of Management meeting be adjourned at 1:20 PM.

Motion Carried

Next Meeting Date: Wednesday March 13, 2024. Location: JK's Restaurant



Downtown Simcoe BIA
 (Business Improvement Area)
 MINUTES OF
 Monthly Board of Management Meeting

DATE: Wednesday March 20, 2024 at 12:00 Noon LOCATION: JK’s Restaurant, Simcoe
 PRESENT: Board Members: Brian Jones, Lyndsey Ross, Tiana Moe, Marianne Ward, Councilor Adam Veri, Councilor Doug Brunton, Kathy-Ann Judy Fearon, Laura Downey, Clarence Burke
 STAFF: Les Anderson
 GUESTS: Trina Hogeveen
 REGRETS: Shauna Poulton (OPP), John Regan (Norfolk County), Judy Phibbs (staff)

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| 1. | <p><u>Call to Order / Welcome / Declaration of Pecuniary Interest / Review of Agenda</u></p> <p>12:00 Noon. Brian Jones chaired the meeting, called the meeting to order. Brian reviewed the Agenda. Councillor Doug Brunton requested that the location of board meetings be added to the Agenda. It will be item 6k on the Agenda. Brian Jones declared a pecuniary interest in items related to the marketing and digital services provided to the Simcoe BIA as he is a partner in Shop Our Town. There were no other declarations of pecuniary interest.</p> |
| 2. | <p><u>Acceptance of Minutes – February 14, 2024</u></p> <p>MOTION</p> <p>Moved by: Lyndsey Ross Seconded by: Marianne Ward</p> <p>That the meeting minutes of February 14, 2024, be accepted..</p> <p>Motion Carried</p> |
| 3. | <p><u>Business Arising from the Minutes/Updates</u></p> <p>Items will be covered under Other Business.</p> |
| 4. | <p><u>Correspondence</u></p> <p>There was no correspondence for this meeting.</p> |
| 5. | <p><u>Committee Reports for Board Discussion</u></p> |
| 5a. | <p>Communications / Special Events Committee:</p> |

Lyndsey Ross provided an update on the Easter Event coming up on March 30, 2024. There was some confusion around the map but that has been resolved and a new map will be printed. There are 50 downtown businesses participating in the event.

The motion regarding the extension of the existing contract with Shop Our Town will be dealt with later in this meeting.

MOTION

Moved by: Lyndsey Ross

Seconded by: Marianne Ward

To accept the Communications / Special Events Committee report of March 20, 2024.

Motion Carried

5b. Executive Committee:

With the permission of the Board, Chair Brian Jones deferred the two items 5b(1) and 5b(2) to the in camera session.

5c. Beautification Committee

Marianne Ward reported that the Beautification Committee will be having their first meeting on Tuesday April 2 at the BIA office. Tiana Moe requested that she be added to the committee.

MOTION

Moved by: Marianne Ward

Seconded by: Laura Downey

To accept the Beautification Committee report of March 20, 2024.

Motion Carried

6. Other Business / Round Table

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| a) | With the permission of the Board, Chair Brian Jones deferred item 6a to the in camera session. |
| b) | With the permission of the Board, Chair Brian Jones deferred item 6b to the in camera session. |
| c) | Norfolk County’s Code of Conduct and Board Members Acknowledgement of Receipt Les Anderson spoke about the importance of Norfolk County’s Code of Conduct and that Board members need to be familiar with it. He also mentioned that each Board member is being provided a binder of information related to being a board member. He distributed the binders and requested that all board members sign the acknowledgement of receipt of the Code of Conduct policy. |
| d) | With the permission of the Board, Chair Brian Jones deferred item 6d to the in camera session. |

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| <p>e)</p> | <p>Approval of Single Source Supply for the Hanging Flower Baskets Les explained the memo regarding the purchase of the hanging flower baskets for 2024. The Simcoe BIA initiated the Request for Quotes as per the Purchasing Policy, however Eising’s informed the BIA that they had already started the plants last fall and had assumed that they would be supplying the flowers in 2024. Les mentioned that this is only for 2024 and the Request For Quotations will be completed in the fall of 2024 for the year 2025.</p> <p>MOTION</p> <p>Moved by: Marianne Ward Seconded by: Tiana Moe</p> <p>That the Single Source Supply for the hanging flower baskets purchased from Eising’s be approved as a one-time approval for 2024 as per the memo included in the Board Agenda package.</p> <p>Motion Carried</p> |
| <p>f)</p> | <p>Installation of Robinson St. Lights and Poles Buch Electric has informed the Simcoe BIA that they are ready to do the installation and should be starting on Monday March 25, 2024. Les to follow up with Buch Electric.</p> |
| <p>g)</p> | <p>Financial Report Treasurer Lyndsey Ross reviewed the cheque report for the month of February and the 2024 Budget and Projections to Year End February 29, 2024. Les mentioned that the projected costs currently show a deficit at year end but that will change once we receive our first levy payment.</p> <p>MOTION</p> <p>Moved by: Lyndsey Ross Seconded by: Kathy Ann Judy Fearon</p> <p>To accept the Financial Report for the month of February 2024, as presented.</p> <p>Motion Carried</p> |
| <p>h)</p> | <p>Legal Discussion Regarding BIA Contests and Written Permission From Contestants Brian Jones spoke briefly about this item and suggested that he will bring back more information at a future meeting.</p> |
| <p>i)</p> | <p>OPP Report for the Month of February and the Year To Date Statistics Shauna Poulton was not able to attend the meeting. Les commented on the total statistics year to date. It was suggested that the Simcoe BIA do a video with Shauna to highlight the downtown from the police officer’s perspective.</p> |
| <p>6j)</p> | <p>John Regan, Director, Strategic Innovation & Economic Development John Regan was unable to attend the meeting and an update from Economic Development was not received.</p> |
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| | <p>6k) Location of BIA Board Meetings Councillor Doug Brunton raised the issue of having BIA Board meetings at a local restaurant. After discussing this with the CAO and the Clerk, they felt it may be more appropriate to have the meetings in the County’s Council Chambers. Les Anderson mentioned that many of the BIA’s rotate their meeting location in a way of supporting their members. He also mentioned that we could return to having the board meetings at the Simcoe BIA office.</p> <p>6l) In Camera Session Due to the expressed differences by board members on the procedures for an in camera session, the in camera session did not take place and the items were deferred to a future meeting.</p> |
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| <p>7.</p> | <p>Communications Committee Motion to Extend the Existing Contract For Marketing and Digital Services With Shop Our Town Chair Brian Jones reiterated his declaration of conflict of interest in the discussions related to the RFP for Marketing and Digital Services for the Simcoe BIA and he did not participate in the discussion or the voting regarding the RFP and the extension to the existing contract with Shop Our Town.</p> <p>Discussion took place about extending the existing contract with Shop Our Town given that the RFP for similar services has been suspended until issues with the purchasing policy are dealt with. The suggestion was for a three month period from April 1, 2024 to June 30, 2024. It was also suggested that the board consider a month to month extension to the contract.</p> <p>MOTION</p> <p>Moved by: Lyndsey Ross Seconded by: Kathy Ann Judy Fearon</p> <p>That the existing Marketing and Digital Services contract with Shop Our Town, approved by the Simcoe BIA Board of Management and Norfolk County Council, be extended to June 30, 2024.</p> <p>Motion Carried</p> |
| <p>8.</p> | <p>Moved by: Marianne Ward Seconded by: Kathy-Anne Judy Fearon</p> <p>That the \$4,000.00 retainer fee paid to Lehrner’s Law Firm be approved and that any funds leftover funds be returned to the Simcoe BIA.</p> <p>Motion Carried</p> <p>Meeting Adjournment</p> <p>Moved by: Marianne Ward Seconded by: Kathy-Anne Judy Fearon</p> |

That the Simcoe BIA Board of Management meeting be adjourned at 1:40 pm.

Motion Carried

Next Meeting Date: Wednesday April 10, 2024. Location: JK's Restaurant

2023 Downtown Simcoe BIA Board of Management



Downtown Simcoe BIA
 (Business Improvement Area)
 MINUTES OF
 Monthly Board of Management Meeting

DATE: Wednesday April 10, 2024 at 12:00 Noon LOCATION: JK’s Restaurant, Simcoe
 PRESENT: Board Members: Brian Jones, Lyndsey Ross, Tiana Moe, Marianne Ward, Councilor Adam Veri, Councilor Doug Brunton, Kathy-Ann Judy Fearon, Laura Downey, Clarence Burke
 STAFF: Les Anderson
 GUESTS: Stephen Khalla, Jonathon Shapira, Treena Hogeveen
 REGRETS: Shauna Poulton (OPP), John Regan (Norfolk County), Judy Phibbs (staff)

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| 1. | <p><u>Call to Order / Welcome / Declaration of Pecuniary Interest / Review of Agenda</u></p> <p>12:00 Noon. Brian Jones chaired the meeting, called the meeting to order. Brian reviewed the Agenda. Brian Jones declared a pecuniary interest in items related to the marketing and digital services provided to the Simcoe BIA as he is a partner in Shop Our Town. There were no other declarations of pecuniary interest. With the Board’s approval, the Executive Committee (7a) was moved to the end of the agenda.</p> |
| 2. | <p><u>John Regan, Director, Strategic Innovation & Economic Development</u></p> <p>John was unable to attend the meeting and a report was not received for the meeting.</p> |
| 3. | <p><u>OPP Report – Shauna Poulton and Year To Date Statistics</u></p> <p>Shauna was unable to attend the meeting but did provide her monthly report.</p> <p>MOTION</p> <p>Moved by: Lyndsey Ross Seconded by: Marianne Ward</p> <p>That the OPP Report for the month of March 2024 and the Year to Date Statistics be received as information.</p> <p>Motion Carried</p> |
| 4. | <p><u>Acceptance of the Board Minutes of March 20, 2024</u></p> |

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| | <p>MOTION</p> <p>Moved by: Lyndsey Ross Seconded by: Marianne Ward</p> <p>That the minutes of March 20, 2024, be approved.</p> <p>Motion Carried</p> |
| <p>5.</p> | <p><u>Business Arising From The Minutes</u></p> <p>Items are included under other business.</p> |
| <p>6.</p> | <p><u>Correspondence</u></p> <p>There was no correspondence for this meeting.</p> |
| <p>7.</p> <p>7a.</p> <p>7b.</p> <p>MOTION</p> <p>Moved by: Lyndsey Ross Seconded by: Clarence Burke</p> <p>Motion Carried</p> <p>7c.</p> | <p><u>Committee Reports for Board Discussion</u></p> <p><u>Executive Committee</u> Note: The Executive Committee report and discussion did not take place and items will be deferred until the May board meeting</p> <p><u>Communications / Special Events</u></p> <p>That the Communications/Events Committee report be received as information.</p> <p><u>Beautification Committee</u></p> <p>Marianne Ward reported that the committee met on Tuesday April 2, 2024, and discussed the Drive Thru Art Gallery Banner Program, the hanging flower baskets and the street level planters. The committee is looking into possibly purchasing new planters for Norfolk St. They are also exploring putting flowers on the bridge on Norfolk St. North.</p> |

Moved by: Councilor Doug Brunton
Seconded by: Kathy-Ann Judy Fearon

That the Beautification Committee report be accepted as information.

Motion Carried

8. Financial Report

Lindsey Ross, Treasurer, provided an overview of the March expenses. She also commented on the Profit and Loss Statement for the first quarter January 1 to March 31, 2024. Les provided some comments on the 2024 Budget and Projections to Year End March 31, 2024. He also mentioned that the Simcoe BIA has yet to receive any of the funding from the 2024 levy.

MOTION

Moved by: Lyndsey Ross
Seconded by: Tiana Moe

To accept the Financial Report as presented for March 2024.

Motion Carried

9. Other Business / Round Table

a) Request for Sponsorship for Make Art Theatre
The Board denied this request as they are already supporting the Simcoe Heritage and Friendship Festival with a sponsorship. The Board also felt that they only wanted to donate or sponsor not for profit organizations.

b) Request for Sponsorship From The Simcoe Heritage Friendship Festival
The Board discussed the request for sponsorship from the Simcoe Heritage Friendship Festival and the following motion was made.

Moved by: Lyndsey Ross
Seconded by: Laura Downey

That the Downtown Simcoe BIA provide a sponsorship to the Simcoe Heritage Friendship Festival in the amount of \$500 (Family Friend of the Festival) and the funds are to be used for the Friday Family Night.

Motion Carried

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| | <p>c) Update on the Amplify Norfolk Grant Application Included in the agenda package was a newspaper article about the outcome of the Grant Applications. There were no applications approved for funding. Our application did make the short list.</p> |
| | <p>d) Update on Property Taxes Versus A Levy Applied on a For Profit Business Located Within a Not For Profit Charitable Organization’s Building We have not been able to get an answer yet. Les is following up with the Regional Office of MPAC to get further clarification.</p> |
| | <p>e) Telephone Conversation With Kay Matthews, Executive Director, OBIAA On March 28, 2024, Brian and Les took part in a telephone conversation with Kay Matthews, Executive Director of the OBIAA. From that discussion, it was decided that the Simcoe BIA would invite Kay to make a presentation to Norfolk County’s Committee In Council on May 24 if possible. Les will confirm the date with the County Clerk.</p> <p>Lyndsey Ross left the meeting at 1:15 pm.</p> |
| | <p>f) Zoom Meeting With Sue Gardner, Senior Economic Development Officer, Norfolk County On Wednesday April 3, 2024, Brian and Les participated in the first monthly zoom meeting with Sue Gardner from Norfolk County Economic Development. Sue shared the plans and projects that Economic Development is involved with. The Simcoe BIA also provided their plans for 2024.</p> <p>Some of the County’s websites were discussed and the need to bring them up to date. Sue mentioned that the monthly zoom meetings will be done with all organizations in an attempt to understand what projects, programs and events are taking place across the County.</p> <p>The Simcoe BIA suggested that our monthly meeting take place on the first Wednesday of the month beginning at 10:00 am. Our next zoom meeting will be held on May 1, 2024.</p> |
| | <p>g) Retainer for Lerner Law Firm Brian explained that Lyndsey Ross had retained Lerner Law Firm for legal advice related to Norfolk County’s complaint sent to the Integrity Commissioner. The retainer fee of \$4,000.00 has already been paid by the Simcoe BIA prior to it coming to the board for approval. After some discussion, the board wanted to be sure that any expenditures like this will come to the board first for approval and any funds not used will come back to the Simcoe BIA.</p> <p>Lyndsey Ross was not present for the discussion and did not participate in the voting on the motion.</p> |

MOTION

Moved by: Marianne Ward

Seconded by: Kathy-Anne Judy Fearon

That the \$4,000.00 retainer fee paid to Lerner's Law Firm be approved and that any funds leftover to be returned to the Simcoe BIA.

Motion Carried

10.

Meeting Adjournment

Moved by: Tiana Moe

Seconded by: Laura Downey

That the Simcoe BIA Board of Management meeting be adjourned at 1:35 pm.

Motion Carried

Next meeting Date: Wednesday May 8, 2024. 12:00 pm. Location: JK's Restaurant

2024 Simcoe BIA Board of Management



Council Meeting – May 22, 2024

Subject: Development Application 28TPL2023316 – Gardens of Delhi
 Subdivision (Formerly Ryder Subdivision)
 Report Number: CD-24-001
 Division: Community Development
 Department: Planning
 Ward: Ward 3
 Purpose: For Decision

Recommendation(s):

That application 28TPL2023316, affecting the lands described as Part Lots 1 and 4, Block 26 and 42, Plan 189, Urban Area of Delhi, Norfolk County BE APPROVED with conditions and proposed draft-plan as attached as Appendix D and E respectively to Report CD-24-001.

AND FURTHER THAT all public input received for this application was considered as part of this decision.

Executive Summary:

This recommendation report is to evaluate an application for a Draft Plan of Subdivision submitted by G. Douglas Vallee Limited on behalf of Calibrex. The intent of the application would be to facilitate the establishment of 368 residential lots for the development of 123 Single Detached Dwellings, 184 Street Townhouses and 61 Dual Frontage Townhouses on municipal services. The draft plan of subdivision application was submitted concurrently with a zoning by-law amendment application (ZNPL2023320). The zoning by-law amendment application is already approved by the Council on December 19, 2023.

Pursuant to the Planning Act, R.S.O. 1990, C. P. 13, a Public Hearing was held on November 7th, 2023 to provide information and receive comments about the proposed development. Various comments were received by the public including concerns from residents pertaining to compatibility with surrounding land uses, traffic considerations, density, infrastructure and availability of public services/resources. The public comments were forwarded to the applicant to provide responses to the concerns. The purpose of this report is to make a recommendation regarding the proposed development.

It is the Staff's opinion that the subject application is consistent with the Provincial Policy Statement, 2020, and conforms to the intent of the Official Plan.

Discussion:

See [Public Hearing Report CD-23-090](#) for additional background information on the site, proposal and context.

Site Context:

The subject property is located on the south-western side of Delhi and is fully located within the Urban Boundary. The subject property has an area of approximately 14.82 hectares (36 acres). The surrounding land uses consists of primarily residential uses to the north and east, and agricultural land with some single detached dwellings to the west and south. The location of the subject property is shown below in Figure 1.

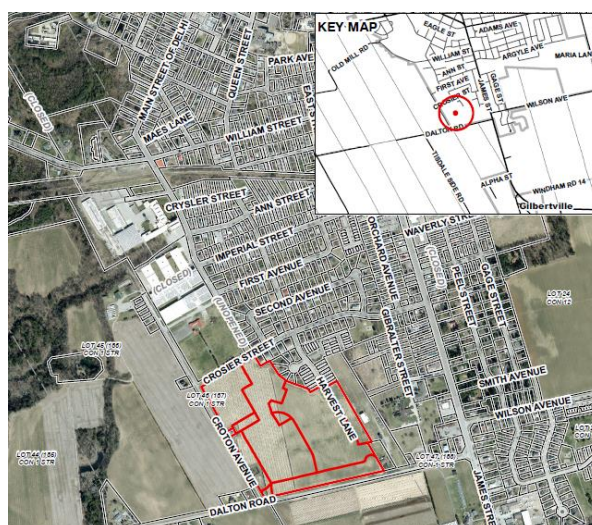


Figure 1: The subject lands and surrounding area.

Historically, the lands were the subject of a Zoning By-Law Amendment (Z-DE-27/90) to change the zoning of the subject lands from Agricultural and Development zone to Urban Residential Type 1 and Type 2 with a Holding for the purposes of facilitating a residential subdivision. The previous Draft Plan of Subdivision was to establish 147 single detached lots.

Due to the increase in demand for housing, the proposal has been revised for a total of 371 Residential Dwelling Lots. The required zoning change from R1-A and R2 to R1-B, R4 and OS with a holding to facilitate this 371 Residential Dwelling Lots was approved by Norfolk County Council on December 19, 2023. Through working with the developer, the total number of residential dwelling lots has been reduced to 368 lots in order to accommodate an additional access onto Dalton Road through the subdivision.

Proposal Summary:

The proposal is for a Draft Plan of Subdivision (28TPL2023316) to facilitate the development of a subdivision consisting of a total of 368 dwelling lots consisting of 123 single detached dwellings, 184 street townhouses and 61 dual frontage townhouses within the urban area of Delhi.

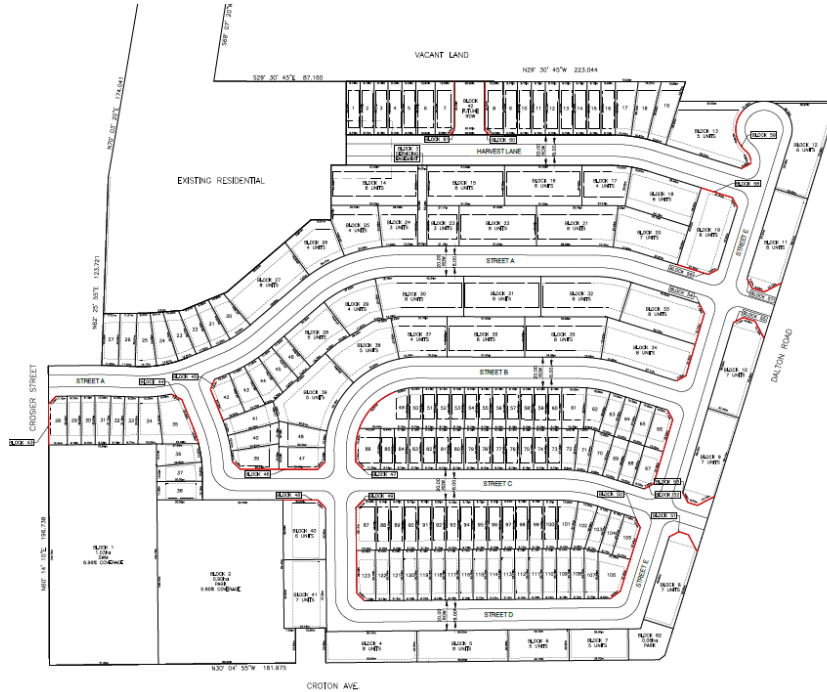


Figure 2: Proposed Draft Plan of Subdivision.

The Proposed Draft Plan of Subdivision is proposed to be constructed in 4 Phases.

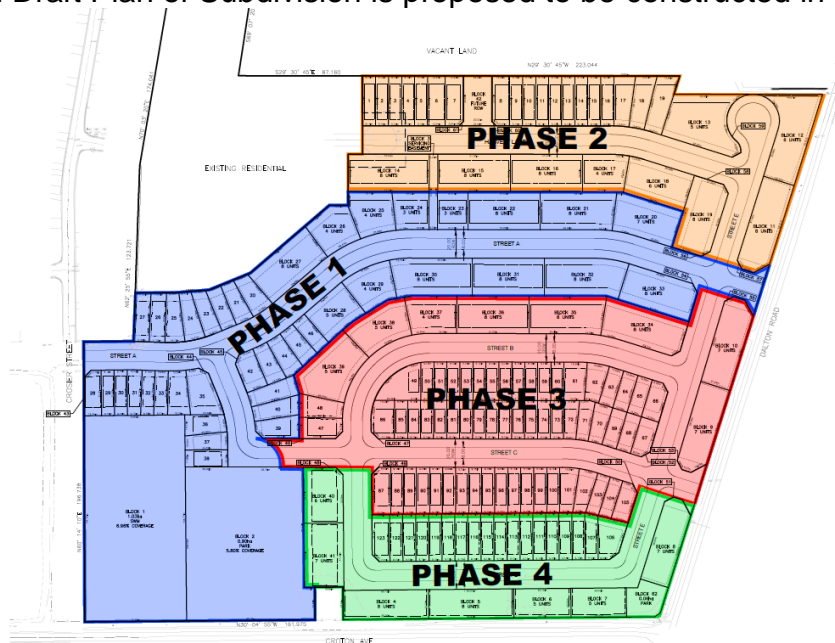


Figure 3: Proposed phasing plan for the Draft Plan of Subdivision.

The following are the distribution of residential lots and various blocks in 4 phases:

Phase 1: Block 1 (Swm Block), Block 2 (park block), Blocks 20 to 33 (Street Townhouses), Lots 20 to 46 (Single Detached), Block 43, 44, 45, portion of 46, portion of 54, 55, 56, and 57 as 0.3 meter Exterior Side Yard Reserves, Street A (Connection from Crosier Street to Dalton Road). (Total 113 total units).

Phase 2: Lots 1-19 (Single Detached), Block 13 to Block 19 (Street Townhouses), Block 11 to Block 12 for 13 Dual Frontage Townhouses. Block 58, 59, 60, 61 and 62 as 0.3 meter Exterior Side Yard Reserve Block, Part of Harvest Lane and Street E. (80 total lots).

Phase 3: Lots 47-105, Block 34-39 (Street Townhouses) Block 9 and Block 10 (Dual Frontage Townhouses). Block portion of 46, 47, 48, portion of 49, portion of 50, 51, 52, 53, portion of 54 as 0.3 meter Exterior Side Yard Reserve Block. Street B and Street C and Part of Street A and Part of Street E. (111 Total units).

Phase 4: Lots 106 to 123 (Single Detached Dwellings), Block 40 to Block 41 Street Townhouses), Block 4 to Block 8 (Dual Frontage Townhouses), Block 62 Park, portion of 49, portion of 50 as 0.3 meter Exterior Side Yard Reserve Block, Street D and Part of Street B and Part of Street E. (64 Total Units).

Table 1 below outlines the proposed number of specific dwelling types per each phase of the development.

Table 1: Dwelling Types per Phase

| Dwelling Types | Phase 1 | Phase 2 | Phase 3 | Phase 4 | Total |
|--------------------------|---------|---------|---------|---------|-------|
| Single Detached | 27 | 19 | 59 | 18 | 123 |
| Street Townhouses | 86 | 47 | 38 | 13 | 184 |
| Dual Frontage Townhouses | 0 | 14 | 14 | 33 | 61 |
| Total | 113 | 80 | 111 | 64 | 368 |

In support of this application, the applicant submitted the following reports:

- Planning Justification Report (G. Douglas Vallee Limited, September 2023)
- Traffic Impact Study (Paradigm, September, 2023)
- Functional Servicing Report, (G. Douglas Vallee Limited, September 2023)
- Phasing Plan (G. Douglas Vallee Limited, September 2023)
- Zoning Map (G. Douglas Vallee Limited, September 2023)

- Draft Plan of Subdivision (G. Douglas Vallee Limited, September 2023)
- Concept Elevation Plan (Big Sky)
- On-Street Parking Plan (G. Douglas Vallee Limited, November 2023)
- Phasing Plan (G. Douglas Vallee Limited, November 2023)

Consultation(s):

Technical Comments / Analysis:

The application was circulated for comments amongst Norfolk County Departments and applicable agencies. Comments of interest are outlined from Development Engineering, the Ministry of Transportation (MTO), Brant Haldimand Norfolk Catholic School Board, the Fire Department, Building Department, Zoning, Bell Canada and Canada Post.

On-Street Parking: Planning Staff requested that the applicant provide an On-Street-Parking Plan to assist in the justification for the reduced lot frontages. The Parking Plan indicates that in total there are 368 Units being proposed and that there are a total of 198 On-street parking spaces available throughout the proposed subdivision at a rate of 0.53 spaces per unit ratio. As a result of this, staff are of the opinion that since the subdivision can support a total of 198 on-street parking spaces, in addition to the parking of each respective dwelling lot, the reduced lot frontages will have minimal impacts as it pertains to parking. The On-Street Parking Plan provided by the applicant has been attached as Attachment F to this report.

Future Connection to Collector Road: Currently, the proposed Street A in the Draft Plan of Subdivision does not connect to the Collector Road - Main Street of Delhi. As shown below in Figure 4, Main Street of Delhi does not extend to or through the proposed development. This is portrayed in both the current and previous Official Plan Map Schedule E-4 and no future extension was identified to incorporate into the Official Plan as of yet, through any updated Integrated Sustainable Master Plan (ISMP) or Transportation Master Plan work. Although there is a potential to connect Main Street to the proposed development, this needs to be further reviewed during the draft plan stage. The Staff recommendation of this report is based on the information available at this time and based on the current Official Plan policies and schedules related to any future connection of potential roads. The road networks and transportation schedules of the Official Plan, relied on the technical work completed through the Integrated Sustainable Master Plan, and similarly would be updated pending any updates to the ISMP or other transportation master plan work. The Traffic Impact Study did not provide any detail in regards to the connection of a Collector Road; however, given the density of the development, at minimum an enhanced road with sidewalks on either side of the road would be consistent with the approach in other developments of similar density within the County.

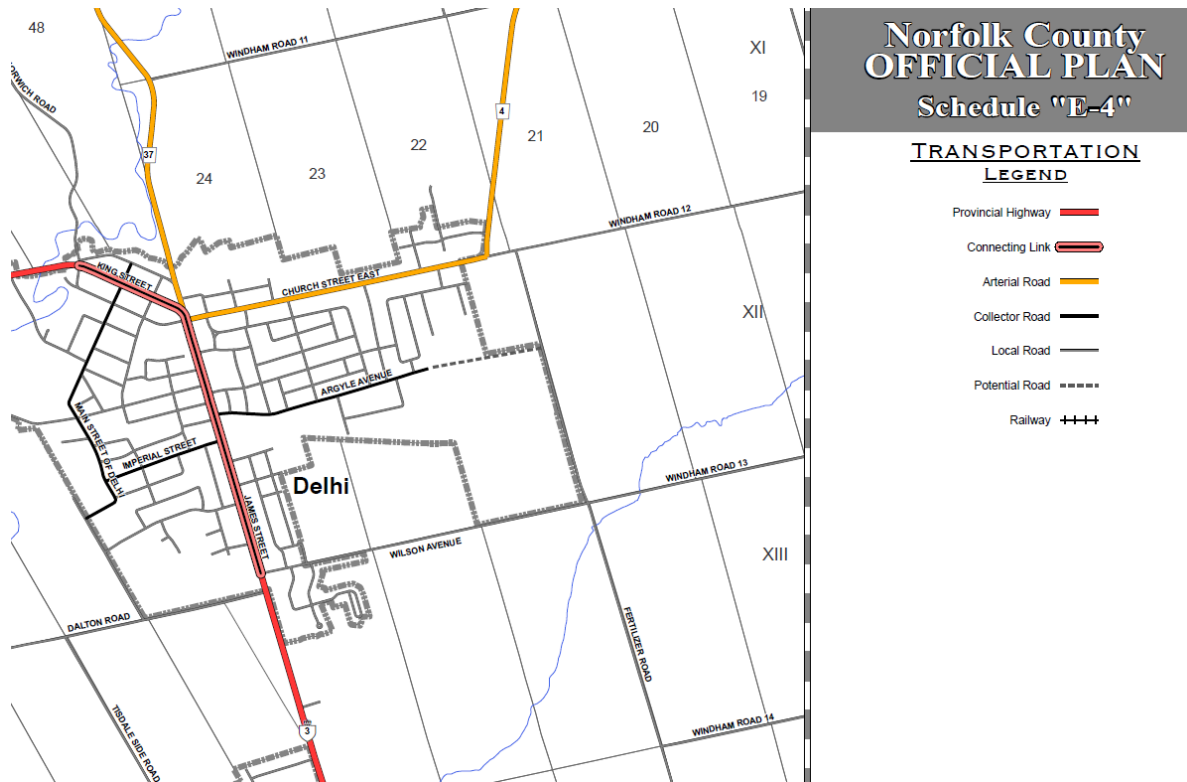


Figure 4: Norfolk County Official Plan Schedule E-4.

The full technical comments can be found in Attachment B: Technical Comments.

Regard for Public Comments and Statutory Public Hearing Committee Meeting:

The Statutory Public Meeting for the development application was held on November 7th, 2023 Public Hearings Committee meeting. At the Public Hearing meeting there were questions from Members of the Council. Staff also received public comments for the proposed development.

Public comments/concerns are outlined as follows:

- Storm water runoff concerns
- Lack of public services to accommodate population increase
- Property enjoyment and views
- Compatibility with existing residential development
- Traffic concerns
- Density, infrastructure and availability of public services concerns

The following is a summary of the questions from the Committee:

- Traffic considerations (entrances into subdivision)
- Ownership – Condominium vs Freehold
- Phased development approach

Regarding storm water runoff comments, the detailed grading and drainage plans will be reviewed at building permit submission stage. As it pertains to the increased density and related infrastructure concerns, the subject lands are within the Urban Boundary and are required to be fully serviced through municipal water and sewage systems. However, allocation of services will only be confirmed during the agreement stage and with a timeline for implementation, so that the available servicing capacity and conveyance are appropriately utilized.

The residential subdivision proposed is similar to other housing projects across the county. Staff are of the opinion that the proposed subdivision is compatible with the existing residential development as it provides a variety of different housing types throughout the development. The Public Hearing Committee also posed a question in regards to a phased development approach. The proponent outlined that the development would be carried out in a 4 phased approach in which the park and stormwater management pond would be developed within phase 1, as outlined above in Figure 3. Further to this, the proponent also outlined that the draft plan of subdivision would be a freehold type development.

In regards to traffic and the overall number of entrances into the development (3), the traffic impact study by Paradigm outlined that no physical improvements are warranted as a result of the 371 residential unit subdivision and traffic is considered with an acceptable level of service under existing and future time horizon's to 2036. A question was also asked in regards to whether Crosier Road would be extended and it was indicated that it would be determined through the traffic impact study. It was also indicated that the plan is to provide access from Dalton Road through Phase 1 of the project. It is also point worthy that the proposed development is partially within the MTO jurisdiction. An MTO development review has been completed. The conditions from MTO is incorporated within the recommended conditions of the Draft Plan of Subdivision.

Planning Considerations:

It is staff's opinion that the proposed application meets the intent of both the *Planning Act* and the Provincial Policy Statement, 2020 because it is an infill development introducing medium density residential growth and development. This application increases the amount of housing options available within the community. The proposed mix of housing and intensification is consistent with the relevant Official Plan policies. Additional planning commentary is contained within Attachment A to this report.

Financial Services Comments:

This application would have a positive impact on assessment growth and tax revenues. The amount of growth is dependent on the assessment of the properties by the Municipal Property Assessment Corporation (MPAC). Finance will work with Planning staff to administer any required security deposits of the potential development.

Norfolk County would also receive Development Charges as per the most recent Development Charges By-law. This would be offset by increased costs as a result of Norfolk County assuming the subdivision infrastructure, amenities and operating costs. Upon building permit issuance, Finance will help calculate the development charges, subject to any credits or exemptions, if they arise at that time.

As per report EIS 22-070 – Assumption of Subdivisions, to ensure that all impacts to the annual operating budget for municipal services and road maintenance are accounted for, a capital project for this new subdivision will be identified at the time of site plan approval to be included in the Capital Budget. This will allow for regular reporting on this subdivision and will provide Council with preliminary insight into the operating impacts to be experienced by the Council with approval. This process will also ensure appropriate accounting of subdivision assets going forward.

Strategic Plan Linkage:

This report aligns with the 2022-2026 Council Strategic Priority Building Norfolk - Develop the infrastructure and supports needed to ensure complete communities.

Explanation: The proposed development will provide additional residential dwellings with a mix of housing options within the urban boundary of Delhi which is needed to create complete communities.

Conclusion:

In conclusion, the proposed Draft Plan of Subdivision will result in increased density and growth while contributing to the County's growing housing need.

In summary, subject to the outlined conditions, it is staff's professional opinion that the proposed development meets the intent of the Official Plan and is consistent with the PPS. Staff, therefore, recommends approval of this application as described in the report CD 24-001 and related attachments.

Attachment D contains the recommended conditions of the Draft Plan of Subdivision approval.

Attachment(s):

- Attachment A – Existing Planning Policy and Zoning Considerations
- Attachment B – Technical Comments
- Attachment C – Public Comments
- Attachment D – Recommended Conditions of the Draft Plan of Subdivision
- Attachment E – Draft Plan of Subdivision
- Attachment F – On Street Parking Plan

Approval:

Approved By:
Brandon Sloan, BES, MCIP, RPP
General Manager
Community Development Division

Reviewed By:
Mohammad Alam, MPL, MUD, RPP, MCIP
Supervisor, Development Planning
Community Development Division

Prepared By:
Fabian Serra, M.Sc.(PI), MCIP,
Community Development Division
Planning Department

**CD-24-001 – 28TPL2023316 – Gardens of Delhi(formerly Ryder Subdivision),
Delhi**

Attachment A - Planning Policy and Zoning Considerations

Planning Act

Section 2 of the Planning Act outlines those land use matters that are of provincial interest and for which all county planning decisions shall have regard. The provincial interests that apply to development on this site are:

- (h) the orderly development of safe and healthy communities;
- (j) the adequate provision of a full range of housing, including affordable housing;
- (p) the appropriate location of growth and development and

Section 34 of the Planning Act permits amendments to the zoning by-law by Councils of local municipalities.

Provincial Policy Statement, 2020

The Provincial Policy Statement is intended to be read in its entirety, and the relevant policies are to be applied in each situation. Part IV: Vision for Ontario's Land Use Planning System provides the overall context for Ontario's long-term prosperity and social well-being. It states that efficient development patterns optimize the use of land, resources and public investment in infrastructure and public service facilities.

The subject land is within the settlement area as defined in the Provincial Policy Statement. Section 1.1.3.1 states that Settlement areas shall be the focus of growth and development. Section 1.1.3.4 states that appropriate development standards should be promoted which facilitate intensification, redevelopment and compact form, while avoiding or mitigating risks to public health and safety.

Policy 1.1.3.6 of the PPS states, "New development taking place in designated growth areas should occur adjacent to the existing built-up area and should have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities."

Policy 1.4.3 of the PPS states, "Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market through subsections a), b), c) d) e) and f).

The PPS defines Special needs as "any housing, including dedicated facilities, in whole or in part, that is used by people who have specific needs beyond economic needs, including but not limited to, needs such as mobility requirements or support functions required for daily living. Examples of special needs housing may include, but are not limited to long-term care homes, adaptable and accessible housing, and housing for

persons with disabilities such as physical, sensory or mental health disabilities, and housing for older persons.”

Planning Comments: *The subject lands are located within the Urban Area of Delhi. The lands were previously approved for 147 lot subdivision consisting of single detached dwellings exclusively. Due to current housing demand, the applicant has provided an updated draft plan of subdivision which looks to create a total of 368 residential lots. The plan consists of a variety of housing types, including single detached dwellings, townhouse dwellings and dual frontage townhouse dwellings.*

Section 1.6 of the PPS outlines policies surrounding Infrastructure and Public Service Facilities. Policy 1.6.1 b) states that infrastructure and public service facilities are to be integrated with land use planning and growth management while meeting current and projected needs.

Section 1.6.6 of the PPS outlines policies surrounding Sewage, Water and Stormwater.

Policy 1.6.6.1 a) outlines that planning for sewage and water services shall accommodate forecasted growth in a manner that promotes the efficient use and optimization of existing:

- 1) Municipal sewage and municipal water services; and
- 2) Private communal sewage services and private communal water services, where municipal sewage services and municipal water services are not available or feasible;

Subsection d) outlines that sewage and water services shall be integrated and considered throughout all stages of the planning process.

Policy 1.6.6.2 of the PPS states, that municipal sewage and water services are the preferred form of servicing for settlement areas to minimize potential risks to human health and safety. Within settlement areas existing municipal sewage and water services, intensification and redevelopment shall be promoted wherever feasible to optimize the use of services.

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

Planning Comments: *The proposed residential subdivision is to be fully serviced (both water and sewage) by the municipality. Staff are of the opinion that the proposed residential subdivision and Zoning By-Law Amendment are in conformity with the Planning Act and the PPS.*

Norfolk County Official Plan

The subject lands are currently designated “Urban Residential” in the Norfolk County Official Plan.

Section 2.2.3.2 of the Official Plan outlines objectives surrounding Maintaining and Enhancing the Rural and Small Town Character, in which policy e) states that “Develop land use patterns in the Urban Areas that are compact and efficient”.

Section 2.2.4.2 outlines the objectives of maintaining a high quality of life in that the County must provide a variety of housing forms, tenures and levels of affordability through development, redevelopment, intensification and infilling projects.

Planning Comments: *The proposed development consists of a variety of single detached dwellings and townhouse dwellings. The proposal includes a park and will look to increase the housing supply within Norfolk, specifically within the Urban Area of Delhi.*

Section 5.3 b of the Norfolk County Official Plan outlines policies surrounding Housing. This section outlines that the County is to ensure that a full range of housing types and densities are provided to meet the anticipated demand and demographic change, while meeting the social, health and well-being of both current and future residents, including those with special needs.

Section 5.3.1 Residential Intensification f) outlines a list of criteria in which infill development, intensification and redevelopment of sites is based on. The criteria is as follows:

- i. The development proposal is within an Urban Area, and is appropriately located in the context of the residential intensification study;
- ii. The existing water and sanitary sewer services can accommodate the additional development;
- iii. The road network can accommodate the traffic generated;
- iv. The proposed development is compatible with the existing development and physical character of the adjacent properties and surrounding neighbourhood;
and
- v. The proposed development is consistent with the policies of the appropriate Land Use Designation associated with the land.

Planning Comments: *A Traffic Impact Study (TIS) has been submitted as a part of the application. Greater details within the TIS may be required during the Site Plan Stage. The proposed residential subdivision would provide a high density form of housing within the Urban area of Delhi.*

Section 6.4 b) i) of the Norfolk County Official Plan outlines that Urban areas will incorporate a full range of housing types, including affordable and special needs housing.

Section 6.5.3 outlines policies pertaining to the Urban Area of Delhi. The Official Plan outlines that the County will support and promote the continued development of Delhi as the third largest Urban Area in the County and that the County supports the development of full range of housing types in the Delhi Urban Area, including affordable and special needs housing

Section 7.7.2 of the Norfolk County Official Plan outlines the land use policies of the Urban Residential Land Use designation of the Norfolk County Official Plan. Section 7.7.2 a) states that “Single, semi-detached and duplex housing forms shall generally have an average net density of 15 units per hectare (uph).” Section 7.7.2 b) states that a “Triplex, fourplex, townhouses, and other medium density housing forms, shall generally have a net density of between 15 and 30 uph, New medium density residential development and other uses that are similar in terms of profile, shall meet the following criteria:

- the density, height and character of the development shall have regard to adjacent uses;
- the height and massing of the buildings at the edge of the medium density residential development shall have regard to the height and massing of the buildings in any adjacent low density residential area and may be subject to additional setbacks, or landscaping to provide an appropriate buffer;
- the development will be encouraged to have direct access to an arterial or collector road, where possible and appropriate;
- the watermains and sanitary sewers shall be capable of accommodating the development, or the proponent shall commit to extending services at no cost to the County, save and except for in the Courtland Urban Area, where private septic systems shall be permitted;
- the development is adequately serviced by parks and school facilities;
- in developments incorporating walk-up apartments, block townhouse dwellings and medium-profile residential buildings, on-site recreational facilities or amenities such as playground equipment may be required;
- the development shall be designed and landscaped, and buffering shall be provided to ensure that the visual impact of the development on adjacent uses is minimized;

Planning Comments: *The proposed residential development would bring a total of 368 residential lots to the Urban Area of Delhi. The 368 lots consist of 123 single detached dwellings, 184 townhouses and 61 Dual Frontage townhouses. The proposed development would increase the housing supply, as well as housing options, in Norfolk County. As outlined above, this development will help the County meet its 15% targets as outlined above.*

Section 8.9.1 outlines the policies surrounding Services in the Urban Areas of Norfolk County. Subsection c) states, all development in the Urban Areas shall be fully serviced by municipal piped water supply and waste water treatment systems.

Section 8.9.3 outlines the policies surrounding Servicing allocation and phasing. Subsection a) states, when unallocated servicing capacity does not exist for a proposed development, the County shall defer the processing of the planning application until capacity is available, or until a servicing agreement is in place to ensure that such capacity will be available to service the development. Draft approved plans of subdivision may only proceed to registration if sufficient servicing capacity continues to exist.

Planning Comments: *Staff are of the opinion that the proposed residential subdivision and Zoning By-Law Amendment are in conformity with the Norfolk County Official Plan.*

Norfolk County Zoning By-Law 1-Z-2014

The Subject lands are currently zoned Urban Residential Type 1 (R1-A) with a Holding and Urban Residential Type 2 (R2) with a Holding (H) on the property in the Norfolk County Zoning By-Law.

Section 5.1.1 of the Norfolk County Zoning By-Law 1-Z-2014 outlines the permitted uses in the R1-B Zone. They are as follows:

- a) dwelling, single detached
- b) *bed & breakfast*, subject to Subsection 3.4
- c) home occupation
- d) *accessory residential dwelling unit*, subject to Subsection 3.2.3.

Section 5.4.1 of the Norfolk County Zoning By-Law 1-Z-2014 outlines the permitted uses in the R4 Zone. They are as follows:

- a) group townhouse
- b) *stacked townhouse*
- c) street townhouse
- d) *semi-detached, duplex, tri-plex and four-plex dwellings* provided they are located on the same lot with, and in accordance with the Zone provisions of, *group townhouse*
- e) home occupation
- f) *accessory residential dwelling unit*, subject to Subsection 3.2.3.[7-Z-2020]

Section 9.1.1 of the Norfolk County Zoning By-Law 1-Z-2014 outlines the permitted uses in the Open Space (OS) Zone. They are as follows:

- a) campground
- b) dwelling, single detached
- c) *dwelling unit* in any *permitted* non-residential *building* – maximum one (1)
- d) fairground
- e) golf course
- f) golf driving range
- g) home occupation
- h) park
- i) place of recreation ancillary to a *golf course* but excluding an arena
- j) place of sports and recreation.

The application looks to add a storm water management pond as a permitted use within the OS zone and to include ‘Dual Frontage Townhouses’ as a permitted use within the R4 Zone. The application further seeks to apply a Special Provision Number to the subject lands to accommodate relief of lot provisions and yard provisions as follows:

Part 1

In lieu of the corresponding provisions in the R1-B Zone, the following shall apply:

Zone Provisions

- a) Minimum Lot Area:
 - Interior Lot – 233m²
 - Corner Lot – 340m²
- b) Minimum Lot Frontage:
 - Interior Lot – 9.0m
 - Corner Lot – 12.0m
- c) Minimum Front Yard – 4.4m
- d) Minimum Rear Yard – 6.0m
- e) Minimum Interior Side Yard – 1.2m on one side / 0.8m on the other side
- f) Minimum Exterior Side Yard – 2.0m

Part 2

In lieu of the corresponding provisions in the R4 Zone, the following shall apply:

Zone Provisions

- a) Minimum Lot Area:
 - Corner Lot – 225m²
- b) Minimum Lot Frontage:
 - Interior Lot – 6.0m
 - Corner Lot – 8.5m
- c) Minimum Front Yard – 4.4m
- d) Minimum Rear Yard – 6.0m

- e) Minimum Exterior Side Yard – 2.0m

Part 3

In lieu of the corresponding provisions in the R4 Zone, the following shall apply:

Permitted Uses

- a) Dual Frontage Townhouses – Shall mean a townhouse dwelling which is fronting on a public street with pedestrian access only and a driveway access from the rear yard.
- b) Home Occupation
- c) Accessory Residential Dwelling Units

Zone Provisions

- a) Minimum Lot Area:
 - i. Interior Lot – 147m²
- b) Front Yard:
 - ii. Attached Garage – 2.0m
- c) Rear Yard:
 - iii. 0.0m

Part 4

In addition to the uses permitted in the OS Zone the following uses shall also be permitted:

- a) Stormwater Management Pond

CD-24-001 – 28TPL2023316 – Gardens of Delhi Subdivision

Attachment B – Technical Comments

Development Engineering: Conditions Provided. Comments Pending.

Hydro One: Reviewed – Comments are as follows:

Please be advised that Hydro One Networks Inc. (“HONI”) has completed a preliminary review of the proposed plan of the above noted site plan application. As the subject property is abutting and/or encroaching onto a HONI high voltage transmission station (*the “Delhi DS”*), HONI does not approve of the proposed site plan application **at this time**, pending review and approval of the required information.

Please be advised that the *abutting* transmission station (“*Dehli DS*”) is affected by the proposed development.

The comments detailed herein **do not** constitute an endorsement of any element of the site plan design or road layout, nor do they grant any permission to access, use, proceed with works on, or in any way alter the *abutting* transmission station lands, without the express written permission of HONI.

Should the developer require any use of and/or access to the *lands of the* transmission station at any time, the developer must contact **Alan Liu** at alan.liu@hydroone.com in order to ensure all of HONI’s technical requirements are met to its satisfaction, and acquire any applicable agreements.

The following should be included in the **Site Plan Agreement**:

- 1) Prior to HONI providing its final approval, the developer must make arrangements satisfactory to HONI for lot grading and drainage. Digital PDF copies of the lot grading and drainage plans (true scale), showing existing and proposed final grades, must be submitted to HONI for review and approval. The drawings must identify the *abutting* transmission station on the *site plan*. Drainage must be controlled and directed away from the *abutting* transmission station.
- 2) Any development in conjunction with the site plan must not block vehicular access to any HONI facilities located on the *abutting* transmission station. During construction, there must be no storage of materials or mounding of earth, snow or other debris on / *along* the *abutting* transmission station.
- 3) At the developer’s expense, temporary fencing must be placed along the *abutting* transmission station prior to construction, and permanent fencing must be erected along the common property line after construction is completed.

- 4) The costs of any relocations or revisions to HONI facilities which are necessary to accommodate this site plan will be borne by the developer. The developer will be responsible for restoration of any damage to the abutting transmission *station* or HONI facilities thereon resulting from construction of the site plan.

In addition, HONI requires the following be conveyed to the developer as a precaution:

- 5) The *abutting* transmission station operate at either 500,000, 230,000 or 115,000 volts. Section 188 of Regulation 213/91 pursuant to the *Occupational Health and Safety Act*, require that no object be brought closer than 6 metres (20 feet) to an energized 500 kV conductor. The distance for 230 kV conductors is 4.5 metres (15 feet), and for 115 kV conductors it is 3 metres (10 feet). It is the developer's responsibility to be aware, and to make all personnel on site aware, that all equipment and personnel must come no closer than the distance specified in the *Act*. They should also be aware that the conductors can raise and lower without warning, depending on the electrical demand placed on the line.

Our preliminary review only considers issues affecting HONI's transmission facilities and transmission *stations*. For any proposals affecting distribution facilities (low voltage), the developer should consult the local distribution supplier.

Fire: Reviewed. Comments are as follows:

- Adequate water supply and hydrants to be provided
- Ensure adequate access, turning radius, and turn around facilities are provided for fire department apparatus

Agreement Coordinator: Reviewed. Comments are as follows:

Included in your planning recommendation report will be draft plan of approval conditions from County staff and external agencies for your subdivision development. One of these conditions will be for the requirement of entering into a development agreement that will be registered on title at the owner's expense. Your draft plan conditions will need to be satisfied or cleared prior to the registration of your subdivision agreement and plan. Performance securities for public works infrastructure will also be collected as part of your subdivision agreement. The County will hold your performance securities to ensure that the development is completed in adherence with your approvals. A Holding (H) provision will also be recommended to be placed on your land zoning until draft plan conditions have been cleared and the agreement registered on title.

GIS: Reviewed. Comments are as follows:

Please contact NorfolkGIS for new civic addresses when building

Long Point Region Conservation Authority (LPRCA): Reviewed. Comments are as follows:

Long Point Region Conservation Authority (LPRCA) staff have had an opportunity to review the application 28TPL2023316 and can provide the following comments based on LPRCA's various plan review responsibilities.

It is staff's understanding that the intent of the application is to facilitate the development of a 371-unit residential Subdivision consisting of 123 single detached dwellings and 248 townhouses.

Delegated Responsibility from the Ministry of Natural Resources and Forestry, Section 3.1 of the Provincial Policy Statement, 2020

Conservation Authorities have been delegated responsibilities from the Minister of Natural Resources and Forestry to represent the provincial interests regarding natural hazards encompassed by Section 3.1 of the Provincial Policy Statement, 2020 (PPS).

The subject property is not subject to natural hazards; therefore, the application is consistent with Section 3.1 of the PPS.

Stormwater Management

LPRCA will review the final stormwater management design using the 2003 MECP Stormwater Management Planning and Design Manual, MTO Drainage Manual, LID Stormwater Management Manual, the sustainable technologies STEP website <https://sustainabletechnologies.ca/>, and the Municipal SWM guidelines.

Based on the site and receiving watercourse, an enhanced level of treatment as per the 2003 MECP Stormwater Management Planning and Design Manual is required for the proposed development.

LPRCA requires the following be included and addressed in the design of stormwater management:

- Minimize, or, where possible, prevent increases in contaminant loads.
- Minimize, erosion and changes in water balance, and prepare for the impacts of a changing climate through the effective management of stormwater, including the use of green infrastructure.
- Mitigate risks to human health, safety, property and the environment.
- Maximize the extent and function of vegetative and pervious surfaces.
- Implement stormwater management best practices, including stormwater attenuation and re-use, water conservation and efficiency, and low impact

development, for end of pipe facilities 24-48hr drawdown times to be targeted in all case.

- Provide adequate and legal outlet for major, minor, and all flow conditions from the site be provided.

In addition to the above requirements, the following must be clearly shown on the submitted design drawings:

- Major flow systems are delineated on the drawing. Overland flow paths and depths from surcharged storm sewer systems and the stormwater treatment facility during a 100-year storm must not increase the flood risk to life, property and the environment.
- Minor overland flow systems and paths are to be delineated and shown on the drawings.
- Erosion and sedimentation control during construction.
- Adequate erosion control on inlets and outlets.

Zoning: Reviewed. Comments are as follows:

Concept plans are not readable when expanded. They have not allowed for any parking space in a driveway on these lots that I can see, as they are all deficient in front yard setback and therefore does not permit a parking spot in a driveway. They indicate in report that parking spots of 2 for each unit will be achieved through unit design to ensure min two parking spaces. Some concept designs show a single car garage, therefore where is the 2nd parking spot?. In order to have two parking spaces in a garage, the garage space must be min 6.6m wide, and 5.8m long with no interruption of stairs or landings in garage.

We are requesting a zoning table for parking be supplied for each concept of a unit. Below are previous comments from the Zoning application ZNPL2023320.

1. R1-B Zone, Single Detached Dwellings

- Projection of attached garages to comply with section 5.1.3 of the Norfolk County Zoning Bylaw.

2. R4 Zone, Street Townhouses & Dual Frontage Townhouses

- Setback from mutual side lot line to comply with section 5.4.3 of the Norfolk County Zoning Bylaw.
- Proposed terraces/balconies may not meet section 3.10(d) of the Norfolk County Zoning Bylaw.

3. General to all units proposed

- Ensure section 4.0 of the Norfolk County Zoning Bylaw is met for parking. Two parking spaces required per lot; 3.0M x 5.8M space required on driveway and 3.3M x 5.8M uninterrupted space required in garage (if applicable). Only one space permitted in required front yard and 50% of front yard required to be maintained as landscaped area.

- Ensure any proposed decks meet section 3.6 of the Norfolk County Zoning Bylaw.
- Ensure any proposed balconies meet section 3.10(d) of the Norfolk County Zoning Bylaw.

Realty Services: Reviewed. Comments are as follows:

If the property owner is required to enter into a Development Agreement, then the County will require postponements of any charges/mortgages (if any) on title to the County's Development Agreement.

Canada Post: Reviewed. Comments are as follows:

Service type and location

- 1) Canada Post will provide mail delivery service to this development through centralized Community Mail Boxes (CMBs) unless;
- 2) If the development includes plans for (a) multi-unit building(s) with a common indoor entrance of 3 or more units, the developer must supply, install and maintain the mail delivery equipment within these buildings to Canada Post's specifications.

Municipal requirements

- 1) Please update our office if the project description changes so that we may determine the impact (if any).
- 2) Should this development application be approved, please provide notification of the new civic addresses as soon as possible.

Developer timeline and installation

- 1) Please provide Canada Post with the excavation date for the first foundation/first phase as well as the date development work is scheduled to begin. Finally, please provide the expected installation date(s) for the CMB(s).

Please see Appendix A for any additional requirements for this developer should Canada Post need to install a Community Mailbox.

Appendix A

Additional Developer Requirements:

- The developer will consult with Canada Post to determine suitable permanent locations for the Community Mail Boxes. The developer will then indicate these locations on the appropriate servicing plans.
- The developer agrees, prior to offering any units for sale/rent, to display a map on the wall of the sales office in a place readily accessible to potential owners/renters that indicates the location of all Community Mail Boxes within the development, as approved by Canada Post.
- The developer agrees to include in all offers of purchase/rental a statement which advises the purchaser/renter that mail will be delivered via Community Mail Box. The developer also agrees to note the locations of all Community Mail

Boxes within the development, and to notify affected owners/renters of any established easements granted to Canada Post to permit access to the Community Mail Box.

- The developer will provide a suitable and safe temporary site for a Community Mail Box until curbs, sidewalks and final grading are completed at the permanent Community Mail Box locations. Canada Post will provide mail delivery to new residents/tenants as soon as the homes/businesses are occupied.
- The developer agrees to provide the following for each Community Mailbox site and to include these requirements on the appropriate servicing plans:
 - Any required walkway across the boulevard, per municipal standards
 - Any required curb depressions for wheelchair access, with an opening of at least two to three meters (consult Canada Post for detailed specifications)
 - A Community Mailbox concrete base pad per Canada Post Specifications.

Paramedic Services: Reviewed. No Comments.

Grand Erie District School Board: Reviewed. Comments are as follows:

- The Town of Delhi is serviced by two GEDSB facilities, Delhi Public School and Delhi District Secondary School. These facilities are currently full, experiencing 93% and 112% utilization respectively. This development represents a significant increase in residential units within the Town and will lead to further enrolment pressures at our facilities. Enrolment projections suggest that the addition of the proposed residential units within this development could see utilizations increase to 114% and 131%.
- We request the developer provide active transportation routes throughout the proposed development. Trails, paths, walkways, bike paths etc. would be helpful in ensuring safe access for students to the nearby elementary and secondary school locations.
- We request that the following be included in the conditions of draft approval;
 - That the Owner/Developer must agree in the Site Plan Agreement to notify all purchasers of residential units and/or renters of same, by inserting the following clauses in all offers of Purchase and Sale/Lease:
 - *“Despite the best efforts of the Grand Erie District School Board (GEDSB), accommodation in nearby facilities may not be available for all anticipated students. You are hereby notified that students may be accommodated in temporary facilities and/or bussed to a school outside the area, and further, that students may, in future, be transferred to another school.”*

Development Engineering: Reviewed – Comments are as follows:

As Development Engineering assessed the planning application for the proposed subdivision, we want to acknowledge an oversight on our part. Regrettably, notes from our pre-consultation meeting were not shared as planned, we apologize for any unforeseen inconvenience our comments may cause.

We note that the information provided is to support the Application for Plan of Subdivision and is not intended as a detailed design engineering submission. The review of the engineering drawings is not a detailed review but limited to general feasibility. We have provided a few comments on some of the detailed aspects to facilitate future submissions.

Through this review one of the key items of concern was the lack of contemplation of the future extension of the Main Street of Delhi as a Collector Road. If these applications proceed to approvals with the considerations prior to approvals, there is a risk that the developer may need to submit a future Redline Revision and a Zoning By-Law Amendment.

In light of the related ZBA and Draft Plan of Subdivision applications for the Ryder Subdivision, it has come apparent that there is a notable data gap analysis in the submitted Traffic Impact Study (TIS). The TIS, specifically TIS Figure 3.2 – Site Generated Traffic Volumes, excludes through movements along Ryder Subdivision's Street A from the extension of Main Street of Delhi between First Avenue to Crosier Street as contemplated in Norfolk County's Integrated Sustainable Master Plan (ISMP).

The ISMP listed this road extension as an infrastructure improvement and subsequently allocated funding as part of the Capital Plan. This was to correct an issue of the Main Street of Delhi last segment of road is located on private property, which the county holds no agreement or easement for that portion of road.

Given the Main Street of Delhi is identified as a collector road as per Official Plan (February 2023) Schedule E-4, the County requires any ISMP proposed extension of a collector road as part of future traffic conditions throughout all horizon years considered in this application's TIS Section 4 in accordance with ISMP Appendix J Section A1.9.1 (County TIS Guidelines). County TIS Guidelines require the applicant to confirm any planned transportation network improvements prior to undertaking the future analyses completed for Ryder Subdivision's TIS.

As such, the applicant is to re-submit the TIS with the above-mentioned revisions and acknowledge that the County will reserve its right to review Street A's road classification. In order to complete Street A road classification review, the applicant's revised TIS is to also consider any active transportation requirements within Street A right-of-way (ROW) as well as confirm any on-street parking requirements. On-street parking requirements will be supported by a parking plan for the entire subdivision

development and inclusive of all driveway locations with adjacency to proposed building envelopes.

Should Street A be classified as a collector road, the County will consider Street A as eligible to undergo a screening process in accordance with MCEA (March 2023) Table A – Municipal Road Projects. The applicant will provide the County answers to the screening questions under both the MCEA Appendix 1 - Sections 1.2 and 1.3.

Draft Plan of Subdivision 28TPL2023316

General:

1. All comments submitted above for the Zoning application also apply to the Draft Plan of Subdivision comments.
2. As per By-law 2013-65, there shall be a minimum of 3.0 m horizontal separation between any service and any side lot line unless otherwise approved, in writing by the General Manager of Environmental and Infrastructure Services (EIS).
3. Full Development Engineering comments will be provided at time of detailed engineering design.
4. All plans and reports are to be signed and sealed by a Professional Engineer.
5. Any Phasing must be identified on all future submissions. All Phasing must be clearly identified prior to submission of Detailed Engineering review. Phasing plans for Plan of Subdivision are critical to provide a structured framework for the systematic development of infrastructure, including roads, watermains, and sewer systems. Detailed Phasing plans are required to mitigate risks through proactive identification and resolution and ensure compliance with regulatory requirements at each phase. Additionally, phasing plans enable coordinated construction activities, preventing conflicts and disruptions, and address community and environmental considerations, fostering sustainable and well-balanced development.
6. Development Engineering will require that all future modeling be completed with Phasing considerations. It must be clear what additional infrastructure is required at each Phase.
7. Street illumination plans will be required and must be submitted at detailed design.
8. As per Norfolk County Design Criteria, as-constructed / record drawings guidelines are to be adhered to. Securities will be required for as-constructed / record drawings.

Functional Servicing Report (FSR)

Water:

According to the Water modelling report completed at the time of Pre consultation based on a previous concept, the County's consultant provided an opinion that most areas within this development area could only provide up to 150L/sec. The revised FSR for the current proposal states the revised layouts require 166L/sec.

In the new concept with all the requests for reduced setbacks it is difficult to determine the accuracy of the FUS calculations and exactly where the most critical lots are located. Development Engineering recommends that the Consultant provide a map of the entire development with color coding for each lot with the appropriate FUS requirement. This will help visualize where the different values are required.

Development Engineering will require that the Water modelling be redone prior to submission of Detailed Engineering. Original modelling completed at the time of Pre consultation was based on an overall concept which has changed. From an internal cross reference review of the previous modelling vs the new concept Development Engineering have the following comments.

RVA used the Delhi Water Distribution Model to review the impact of the proposed development on the existing system. In the original modelling it was determined that with 3 tie-ins the existing system through the proposal could provide a Fire Flow of between 140-155L/s during a Max Day Demand to the proposed development for Phase 1 and 2. This value does not meet the required fire flows as presented in the Functional Servicing Report, based on the Fire Underwriters Survey (FUS) 2020 calculation provided within the appendix. The minimum required flow of 166L/s could not be met.

Development Engineering recommends that the Developer explore alternate watermain connections to increase the available Fire flows or investigate alternatives to reduce the requirements.

Sanitary:

According to the Sanitary Modelling report based on the Pre consultation concept, the Delhi wastewater collection system has available capacity along the flow path to the WWTP from this development to the Main Street Pumping Station after the developer installs a new Sanitary sewer through the unopened portion of Main St of Delhi. Norfolk County has recognized in the original modelling that it is recommended that the Main Street pumping station must be monitored for future flows as the proposed flow at full buildout is projected to exceed the current capacity of that pumping station.

According to the initial modelling all sewers downstream of the Main Street pumping station have capacity for this development.

Revised modelling will be required prior to submission of Detailed Engineering drawings. The Cost of the remodeling will be the Developers responsibility.

Storm Sewers & Appurtenances

9. As identified in the Functional Servicing Report (FSR) the existing Storm sewer outlet for this development is to a Storm sewer that travels through Crosier Street to Croton Avenue and eventually outlets to a ravine north of this development on the end of Croton Ave. The existing sewer is undersized and will need to be upsized to accommodate flows from this development as well as future development upstream.

Sizing, alignment, and restoration were not included in this conceptual information included in the FSR. At the time of detailed engineering design and review, the Developer must provide additional design provisions for Storm sewer sizing, alignment and future restoration of Croton Ave. It shall be noted that it will be the full responsibility of the developer to pay for the installation of all upgrades to storm sewers downstream of this development. Please reference the Local Servicing policy in Norfolk County's DC charges By-law?

The developer may need to enter into an agreement with Norfolk County to construct the storm sewer outside of the boundaries of this development.

The Developer shall be aware that the design of all Storm sewers up to and including the outlet are to be designed to the ultimate drainage area.

Development Engineering is recommending that that review of the overall SWM facility and outlet sewer be peer reviewed as part of Detailed Engineering.

10. It is not clear if any Low Impact Development (LID) options have been considered in the proposed development? LID options may need to be undertaken to reduce runoff from the proposed site.

Traffic Impact Study (TIS)

11. Development Engineering has reviewed the TIS submitted with this application and have the following comments:
 - a. In review the consultant has completed a full TIS, however, the report has only looked at Dalton Road and Crosier Street as the access points to the new subdivision. From a Traffic Volume standpoint, the consultant feels that both Dalton and Crosier are capable of the additional traffic.
 - b. The TIS has not included an assessment of the poor current cross section of Dalton OR the current condition. With a projection of 182 vehicles in the PM Peak Hour in 2036 from the current 39 vehicles in May 2023 Development Engineering is concerned the current Dalton Road will not be able to support the level of Development Growth that this subdivision proposes.

- c. The TIS has not included an assessment of the future Crosier Street west of Street A over to Croton nor was there an assessment of the Crosier and Croton intersection. Development Engineering believes there will be a % of traffic that will not always travel to James St (HWY 3) and will prefer an alternate access to the north and east through Main St of Delhi.
- d. The TIS does not identify that Street A will eventually become Main Street of Delhi OR that the current Main St of Delhi is designated as Collector in the OP. Development Engineering is concerned with the potential of having Street A become a future Collector Road connection with numerous driveways on a road that is supposed to be a throughfare for traffic.

It is the recommendation of Development Engineering that the Developer complete a condition assessment of Dalton Road beyond the limits of this subdivision to determine if the existing road can withstand the proposed development.

It is the recommendation of Development Engineering that the Developer be responsible to construct the extension of Main Street of Delhi while installing underground infrastructure for this development between First St and Crosier St.

It is the recommendation of Development Engineering that once the final determination of external roads to be constructed to service this proposal is completed, that the consultant review the TIS and resubmit. It is anticipated that the connection to Main Street of Delhi, either directly OR through Croton Ave will have an impact on the overall traffic in this area.

The TIS should be in a format that matches the proposed phasing of the subdivision. Each phase should be addressed separately for the 5 and 10 year horizons beyond full build-out of the site.

Draft Plan of Subdivision Drawing (DP1)

12. Please dimension all proposed sight triangles. According to the Norfolk County Zoning By-law Section 3.31 Sight Triangles, 3.31.2 A sight triangle shall be measured back from an intersection a distance of 9 metres along the street lines.

- a. With the reduced setbacks Development Engineering have concerns about buildings located in potential sight lines.

13. A 0.3m reserve is required on the flank side of Lot 7, 8, 28, 35, 42, 47, 66, 67, 86, 87, and 105. A 0.3m reserve is required on the flank side of Blocks 13, 14, 16, 22, 36, 37 and 43. The reserve is to be on the private side of the property line.

14. The “FUTURE ROW” between Lots 7 and 8 – Should be a Block which will be given to the County. A 0.3m reserve on the east Property limit of this block will also be required.
15. The Bulb at the end of Street E in the Southeast corner of this proposed Development is not Dimensioned and therefore it is unclear if it meets Norfolk County Standards. This Cul-de-sac is a new concept from the Pre consultation concept. Development Engineering does not support the use of a short dead-end cul-de-sac. This configuration creates difficulties for County staff to maintain and eventually is the responsibility of Norfolk County to replace at end-of-life. It is recommended that the developer consider a different configuration in this area to eliminate the need for this Cul-de-sac.
16. A comprehensive review of the Development Charges Local Servicing Policy should be completed to determine the extent of the works that are to be completed or contributions towards future upgrades.
17. Development Engineering has recognized that in the revised concept from Pre consultation there are now 2 housing Blocks (Block 6 and Block 44) which are directly adjacent to the Hydro One Transformer Station on Croton Ave. Prior to Draft Plan Approval Development Engineering requests confirmation that Hydro One has reviewed the concept and agrees that housing can be in such close proximity to the Station. Does Hydro One require additional setbacks beyond normal residential setbacks?
18. In review of the proposal, it has been recognized that there is substantial external work to be completed outside the proposed limits of the development. It is the recommendation of Development Engineering that a comprehensive “External Servicing Agreement” be formalized prior to the recommendation for approval of this subdivision. The External Servicing Agreement MUST identify the following:
 - a. External Watermain construction to provide adequate water Pressure and volume for both Domestic and Fire flows. Exact locations are not yet determined. According to the submission the connections would be:
 - i. 50m extension of 200mm WM along Crosier from Beech St to Main Street of Delhi.
 - ii. New watermain installation from proposed Street A to existing Dead End on Dalton
 - iii. Replace 410m of existing 150mm watermain along Dalton from Dead end to James St with new 200mm.

Development Engineering has recognized that an alternate option exists with a potential tie-in at Imperial St travelling along Main Street of Delhi to Crosier. This would also eliminate an existing dead end at First St. The existing pressure and Fire Flow at Imperial Street is higher than any of the other proposed connections and may provide greater Fire Flow to the area.

- b. External Sanitary sewer through the unopened ROW of Main Street of Delhi to provide an adequate Sanitary outlet for this development. Based on other concepts for future development there may be a need to oversize this sewer. This must be confirmed during Detailed Engineering design.
- c. Reconstruction of Existing undersized Storm sewer as the Legal and Adequate outlet for this development along Crosier St and Croton Ave.
 - i. As identified in this proposal, the storm sewer upgrade will be the responsibility of the Developer including all costs for design and construction of sewers and restoration of existing roads.
- d. Urbanization of external roads:
 - i. Main Street of Delhi – First St to Crosier Street. Full urban cross section with sidewalks on both sides (designated Collector in OP, this eliminates the section of Main street of Delhi on Private property, Provide Main Street access to Soccer park and amenities) (Developer)
 - ii. Main Street of Delhi – Imperial to First St – Full urban reconstruction to County Standards.
 - iii. Crosier St from Croton Ave to Main Street of Delhi – Full urban Cross Section with sidewalks on one side.
 - iv. Croton Ave – Crosier North – Existing Road to be re-instated when installing the Storm.
 - v. Croton Ave - Crosier South- To be constructed to full urbanization curb and gutter, with sidewalks on one side.
 - vi. Dalton Road – Croton to East limit of subdivision- To be constructed to full urbanization curb and gutter, with sidewalks on one side.

- vii. Dalton – East Limit of subdivision to James St (or Limit of Watermain Work) To be constructed to full urbanization curb and gutter with sidewalks on one side.

19. In addition to determining the ultimate list of external works it will also be important to determine at what stage each external upgrade will take place. A full Phasing plan is to be submitted which identifies what external work needs to proceed with each phase.

- a. According to Norfolk County Design Criteria all watermains are to be looped. Future phasing plans must identify watermain looping and not propose any temporary deadends.
- b. In order to have a legal and adequate outlet it is assumed that the Storm outlet and construction of the SWM pond will be designed and constructed in Phase 1. This must be clearly identified in the overall phasing plan.
- c. PHASING WILL BE CRITICAL at this review stage. If it is going to be a phased approach, then the FSR must identify how each phase will be constructed. The County must be confident that each phase is sustainable independently in case subsequent phases are delayed.
 - i. NOTE: Currently the FSR does NOT break down the development in Phases. In the next submission the FSR is to be edited to identify how each phase will be serviced.

Bell Canada: Reviewed – Comments are as follows:

We have reviewed the circulation regarding the above noted application. The following paragraphs are to be included as a condition of approval:

Bell Canada Condition(s) of Approval

- 1) The Owner acknowledges and agrees to convey any easement(s) as deemed necessary by Bell Canada to service this new development. The Owner further agrees and acknowledges to convey such easements at no cost to Bell Canada.
- 2) The Owner agrees that should any conflict arise with existing Bell Canada facilities where a current and valid easement exists within the subject area, the Owner shall be responsible for the relocation of any such facilities or easements at their own cost.

Upon receipt of this comment letter, the Owner is to provide Bell Canada with servicing plans/CUP at their earliest convenience to planninganddevelopment@bell.ca to confirm the provision of communication/telecommunication infrastructure needed to service the development.

It shall be noted that it is the responsibility of the Owner to provide entrance/service duct(s) from Bell Canada's existing network infrastructure to service this development. In the event that no such network infrastructure exists, in accordance with the Bell Canada Act, the Owner may be required to pay for the extension of such network infrastructure.

If the Owner elects not to pay for the above noted connection, Bell Canada may decide not to provide service to this development.

Ministry of Transportation (MTO):

The Ministry of Transportation (MTO) has reviewed the proposal for a residential plan of subdivision otherwise known as Ryder Subdivision. The proposal has been considered in accordance with the Public Transportation and Highway Improvement Act, MTO's Highway Access Management Manual (HAMM) policies and standards, as well as all related guidelines and policies. The following outlines our Proposed Conditions of Draft Plan Approval.

The subject property is located adjacent to Highway 3, within MTO's Permit Control Area. As such MTO permits are required before any demolition, grading, construction, or alteration to the site commences. In accordance with the Ontario Building Code, municipal permits may not be issued until such time as all other applicable requirements (i.e.: MTO permits) are satisfied.

Highway 3 at this location is classified as a 2B Arterial, designated as a fully Controlled Access Highway. As such, all requirements, guidelines, and best practices in accordance with that classification and designation shall apply.

In conjunction with past comments and ongoing conversations with the proponent MTO has the following Conditions of Draft Pan Approval:

Proposed Conditions of Draft Plan Approval

As identified prior to the formal circulation for plan of subdivision, the following are still valid and forms MTO's preliminary Conditions of Draft Approval:

- 1) That prior to final approval, the owner(s) to submit to the Ministry of Transportation for review and approval, a copy of a Traffic Impact Study indicating the anticipated traffic volumes and their impact on Highway 3 through the following locations:
 - a. Highway 3 and Dalton Road intersection
- 2) The Traffic Impact Study will be prepared in accordance with MTO's Traffic Impact Study Guidelines. The owner's transportation consultant shall be RAQS certified.
- 3) That prior to final approval, the owner should be aware that any highway improvements identified from our review and analysis of the Traffic Impact Study will be the responsibility, (financially and otherwise) of the owner. A Legal Agreement will be required to be entered into between the owner and MTO, whereby the owner agrees to assume financial responsibility for the design and construction of all necessary associated highway improvements.

- 4) That prior to final approval, the owner shall submit a stormwater management report along with grading/drainage plans for the proposed development for review and approval.
- 5) That Prior to final approval, the owner shall submit to the Ministry of Transportation for review and approval a draft copy of the M-Plan for this subdivision.
- 6) That prior to final approval, the owners shall provide the Ministry of Transportation for review and approval, the Conditions of Draft Plan Approval and Draft Subdivision Agreement to ensure our requirements have been incorporated.

From: [Richard Feijo](#)
To: [DCS Planning General Email](#)
Subject: Fwd: File # ZNPL2023275 Roll #3310336050628680000
Date: Friday, September 29, 2023 10:38:39 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning,
I see that Mohammad is currently off, could you please forward to council on my behalf.
Thank You
Rick

Begin forwarded message:

From: Richard Feijo [REDACTED]
Subject: File # ZNPL2023275 Roll #3310336050628680000
Date: September 29, 2023 at 10:35:48 AM EDT
To: mohammad.alam@norfolkcounty.ca
Cc: Kim Huffman <Kim.Huffman@norfolkcounty.ca>

Good afternoon Mohammed could you please forward this to council on my behalf.
Thank You.

Regarding the requested zoning change from commercial to residential/commercial - listed as File # ZNPL2023275 Roll #3310336050628680000.

Location: Block 61, Registered plan 37M57, Urban area of Waterford, Norfolk County
750 Old Highway 24

Applicant: Verlinda Homes Thomas O'Hara 26 Main Street South Waterford, ON N0E 1Y0
Agent: G. Douglas VALLEE Limited Scott Puillandre 2 Talbot Street North Simcoe, ON N3Y 3W4

I would like to yet again express my opinion and disapproval for the above noted proposed land development. This development was proposed in 2021/2022 and was terminated by council as numerous complaints were received from the residents of the Yin Subdivision. The concerns were upheld by the Norfolk Mayor and Council. My concerns for the proposed development are the following:

1. Weight of the proposed building & construction issues (ie movement/disruption of soils/rock subsurfaces) that could result in cracked foundation issues for Yins subdivision residence owners. Also heavy construction machinery (drilling pounding equipment) that could cause foundation problems.

2. Pollution: Residential, commercial & industrial buildings account for 17% of Canada's greenhouse gas (GHG), emissions, when the emissions associated with electricity used in buildings are included. Burning fossil fuels for space heating accounts for the largest share of these emissions. Canadians spend 90% of their time indoors, making an ever-present & essential part of modern living. In 2015 Canada's building sector, including buildings with electricity-related emissions emitted nearly 111 Mt CO2E2, accounting for 17% of the country's total greenhouse gas emissions. These statistics were obtained from the Senate of Canada. My concern is the CO2

emissions from a high rise apartment building would plague air quality for the owners at Eden Hills Condominium Development the Yins subdivision residents. The proposed fast food restaurant will create pollution and foul odours for the residents of the Yins Subdivision to inhale.

3. **Height:** The buildings in this area are at most 2 stories in height. The proposed development is not mentioned in height but I am assuming an apartment building could exceed 4 stories. It is not in keeping with the surrounding subdivision and will be a disfigurement instead of an inviting entrance to the Yin Subdivision. The proposed apartment building and fast food restaurant will block the view of the entrance to the view of the beautiful Yins Subdivision.

4. **Traffic:** The proposed fast food restaurant along with an apartment building would create traffic chaos especially if this fast food restaurant includes a drive-thru. The corner of Lam Boulevard and Highway #24 is the bus stop location for local youths and with the proposed development could create further traffic hazards for them boarding the bus.

Furthermore, I was advised that Verlinda Homes are in the business of low-income housing/building developments. I strongly disagree with this apartment building being a low-income housing project. This type of development is demoralizing to the Yins Subdivision owners and would decrease property values. This low-income housing project would also create further issues, such as increased population and crime trends. There are areas of Norfolk County where low-income housing may be acceptable, but right outside of the Yin subdivision could not be more inappropriate - there is hardly any transportation to get around to other areas of the county, no jobs here for them to go to, limited recreation, so what will they do and where will they go?

Ward 7 Councillor Kim HUFFMAN utilized the disapproval of the 2021/2022 low-income townhome proposal on the southside of Lam Boulevard as one of her campaign promises. Council ultimately denied the proposal recommending that the parcel of land remain for its initial proposed commercial development.

The land that is slated for commercial development should remain that way as Waterford currently does not have enough business development to supplement its growing residential needs. This was addressed by former Mayor CHOPP in the May 3rd, 2022 Norfolk County proposed land development meeting. Former Mayor CHOPP indicated that Norfolk County has failed in long term issues such as the current water development & downtown Simcoe business issues. Former Mayor CHOPP advised that she did not want to see long term issues for Waterford with regards to a lack of business development for its fast paced growing residential needs. It was also noted during this meeting that given past decisions, Norfolk County often fails to take into account the long term, 25 year goal and that implementing these fast housing developments will be detrimental in the future. This is evident in the Simcoe downtown core which is failing and is unsafe for the productive citizens of Norfolk County to go alone. Quick and easy money making solutions are not the answer for the long term success of the County we know and love.

This County has had minimal business developments since 2010 and could utilize

further business growth to substantiate the increased population. Further, Norfolk County has had very minimal industry growth that should be increased to support employment for its residents along with alleviating the property tax burdens to its local residents. Instead of focusing on mass increased housing, Council should consider focusing efforts on business/industry to support its existing local residents with local employment and business.

I heard rumours of the TD bank moving from downtown Waterford to the proposed business development land site. This would blend in with the already existing Carodoc Townsend Mutual Insurance Company located to the north of the proposed business land. Simple proposed business development solutions, such as a bank or a doctors office make much more sense than an expensive high rise condominium unit that would inundate Waterford with more residents & less business opportunity.

"As such, I strongly recommend that the application for zoning change from 'Service Commercial (CS)' with a Holding (H) to Urban Residential Type 4 (R4) be denied (ie; not approved)"

Thank You,
Rick FEIJO
Angele GEDRIMAS

[REDACTED]
[REDACTED]
[REDACTED]

From: [Mohammad Alam](#)
To: "Nancy [REDACTED]" [Fabian Serra](#)
Subject: RE: Waterford Restaurant Opportunities
Date: Friday, November 10, 2023 8:54:14 AM

Good morning Ms [REDACTED]

Thank you for your email and the comments on 750 Old Highway 24 application. I am forwarding this email to the Planner – Fabian Serra and your letter will be included in the Staff report.

Sincerely,
Mohammad

Mohammad Alam, MPL, MUD, RPP, MCIP
Supervisor, Development Planning
Planning
Community Development Division
185 Robinson Street, Simcoe, Ontario, Canada, N3Y 5L6
519-426-5870 x. 8060 | 226-NORFOLK



Providing valued public services that are responsive to our community's needs

From: Nancy [REDACTED]
Sent: Thursday, November 9, 2023 8:04 PM
To: Mohammad Alam <Mohammad.Alam@norfolkcounty.ca>
Subject: Waterford Restaurant Opportunities

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| Good Evening Sir

My name is Nance [REDACTED] and I'm writing with respect to the fast food restaurant issue that has come up for the south end of Waterford. To give you a brief background on myself, I have been a resident of Waterford all 58 years of my life. I started a group three years ago called Waterford Today. It's basically become the social media heart beat of our town. Recently our Mayor and Waterford Counsellor made a very bold statement stating Waterford residents did not want a fast food restaurant in Waterford. I believe the article was reported by the Simcoe Reformer on October 5, 2023. Counsellor Huffman was quoted saying " An additional fast-food restaurant wouldn't be welcomed by Waterford's existing family-run businesses and will result in unending complaints from residents". Sir that statement does not

Speak on behalf of Waterford residents.

As I've noted I administrate a FB Waterford Today group and we currently have 6700 members. I posed the question to the Group two days ago asking what the town's thoughts were. They want different options other than the 4 pizza establishments we have in town.

The lot south of town would be a perfect spot for whatever Food Chain were to entertain the idea.

It's my understanding there is land north of town as well the developer has plans for but we are limited on the south end.

Whether it be McDonald's, Pita Pit, Swiss Chalet which were a few suggestions from residents it doesn't matter.

Please know the Mayor and Counsellor Huffman did not speak on behalf of Waterford residents during that interview.

Respectfully I ask you take this information into account when you and Counsel forge ahead with your decisions.

Kind Regards

Nance 

ATTACHMENT B

CONDITIONS FOR DRAFT PLAN OF SUBDIVISION

1. Pursuant to the provisions of Section 51 of the *Planning Act, R.S.O., 1990 c. P.13*, as amended, (“the *Planning Act*”) the following conditions will apply for the development application 28TPL2023316.
2. THAT this approval applies to the proposed draft plan of subdivision located at the intersection of Croton Avenue and Dalton Road, prepared by G. Douglas Vallee Limited and dated August 10, 2023 (revision date: May 9, 2024), which includes the following:
 - a. 123 Single Detached Residential Lots (Lot 1 to 123)
 - b. 184 Townhouse Street Residential Units (Blocks 13 to 41)
 - c. 61 Dual Frontage Townhouses (Blocks 4-12)
 - d. Stormwater Management Facilities (Block 1)
 - e. Parks (Block 2 & 62)
 - f. 0.3 meter Exterior Side Yard Reserve Block (Blocks 43-61)
 - g. Servicing Easement (Phase 1 Block 3) (Phase 2 Block 3)
 - h. Future Right of Way (Block 42)
3. Registration of PHASE ONE of the Plan of Subdivision will expire, May 1st, 2026 generally defined as the following but subject to modifications as may be approved by the Norfolk County Planning Department:
 1. Lots 20 to 46 for 27 single detached dwellings
 2. Blocks 20 to 33 for 86 Street Townhouses
 3. Block 1 Stormwater Management Facilities
 4. Block 2 Park
 5. Part of Block 5 Servicing Easement
 6. Block 43, 44, 45, portion of 46, portion of 54, 55, 56, and 57 as 0.3 meter Exterior Side Yard Reserve Block

7. Part of Street A, Part of Street C and Part of Street E
 8. Phase 1 – Block 3
4. Registration of PHASE TWO of the Plan of Subdivision will expire, May 1st, 2028 generally defined as the following but subject to modifications as may be approved by the Norfolk County Planning Department:
 1. Lots 1 to 19 for 19 single detached dwelling
 2. Block 13 to Block 19 for 47 street townhouses
 3. Block 11 to Block 12 for 14 dual frontage townhouses
 4. Block 42 Future Right of Way
 5. Block 58, 59, 60 , 61 as 62 0.3 meter Exterior Side Yard Reserve Block
 6. Part of Harvest Lane and Street E
 7. Phase 2 – Block 3
 5. Registration of PHASE THREE of the Plan of Subdivision will expire, May 1st, 2030 generally defined as the following but subject to modifications as may be approved by the Norfolk County Planning Department:
 1. Lots 47 to 105 for 59 single detached dwellings
 2. Block 34 to Block 39 for 38 street townhouses
 3. Block 9 and Block 10 for 14 dual frontage townhouses
 4. Block of portion of 46, 47, 48, portion of 49, portion of 50, 51, 52, 53 and portion of 54 as 0.3 meter Exterior Side Yard Reserve Block
 5. Street B and Street C and Part of Street A and Part of Street E
 6. Registration of PHASE FOUR of the Plan of Subdivision will expire, May 1st, 2032 generally defined as the following but subject to modifications as may be approved by the Norfolk County Planning Department:
 1. Lots 106 to 123 for 18 single detached dwellings
 2. Block 40 to Block 41 for 13 street townhouses
 3. Block 4 to Block 8 for 33 dual frontage townhouses
 4. Block 62 Park
 5. Street D and Part of Street B and Part of Street E
 6. Block of portion 49 and portion of Block 50 as 0.3 meter Exterior Side Yard Reserve Block
 7. AND FURTHER THAT the draft plan of subdivision approval will expire in the event that the final plan of subdivision for an individual phase of the development is not registered by the date set out identified above. If the draft plan of subdivision expires, then draft plan approval shall lapse pursuant to Section

51(32) of the *Planning Act, R.S.O. 1990, c.P.13*, as amended. It is the Owner's responsibility to contact Norfolk County Planning if an extension of draft plan approval is required at least thirty (30 days) prior to the expiry date.

8. AND FURTHER THAT the Owner shall agree to design and construct temporary turnaround cul de sac in Phase One as appropriate to the satisfaction of Norfolk County.
9. AND FURTHER THAT the Owner covenants and agrees that the subject lands will not be developed, serviced, altered, disturbed or graded prior to the final plan approval except where a preservicing agreement is registered on title and except to the extent required for the purposes of the archeological assessment.
10. AND FURTHER THAT the following conditions apply to each phase of the development:

STUDIES, REPORTS AND ASSESSMENTS

11. AND FURTHER THAT the Owner covenants and agrees that all additional studies, reports and assessments be completed by a qualified professional, with findings and recommendations implemented prior to final plan approval. Please note that this may result in amendments to your draft plan approval and conditions which will require a redline development application, subsequent fees and processing time.
12. AND FURTHER THAT prior to final plan approval, the Owner shall advise if an Environmental Assessment is required for (public roads and highways, waste management projects, water and wastewater works, environmental impact study, environmental compliance approval, environmental site assessment, heritage impact study) and if required shall be submitted and to be accepted by the applicable approval authority to carry out the recommendations and any necessary mitigation to the satisfaction of the approval authority and Norfolk County.
13. AND FURTHER THAT prior to final plan approval, the Owner shall carry out the recommendations and any necessary mitigation provided in the required studies, reports and assessments including, but not limited to and to the satisfaction of Norfolk County:
 - a) Functional Servicing Report including Stormwater Management, dated September 11, 2023, prepared by G. Douglas Vallee Consulting Engineers; or as amended;
 - b) Water Modelling Report, dated November 25, 2022 and the Sanitary Modelling Report, dated November 25, 2022 prepared by RV Anderson; or as amended; and
 - c) Traffic Impact Study dated September 2023 prepared by Paradigm Transportation Solutions Limited; or as amended.
14. AND FURTHER THAT any study, report and assessment be technically reviewed by third party qualified professionals at the discretion of Norfolk County, at the Owner's expense.
15. AND FURTHER THAT the Owner shall demonstrate through the use of Norfolk County's water distribution system model that there is adequate water supply and pressure for potable water as well as Fire protection to accommodate the development, to the satisfaction of Norfolk County.

16. AND FURTHER THAT the Owner shall demonstrate through the use of Norfolk County's wastewater collection system model that there is adequate conveyance capacity along the flow path to the Wastewater Treatment Plan to accommodate the development, to the satisfaction of the Norfolk County.
17. AND FURTHER THAT prior to final plan approval, the Owner shall secure an approved Stormwater Management Plan and Report; and commit (as a condition of approval) to carry out the recommendations and any necessary mitigation to the satisfaction of appropriate Ministry and Norfolk County.
18. AND FURTHER THAT prior to final plan approval, the Owner shall complete or participate in a revised Area Traffic Study as required by the MTO; and carry out or financially contribute to the recommendations and any necessary mitigation to the satisfaction of the appropriate Ministry and Norfolk County.

LAND TRANSFERS, RESERVES AND EASEMENTS

19. AND FURTHER THAT prior to final plan approval, the Owner shall complete or participate in a revised required Area Traffic Study as required by the MTO; and carry out or financially contribute to the recommendations and any necessary mitigation attributed (in whole or in part) to the subdivision, to the satisfaction of the MTO and Norfolk County.
20. AND FURTHER THAT at the time of registration, all transfers, reserves, easements and agreements shall be granted to Norfolk County, and the appropriate utilities and authorities to the satisfaction of the Agreement Administrator. Additional transfers, reserves and easements may be required subject to final servicing decisions. In the event of any conflict with existing facilities or easements, the Owner shall be responsible for the relocation of such facilities or easements and in cooperation of the respective owners.
21. AND FURTHER THAT the Owner shall ensure all road allowances be constructed and dedicated as public highways on the final plan to the satisfaction of the Agreement Administrator.
22. AND FURTHER THAT the Owner shall fulfill the following conveyances, at the expense of the Owner and free from all encumbrances, to the satisfaction of the Agreement Administrator.
 - a. Block 1 Stormwater Management Facilities
 - b. Block 2 Park transferred as part of registration of Phase 1. Block 62 transferred as part of registration of Phase 4.
 - c. Part of Block 3 Servicing Easement
 - d. Block 43-61 as 0.3 meter Exterior Side Yard Reserve Block
 - e. Block 42 Future Right of Way

PARKLAND, TREE PLANTING, TRAILS AND WALKWAYS

23. AND FURTHER THAT the Owner provides parkland dedication to Norfolk County in accordance with the provisions of the *Planning Act, R.S.O. 1990, c.P.13*, as amended, and By-Law 2016-126 to the satisfaction of Norfolk County Community Development Division

24. AND FURTHER THAT the Owner shall prepare and implement a Landscape Plan and Tree Planting Plan which includes at a minimum one tree per lot/unit and includes tree planting along the frontages to County roadways, prepared to the satisfaction of Norfolk County Community and Emergency Services.
25. AND FURTHER THAT the Owner provides a payment to Norfolk County, in accordance with Norfolk County's User Fee By-Law, for the planting of 50 mm caliper sized trees, where such trees are proposed to be planted within the County's right of way.
26. AND FURTHER THAT the Owner shall prepare and implement a line of fencing in the following manner:
 - a) 1.8 meter wooden privacy fencing adjacent to all existing residential lots (includes Lot 1, Lots 19-27, Blocks 12,13, 25, 26, 27) and adjacent to future residential units (Entry Feature between Blocks 7 and 8) to the satisfaction of Norfolk County Community Development.
 - b) A 1.5-meter chain link fencing adjacent to all parklands, servicing easement blocks and storm water management facilities (includes Lots 28-38, Block 14, Block 15, Block 23, Block 24, Block 40, Block 41) to the satisfaction of Norfolk County Community Development.
27. AND FURTHER THAT the Owner shall agree to design and construct:
 - a. a 1.5m wide concrete sidewalk along the north side of Dalton Road abutting the development lands, and
 - b. a 1.5m wide concrete sidewalk along the east side of Croton Avenue (from Dalton Road to the unopened road allowance of Crosier Street), and
 - c. a 1.5m wide asphalt path along the south side of the unopened road allowance of Crozier Street (Croton Avenue to Main Street of Delhi Extension), and
 - d. a 1.5m wide temporary asphalt pathway along the east side of the unopened road allowance for Main Street of Delhi and the active section of Main Street of Delhi (Street A to Imperial Street), and
 - e. streetlighting along the sections a, b, c, and noted above.

NOTE: Should condition 51 result in the advancement of the design and construction of any of the roadways noted above, this condition may be set down in favour of condition 51.

28. AND FURTHER THAT the Owner shall agree to design and construct the park consistent with phasing of the development, at no cost to Norfolk County and to the satisfaction of Norfolk County Community Development Division and Parks Operation Division
29. AND FURTHER THAT the Owner shall agree to design and construct a Community Park on Block 2. Details of which are to be approved by the County prior to implementation. The Community Park shall be built as part of the first phase of development on the subject lands and be completed within 12 months of commencing work on the Community Park.

FIRE AND EMERGENCY SERVICES

30. AND FURTHER THAT that Owner shall agree to provide adequate fire protection measures and the installation of fire hydrants, to the satisfaction of the Fire Chief for Norfolk County.
31. AND FURTHER THAT the Owner shall agree that prior to final plan approval and registration of the plan in whole, or in part, that a fire flow testing report with recommendations regarding servicing of the development to achieve adequate water flow rates and pressures in the water mains for fire protection be prepared and implemented to the satisfaction of Development Engineering and the Fire Chief of Norfolk County.
32. AND FURTHER THAT the Owner shall identify temporary turning circles at all dead ends and cul-de-sac on roads to facilitate the safe turnaround of Norfolk County emergency services vehicles, to current design standards and to the satisfaction of Development Engineering and the Fire Chief of Norfolk County.

ACCESSIBILITY

33. AND FURTHER THAT that Owner shall agree to provide sidewalks that are equipped with curb cuts and tactical walking surface indicators at all curb ramp pedestrian crossings to the satisfaction of Norfolk County.

DEVELOPMENT ENGINEERING

34. AND FURHTER THAT A total allocation of 441m³/day for water and 152m³/day for wastewater shall be conditionally allocated to the Draft Approved lands and phased out to as follows:
 - i. Phase 1 which must be registered by May 1, 2026 (12 months) and substantively built by May 1, 2028,
 - ii. Phase 2 which must be registered by May 1, 2028 and substantively built by May 1, 2030,
 - iii. Phase 3 which must be registered by May 1, 2030 and substantively built by May 1, 2032,
 - iv. Phase 4 which must be registered by May 1, 2032.

Substantively built is defined as 85% occupied by new residents. The County reserves the sole an unfettered right to extend allocation should circumstances warrant or to allow the conditional allocation (or remaining uncommitted conditional allocation) to expire and not be committed to any Phase agreement should the registration and substantial build dates set out above not be achieved.

35. AND FURTHER THAT the Owner shall agree to prepare engineering design drawings, including, but not limited to general plan of services, grading, drainage, sediment and erosion control, plan and profile design drawings, to the satisfaction of Norfolk County, as may be required for the subject lands in accordance with the most recent Norfolk County Design Criteria and the recommendations of the studies, reports and assessments.

36. AND FURTHER THAT the Owner shall obtain any required Ministry approvals for the works approved by Norfolk County, and the Owner shall construct the works as approved by Norfolk County. The Owner shall enter into an agreement with Norfolk County regarding the construction of the works, the provision of financial security for the works, and the release of such securities and acceptance and assumption of all of the works.
37. AND FURTHER THAT the Owner shall agree, prior to final plan approval, to complete the engineering design of the water, wastewater and transportation infrastructure on external works to the satisfaction of Norfolk County. In addition, the Owner shall construct the accepted works required by this development, to the satisfaction of the Norfolk County
38. AND FURTHER THAT the Owner shall agree to obtain a road occupancy permit from Norfolk County prior to the commencement of any servicing or other works within any County Road right-of-way
39. AND FURTHER THAT the Owner shall agree, prior to the installation of any site servicing, to complete all required information and forms as identified in Norfolk County's Consolidate Linear Infrastructure Environmental Compliance Approval (CLI-ECA) transfer of review relating to the municipal water, sanitary and storm systems for the whole development or phase thereof.
40. AND FURTHER THAT the Owner shall agree and acknowledges that all requirements of the Class EA are to be completed in order to qualify for exemption from the Class EA process.
41. AND FURTHER THAT the Owner is to adhere to Ontario Soil Regulation O.Reg. 406/19. For inbound fill on lands to be conveyed to the County, the Owner is obliged to ensure that all fill placed on these lands is suitable for the type of land use in which the land is being conveyed to the County (Roads, Park, SWM). The Owner shall undertake the required testing and remediation (if necessary) to ensure the lands/soils are suitable for their intended use (ie. residential development) and that the lands will remain suitable if/when fill material is brought to the site.
42. AND FURTHER THAT the Owner shall agree to carry out or cause to be carried out a well monitoring program to monitor water levels during construction of the development.
43. AND FURTHER THAT the Owner shall provide Norfolk County with a copy of the LPRCA permit for the proposed storm water outlet to the natural tributary to Big Creek at the north-west limit of Croton Road, prior to construction of the proposed storm water management system. The Owner shall further confirm written acceptance by the Owner of 113 Croton Avenue of the placement of an upgraded storm water pipe and outfall within their landholdings and if necessary secure an easement for same in the name of Norfolk County. If required, in lieu of an easement the owner may seek to secure the necessary approval through the Drainage Act.
44. AND FURTHER that the Owner shall construct the SWM pond according to the approved plans. The Owner shall provide the County with an Operational and Maintenance Manual for the pond prior to assumption. The Owner shall further monitor the storm water management pond during the development process and action any necessary cleaning if/when required to ensure the pond operates as designed, This period of monitoring shall extend to 2 years post full build out of the subdivision, following which assumption of the pond may be requested. If necessary, the pond shall be cleaned out prior to assumption.

45. AND FURTHER THAT the Owner shall agree that during construction of the development, the stormwater management facilities and access road, that all maintenance activities will be the responsibility of the Owner. Erosion and sediment control for the construction of the stormwater management facilities shall be in accordance with the engineering drawings that have been accepted by Norfolk County.
46. AND FURTHER THAT the Owner shall agree that the Storm Water Management pond shall be built according to the approved plans. Owner shall provide the County with an Operational and Maintenance Manual for the pond prior to assumption. The Owner shall further monitor the storm water management pond during the development process and action any necessary cleaning if/when require to ensure the pond operates as designed, This period of monitoring shall extend to 2 years post full build out of the subdivision, following which assumption of the pond may be requested. If necessary the pond shall be cleaned out prior to assumption.
47. AND FURTHER THAT the Owner shall agree that they will be responsible for the clean out of the sediment forebay which will involve removing all sediment and returning the forebay to its original design condition in conformance with the Ministry's Environmental Compliance Approval. Removal of the sediment is subject to the requirements of the *Environmental Assessment Act, R.S.O. 1990, c. E. 18*.
48. AND FURTHER THAT the Owner acknowledges and shall comply with the recommendations and procedures outlined in "Guidelines on surface runoff due to Erosion and Sediment Control for Urban Construction Site" (OMNR 1987).
49. AND FURHTHER that Owner agrees to design and construct and upgraded storm water pond and/or storm sewer pipe within Croton Avenue from Crozier Street to the outfall to accommodate the urbanization of and storm sewer servicing for Main Street of Delhi (First Ave to Crozier Street), Crozier Street (Main Street o Delhi to Croton Avenue and Croton Avenue (Dalton Road to its north limit) and Dalton Road (as appropriate based on topography and current storm water contribution).
50. AND FURTHER that the Owner is required to design, construct and provide sidewalks and streetlighting as set out in condition 27 or as may be constructed per condition 52.
51. AND FUTHER that the Owner supports the consideration and inclusion of the following roads as part of the Norfolk County Development Charges Bylaw update planned for 2024. The Owner further acknowledges and accepts that should the following roads be included in the County's Development Charges Bylaw, that one of more of these roads will be designed and constructed by the Owner as a condition contained within the appropriate phasing agreement for the subject lands; these roads being:
 - a) the Main Street of Delhi and its extension (Imperial Street to Street A),
 - b) Crozier Street (Street A to Croton Road)
 - c) Croton Road (Dalton Road to Crozier Street)
 - d) Dalton Road (Croton Road to James Steet)

Should any/or all of the above roads be included in the County DC Bylaw, the Owner accepts that they made be directed to proceed with the design and construction of any or all of the above roads and that DC credits on the DC eligible transportation component of the DC charge may be issued for their

construction (credits applied against building permits at time of application) AND/OR the Owner shall be reimbursed for the DC eligible component of these works no later than the year in which the final assumption of the entire subject property (all phases) is completed.

NOTE: Should condition 51 be directed into action, condition 27 (or portions thereof) may be set down.

52. AND FURTHER THAT the Owner shall agree that Crosier Street be constructed to full urban standards to connect with the existing Croton Ave to the satisfaction of Norfolk County.
53. AND FURTHER THAT the Future ROW between Lots 7 and 8, known as Block 45 on the Draft Plan be dedicated to Norfolk County.
54. AND FURTHER THAT the Owner shall agree within each phase of the development, that any road that is not a through street at the completion of the phase will be terminated as a temporary turning circle in accordance with Norfolk County Design Criteria, to the satisfaction of Norfolk County.
55. AND FURTHER THAT the Owner agrees to install internal and external sidewalks to the satisfaction of Norfolk County.
56. AND FURTHER that the Owner ensure all construction access during the development of the lands shall be from Dalton Road. The Owner will be required to monitor roadway conditions throughout the development of the lands and address safety issues to users. The Owner will be required to fully repave (based and top) Dalton Road from Highway 3 to the westerly access connection to Dalton Road from the development site as part of the final phase of the development of the subject lands.
57. AND FURTHER THAT the Owner will be required to provide a construction access and management plan setting out how they will address issues of noise, mud tracking and dust management and to provide a 24/7 contact number for staff to access a responsible party whom has the authority to respond and resolve issues that may arise on these matters.
58. AND FURTHER THAT the Owner shall agree to prepare engineering as-constructed drawings, to the satisfaction of Norfolk County in accordance with the most recent Norfolk County Design Criteria.

BUILDING

59. AND FURTHER THAT the Owner shall prepare and ensure that a comprehensive erosion and sediment control plan is in place and that fencing or other suitable barriers have been installed prior to site alteration and initiating of any grading or construction to prevent the unauthorized dumping of fill and to minimize erosion. The fencing or other suitable barriers should be kept in place until all grading and construction on lands and roadways have been completed.
60. AND FURTHER THAT the Owner shall ensure that the recommendations of the Geotechnical Investigation Report to the satisfaction of the Norfolk County's Chief Building Official.

PLANNING

61. AND FURTHER THAT the Owner shall provide documentation that the proposed lots and units are in conformity with the provisions and requirements of Zoning By-Law 1-Z-2014, as amended, and certified by an Ontario Land Surveyor.
62. AND FURTHER THAT the Owner shall agree that prior to offering any of the residential lots for purchase, to place a "Display Map" where possible, in a place visible to the public, which indicates the accepted location of all: sidewalks, trails, walkways, parks, schools, commercial lands, open space areas, environmental protection areas, watercourses, stormwater management facilities, community mailboxes, and surrounding land uses and to provide Norfolk County Planning with an electronic version of said map. The map must be in conformance with our current by-law to regulate Awnings, Canopies, Signs and Other Advertising Devices within Norfolk County.
63. AND FURTHER THAT the Owner shall receive approval from Norfolk County Geographic Information Systems for any street name and subsequent civic addressing included within the development.
64. AND FURTHER THAT the Owner agrees to satisfy all requirements, financial, and otherwise, of Norfolk County concerning installation, upgrading, maintenance, provision and dedication of roads, sidewalks, municipal water, sanitary sewer services including a sewage pumping station, utilities, stormwater facilities, street lighting, fencing, fire hydrants, etc. relating to the development.
65. AND FURTHER THAT the Owner agrees to ensure payment of municipal taxes, development charges and any applicable capital charges.
66. AND FURTHER THAT the Owner shall agree to install a 1.5m wide concrete sidewalk through Block 62 to connect Street "E" with the exterior roads in Phase 4.
67. AND FURTHER THAT the Owner agrees to provide a landscape plan for both the parklands and storm water management blocks and agrees to implement the plan including all earthwork, topsoil, seeding, plantings, entry features (Block 62), walkways and fencing to the satisfaction of the satisfaction of Norfolk County.

LONG POINT REGION CONSERVATION AUTHORITY

68. AND FURTHER THAT the Owner shall agree to design and construct a legal and adequate Stormwater outlet as appropriate at the Owner's expense to the satisfaction of Norfolk County Development Engineering.
69. AND FURTHER THAT prior to final plan approval, the Owner shall complete, submit and carry out the recommendations and any necessary mitigation to the satisfaction of the Long Point Region Conservation Authority from the following reports and plans:
 - a. A detailed Stormwater Management Plan and report including:
 - i. Design of the facility and report;
 - ii. Legal and adequate outlet for stormwater;

- b. A detailed Erosion Control Plan;
 - c. A detailed Grading Plan;
70. AND FURTHER THAT the Owner shall, prior to any site alteration, apply for any permits required under the *Conservation Authorities Act, R.S.O. 1990, c. C.27*, shall be obtained from the Long Point Region Conservation Authority.

UTILITIES

71. AND FURTHER THAT the Owner shall contact and enter into an agreement with the appropriate service providers for the installation of utility services for the Lands.
72. AND FURTHER THAT the developer shall consult with Canada Post to determine a suitable temporary and/or permanent location for the community mailboxes, concrete base pads, walkways and curb depressions and to identify these structures on the General Plan of All Services.
73. AND FURTHER THAT the Owner shall provide a letter to the Agreement Administrator from Canada Post indicating their requirements have been satisfied.
74. AND FURTHER THAT Prior to HONI providing its final approval, the developer must make arrangements satisfactory to HONI for lot grading and drainage. Digital PDF copies of the lot grading and drainage plans (true scale), showing existing and proposed final grades, must be submitted to HONI for review and approval. The drawings must identify the *abutting transmission station* on the *site plan*. Drainage must be controlled and directed away from the *abutting transmission station*.
75. AND FURTHER THAT Any development in conjunction with the site plan must not block vehicular access to any HONI facilities located on the *abutting transmission station*. During construction, there must be no storage of materials or mounding of earth, snow or other debris on / *along* the *abutting transmission station*.
76. AND FURTHER THAT At the developer's expense, temporary fencing must be placed along the *abutting transmission station* prior to construction, and permanent fencing must be erected along the common property line after construction is completed.
77. AND FURTHER THAT The costs of any relocations or revisions to HONI facilities which are necessary to accommodate this site plan will be borne by the developer. The developer will be responsible for restoration of any damage to the *abutting transmission station* or HONI facilities thereon resulting from construction of the site plan.
78. AND FURTHER THAT HONI requires the following be conveyed to the developer as a precaution: The *abutting transmission station* operate at either 500,000, 230,000 or 115,000 volts. Section 188 of Regulation 213/91 pursuant to the *Occupational Health and Safety Act*, require that no object be brought closer than 6 metres (20 feet) to an energized 500 kV conductor. The distance for 230 kV conductors is 4.5 metres (15 feet), and for 115 kV conductors it is 3 metres (10 feet). It is the developer's responsibility to be aware, and to make all personnel on site aware, that all equipment and personnel must come no closer than the distance specified in the *Act*. They should also be aware that

the conductors can raise and lower without warning, depending on the electrical demand placed on the line.

79. AND FURTHER THAT The Owner acknowledges and agrees to convey any easement(s) as deemed necessary by Bell Canada to service this new development. The Owner further agrees and acknowledges to convey such easements at no cost to Bell Canada.
80. AND FURTHER THAT The Owner agrees that should any conflict arise with existing Bell Canada facilities where a current and valid easement exists within the subject area, the Owner shall be responsible for the relocation of any such facilities or easements at their own cost.

MINISTRY OF TRANSPORTATION (MTO)

81. AND FURTHER THAT prior to final approval, the owner(s) to submit to the Ministry of Transportation for review and approval, a copy of a Traffic Impact Study indicating the anticipated traffic volumes and their impact on Highway 3 through the following locations:
 - a. Highway 3 and Dalton Road intersection
82. AND FURTHER THAT The Traffic Impact Study will be prepared in accordance with MTO's Traffic Impact Study Guidelines. The owner's transportation consultant shall be RAQS certified.
83. AND FURTHER THAT prior to final approval, the owner should be aware that any highway improvements identified from our review and analysis of the Traffic Impact Study will be the responsibility, (financially and otherwise) of the owner. A Legal Agreement will be required to be entered into between the owner and MTO, whereby the owner agrees to assume financial responsibility for the design and construction of all necessary associated highway improvements.
84. AND FURTHER THAT prior to final approval, the owner shall submit a stormwater management report along with grading/drainage plans for the proposed development for review and approval.
85. AND FURTHER THAT Prior to final approval, the owner shall submit to the Ministry of Transportation for review and approval a draft copy of the M-Plan for this subdivision.
86. AND FURTHER THAT prior to final approval, the owners shall provide the Ministry of Transportation for review and approval, the Conditions of Draft Plan Approval and Draft Subdivision Agreement to ensure our requirements have been incorporated.

OFFERS OF PURCHASE AND SALE AGREEMENTS

87. AND FURTHER THAT the Owner shall agree to include a clause within the Agreement that all Offers of Purchase and Sale Agreements for lots and/or units 1 to 19 and Block 12 and Block 13 will include a warning clause to prospective purchasers of lots adjacent to employment or industrial uses advising of the potential of odour and noise.
88. AND FURTHER THAT the Owner shall agree to include a clause within the Agreement that all Offers of Purchase and Sale Agreements for all lots and/or units will include a clause advising prospective

purchasers that lot grading shall be maintained according to the Master Grading Plan and alterations shall require approval Norfolk County's Chief Building Official Division.

89. AND FURTHER THAT That the Owner/Developer must agree in the Development Agreement to notify all purchasers of residential units and/or renters of same, by inserting the following clauses in all offers of Purchase and Sale/Lease:

- i. "Despite the best efforts of the Grand Erie District School Board (GEDSB), accommodation in nearby facilities may not be available for all anticipated students. You are hereby notified that students may be accommodated in temporary facilities and/or bussed to a school outside the area, and further, that students may, in future, be transferred to another school."*

FINAL PLAN APPROVAL

90. AND FURTHER THAT the Owner agrees that the final plans will be preapproved by Registry Office and the Agreement Administrator prior to execution and deposit.

91. AND FURTHER THAT the Owner agrees to enter into an Agreement, and any subsequent amending or supplementary Agreements thereto, and that the Agreements shall be registered on title to the subject lands, all at the Owner's expense.

92. AND FURTHER THAT the Owner agrees to postpone any charges and/or mortgages to the County's Agreement, and that the Postponement of Interest shall be registered on title to the subject lands, all at the Owner's expense.

93. AND FURTHER THAT the Owner agrees that prior to final plan approval; the Agreement Administrator is to be advised in writing how all conditions have been met with the submission of a comprehensive package that includes written approvals written acceptances, final reports and documentation to detail how each condition has been satisfied.

94. AND FURTHER THAT the Owner shall advise in writing how conditions 1 to 93 have been satisfied at least twenty one (21) days prior to the final plan approval of the development.

95. AND FURTHER THAT the Owner agrees that if there are violations of any draft plan conditions of approval for the development that the draft plan approval becomes null and void.

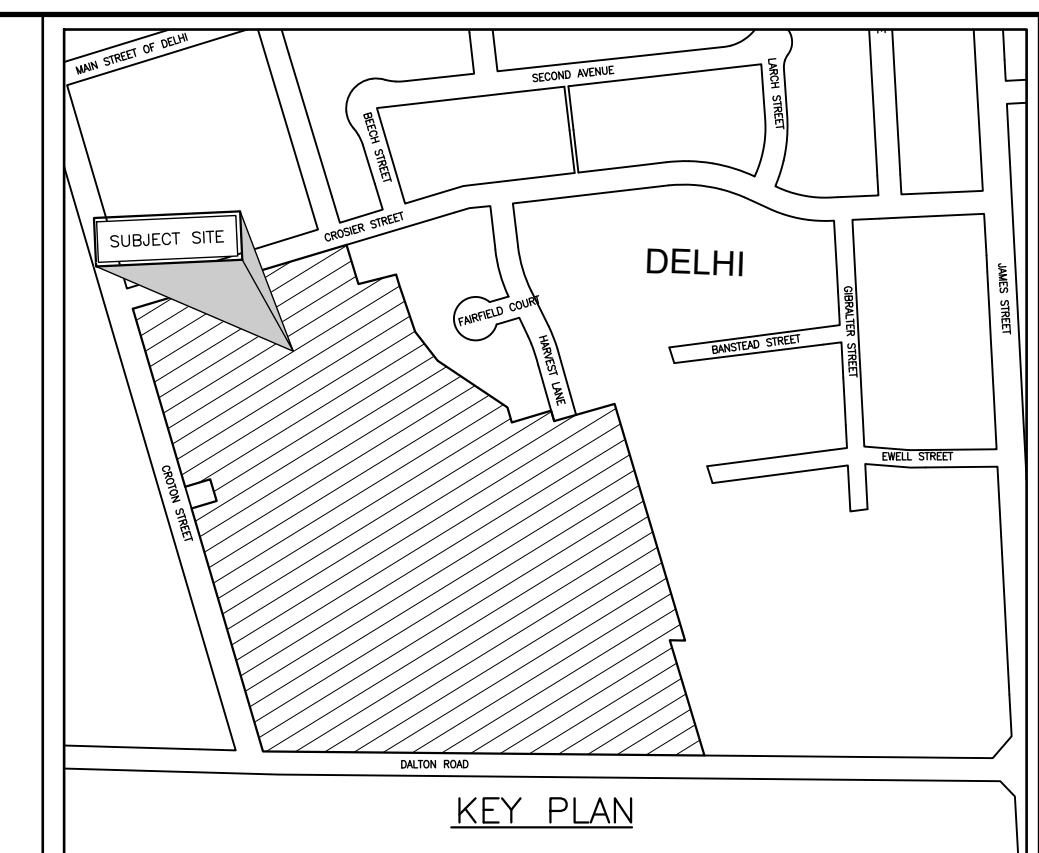
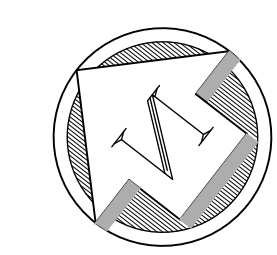
NOTES TO DRAFT PLAN APPROVAL

That an application for draft plan of approval expiry date extension could result in a review of the draft plan and conditions of approval which may result in a redline development application requirement.

That the development must be in compliance with Norfolk County's Design Criteria, as amended from time to time.

That all development approvals provided can be superseded with the introduction of new design standards, technical requirements, policy guidelines, legislation and regulations. If a proposal does not meet the minimum design standards, technical requirements, policy guidelines, legislation and regulations in force and effect, a

redline revision to the draft plan and additions, removal or modifications to these draft plan conditions may be required.



DRAFT PLAN OF SUBDIVISION
OF PART OF
LOT 4, BLOCK 42
OF REGISTERED PLAN 189
DELHI
IN
NORFOLK COUNTY

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE LANDS TO BE SUBDIVIDED AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE ACCURATELY AND CORRECTLY SHOWN.

DATED: _____

ONTARIO LAND SURVEYOR

OWNER'S CONSENT

I HEREBY CONSENT TO THE FILING OF THIS PLAN IN DRAFT FORM FOR APPROVAL.

DATED: _____

OWNER: _____

OWNER: _____

OWNER: _____

- SECTION 51 (17) PLANNING ACT, R.S.O. 1990**
- (a) THE BOUNDARIES OF THE LAND PROPOSED TO BE SUBDIVIDED, CERTIFIED BY AN ONTARIO LAND SURVEYOR; SHOWN ON DRAWING
 - (b) THE LOCATIONS, WIDTHS AND NAMES OF THE PROPOSED HIGHWAYS WITHIN THE PROPOSED SUBDIVISION AND OF EXISTING HIGHWAYS ON WHICH THE PROPOSED SUBDIVISION ABUTS; SHOWN ON DRAWING
 - (c) ON A SMALL KEY PLAN, ON A SCALE OF NOT LESS THAN ONE CENTIMETRE TO 100 METRES, ALL OF THE LAND ADJACENT TO THE PROPOSED SUBDIVISION THAT IS OWNED BY THE APPLICANT OR IN WHICH THE APPLICANT HAS INTEREST, EVERY SUBDIVISION ADJACENT TO THE PROPOSED SUBDIVISION AND THE RELATIONSHIP OF THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED TO THE BOUNDARIES OF THE TOWNSHIP LOT OR OTHER ORIGINAL GRANT OF WHICH THE LAND FORMS THE WHOLE OR PART; SHOWN ON DRAWING
 - (d) THE PURPOSE FOR WHICH THE PROPOSED LOTS ARE TO BE USED; SEE LAND USE TABLE.
 - (e) THE EXISTING USES OF ALL ADJOINING LANDS; SHOWN ON DRAWING
 - (f) THE APPROXIMATE DIMENSIONS AND LAYOUT OF THE PROPOSED LOTS; SHOWN ON DRAWING
 - (f.1) IF ANY AFFORDABLE HOUSING UNITS ARE BEING PROPOSED, THE SHAPE AND DIMENSIONS OF EACH PROPOSED AFFORDABLE HOUSING UNIT AND THE APPROXIMATE LOCATION OF EACH PROPOSED AFFORDABLE HOUSING UNIT IN RELATION TO OTHER PROPOSED RESIDENTIAL UNITS;
 - (g) NATURAL AND ARTIFICIAL FEATURES SUCH AS BUILDINGS OR OTHER STRUCTURES OR INSTALLATIONS, RAILWAYS, HIGHWAYS, WATERCOURSES, DRAINAGE DITCHES, WETLANDS AND WOODED AREAS WITHIN OR ADJACENT TO THE LAND PROPOSED TO BE SUBDIVIDED; SHOWN ON DRAWING
 - (h) THE AVAILABILITY AND NATURE OF DOMESTIC WATER SUPPLIES; A MUNICIPAL WATER SUPPLY WILL BE INSTALLED BY THE DEVELOPER IN ACCORDANCE WITH THE REQUIREMENTS OF NORFOLK COUNTY.
 - (i) THE NATURE AND POROSITY OF THE SOIL; SOIL NATURE - SAND ; SOIL POROSITY - HIGH
 - (j) EXISTING CONTOURS OR ELEVATIONS AS MAY BE REQUIRED TO DETERMINE THE GRADE OF THE HIGHWAYS AND THE DRAINAGE OF THE LAND PROPOSED TO BE SUBDIVIDED; SHOWN ON DRAWING
 - (k) THE MUNICIPAL SERVICES AVAILABLE OR TO BE AVAILABLE TO THE LAND PROPOSED TO BE SUBDIVIDED; MUNICIPAL SERVICES INCLUDING WATER SUPPLY, SANITARY SEWERS, STORM SEWERS, CURB AND GUTTER, PAVED ROADS, STREET LIGHTING AND SIDEWALKS WILL BE INSTALLED BY THE DEVELOPER IN ACCORDANCE WITH THE REQUIREMENTS OF NORFOLK COUNTY.
 - (l) THE NATURE AND EXTENT OF ANY RESTRICTIONS AFFECTING THE LAND PROPOSED TO BE SUBDIVIDED, INCLUDING RESTRICTIVE COVENANTS OR EASEMENTS; NO RESTRICTIVE COVENANTS IN EXCESS OF THE EXISTING ZONING AND BUILDING BY-LAWS ARE PROPOSED. SEE LAND USE TABLE.

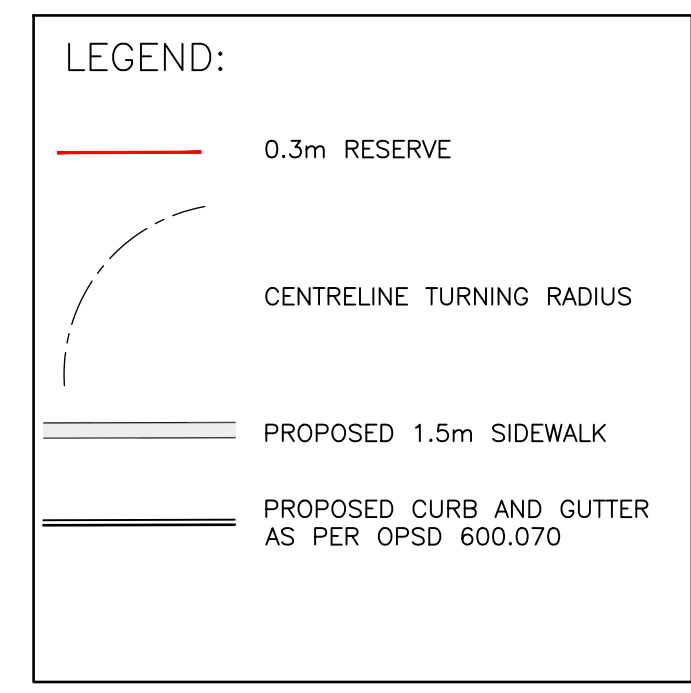
| DATE | REVISION |
|------------|-----------------------------|
| 2024-01-17 | REVISED PER COUNTY COMMENTS |
| 2024-04-16 | REVISED PER COUNTY COMMENTS |
| 2024-05-03 | REVISED PER COUNTY COMMENTS |

**RYDER SUBDIVISION
DRAFT PLAN**

TOWN OF DELHI

| | | | |
|-----------------------------|--------------------------------|---------------------------|-------------------------|
| DRAWN BY: NBN/TJC | DESIGNED BY: NBN/TJC | CHECKED BY: JTI | SCALE: 1:1000 |
|-----------------------------|--------------------------------|---------------------------|-------------------------|

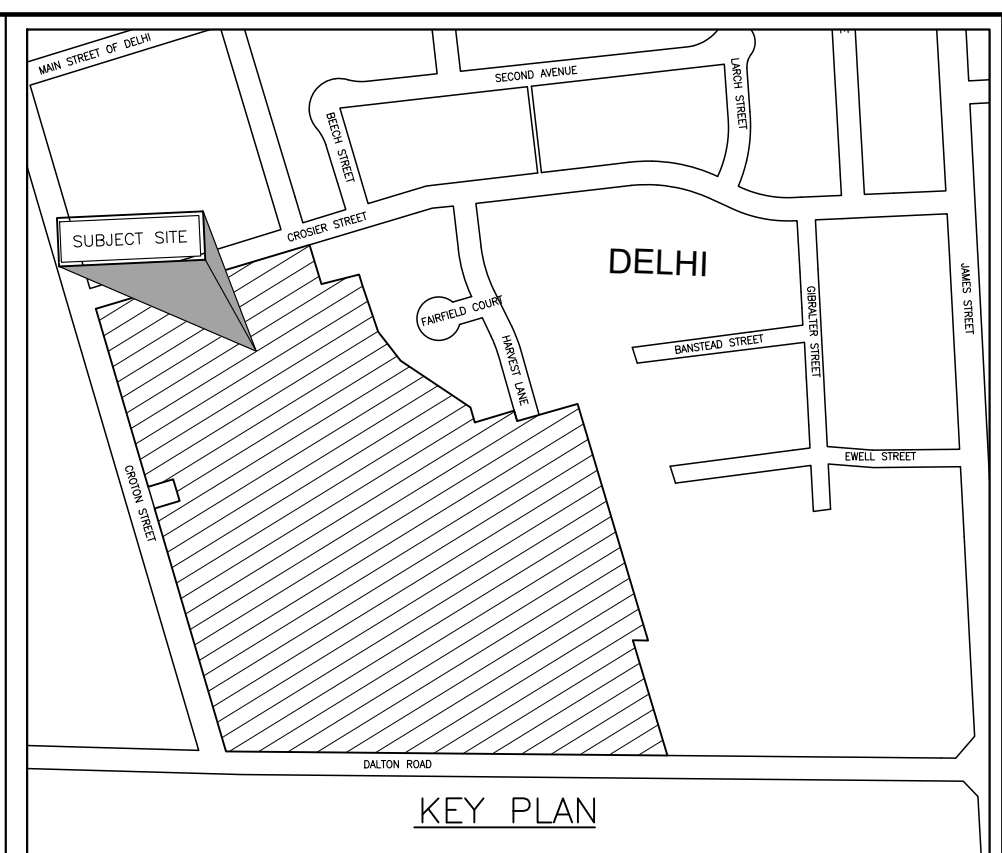
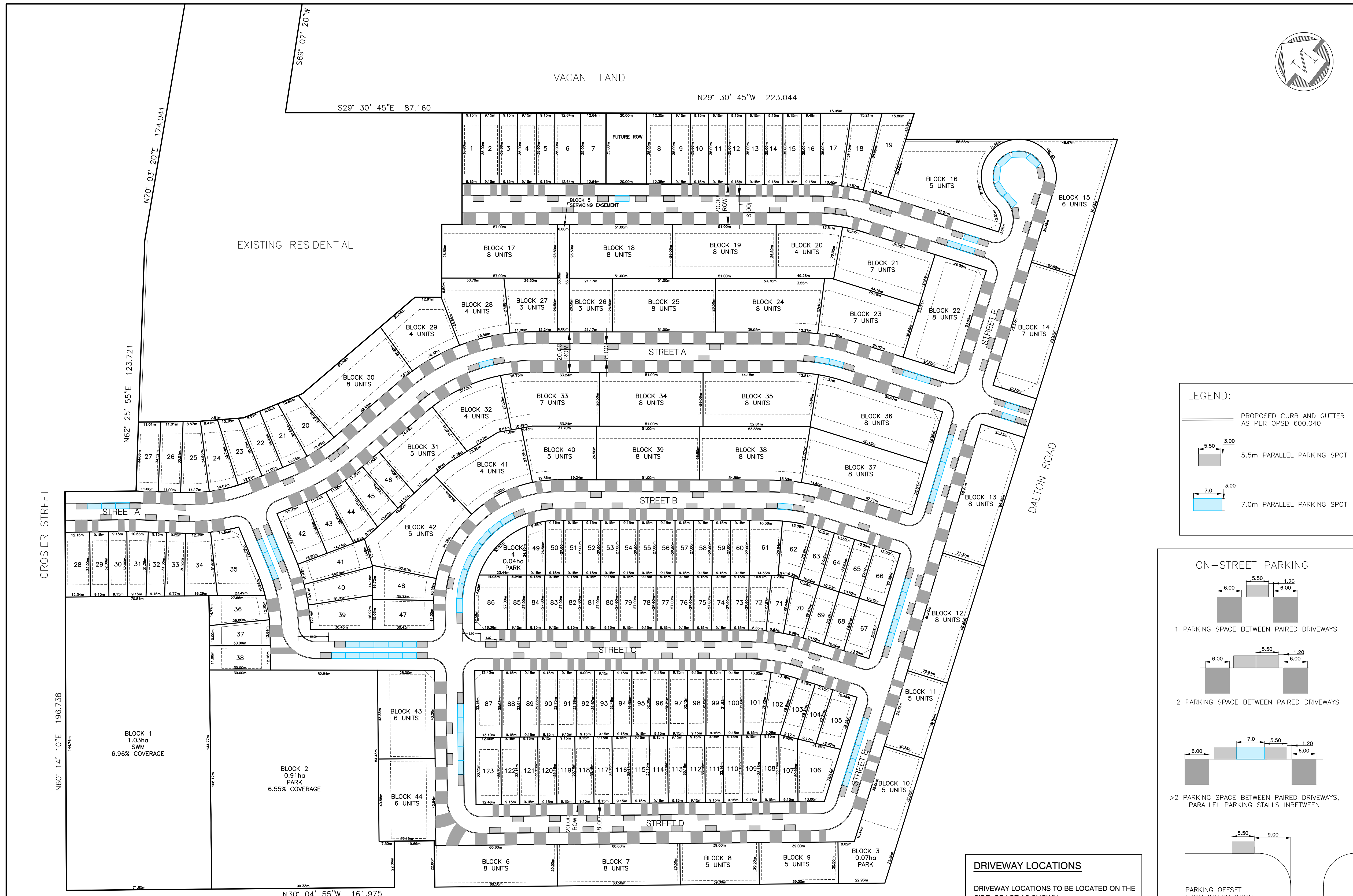
| | | |
|--|--|--|
| | G. DOUGLAS VALLEE LIMITED 2 TALBOT STREET NORTH SIMCOE, ONTARIO N3Y 3W4 (519) 426-6270 | DATE AUG 10/23 |
| | | DRAWING NO. 21-259-DP |



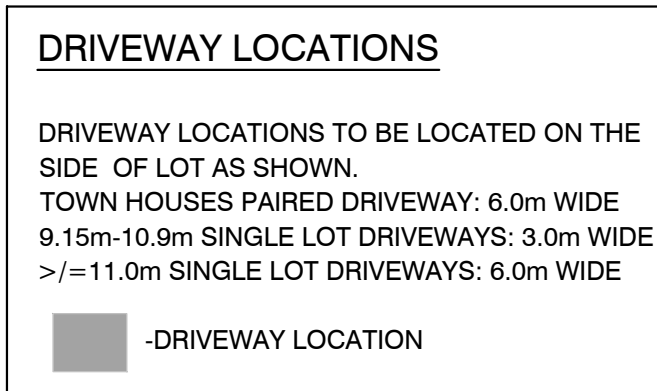
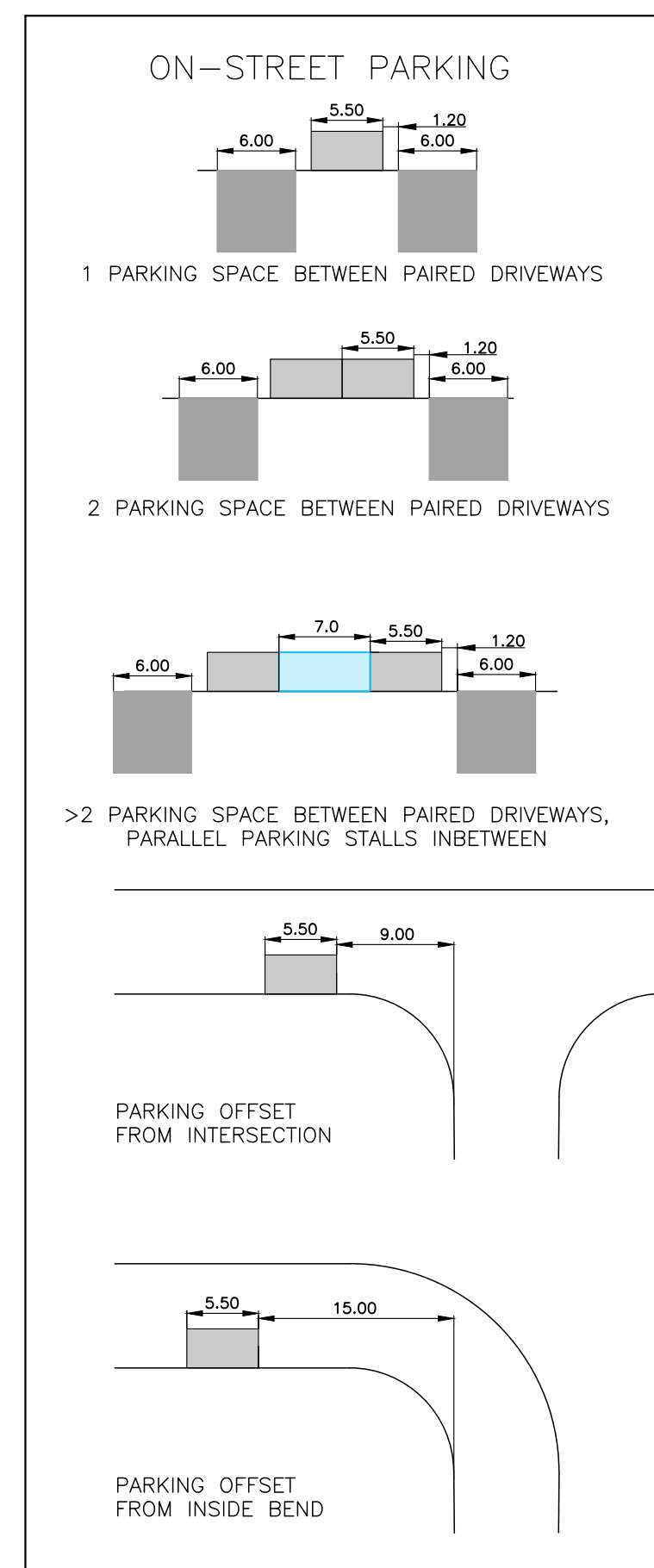
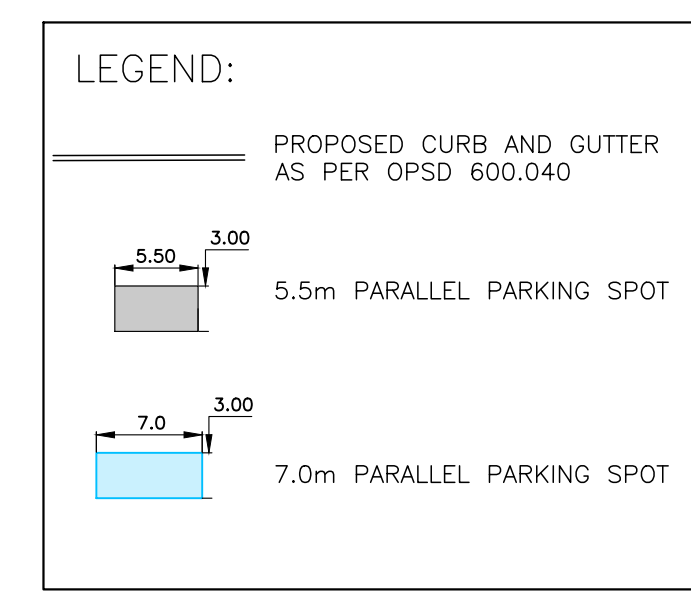
| LAND USE TABLE | | | |
|------------------------|--------------------------|-----------------|------------|
| LOT OR BLOCK | PROPOSED LAND USE | AREA | UNITS |
| 1 TO 123 | SINGLE DETACHED | 4.00ha (27.0%) | 123 |
| BLOCK 4-12 | DUAL FRONTAGE TOWNHOUSES | 1.14ha (7.7%) | 61 |
| BLOCK 13-41 | TOWNHOUSES | 3.52ha (23.7%) | 184 |
| BLOCK 1 | STORMWATER | 1.03ha (6.9%) | |
| BLOCK 2 | PARK | 0.90ha (6.5%) | |
| BLOCK 3 | DUAL FRONTAGE TOWNHOUSES | 0.03ha (0.2%) | |
| BLOCK 42 | SERVICING EASEMENT | 0.07ha (0.5%) | |
| BLOCK 43-61 | FUTURE ROW | 0.02ha (0.1%) | |
| BLOCK 43-61 | 0.30m RESERVE | 0.04ha (0.1%) | |
| TOTAL RESIDENTIAL AREA | | 10.74ha (72.2%) | |
| TOTAL ROADS AREA | | 4.04ha (27.2%) | |
| TOTAL | | 14.82 ha | 368 |

NOTE:
ACCESS EASEMENTS REQUIRED FOR STREET TOWNS REAR YARDS, TO BE SHOWN ON M-PLAN

| ZONING TABLE | | | | | | | | | | | | | | |
|--------------|---------------------------|--------------------|---------------------|--------------------|---------------------|-----------------------|-------|---------------------|--------|------------|-----------|--------------------|--------------------|-----------------|
| ZONE | DESCRIPTION | INTERIOR LOT AREA | | CORNER LOT AREA | | INTERIOR LOT FRONTAGE | | CORNER LOT FRONTAGE | | FRONT YARD | REAR YARD | EXTERIOR SIDE YARD | INTERIOR SIDE YARD | BUILDING HEIGHT |
| | | MIN | PROP | MIN | PROP | MIN | PROP | MIN | PROP | | | | | |
| R1-B | SINGLE DETACHED DWELLINGS | 360m ² | 233.5m ² | 450m ² | 340.5m ² | 12m | 9.15m | 15m | 12.15m | 6m | 4.4m | 7.5m | 6.0m | 11m |
| R4 | STREET TOWNHOUSE | 156m ² | 168m ² | 264m ² | 225.4m ² | 6.5m | 6m | 11m | 8.5m | 6m | 4.4m | 7.5m | 6.0m | 11m |
| R4 | DUAL FRONTAGE TOWNHOUSES | 156m ² | 147.6m ² | 264m ² | 393.6m ² | 6.5m | 7.2m | 11m | 17.85m | 6m | 2m | 7.5m | 6m | 14m |
| OS | OPEN SPACE (SWM AND PARK) | 1390m ² | 362.9m ² | 1390m ² | 362.9m ² | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |



PRELIMINARY DRAFT
 FOR DISCUSSION PURPOSES ONLY.
 SUBJECT TO REVIEW FROM NORFOLK COUNTY STAFF



| | |
|-----------------------------------|-----------------|
| TOTAL AVAILABLE ON-STREET PARKING | 198 SPACES |
| TOTAL UNIT COUNT | 371 UNITS |
| ON-STREET PARKING RATIO | 0.53 SPACE/UNIT |

NOTE: ACCESS EASEMENTS REQUIRED FOR STREET TOWNS REAR YARDS, TO BE SHOWN ON M-PLAN

| DATE | REVISION |
|------------|--------------------------|
| 2023-12-01 | ISSUED FOR COUNTY REVIEW |

THE GARDENS OF DELHI SUBDIVISION
 (FORMALLY RYDER SUBDIVISION)

PARKING PLAN

TOWN OF DELHI

| | | | |
|----------------------|-------------------------|--------------------|-----------------|
| DRAWN BY: NBN/TJC | DESIGNED BY: NBN/TJC | CHECKED BY: JTI | SCALE 1:1000 |
|----------------------|-------------------------|--------------------|-----------------|

| | |
|---|-----------------------------------|
| G. DOUGLAS VALLEE LIMITED 2 TALBOT STREET NORTH SIMCOE, ONTARIO N3Y 3W4 (519) 426-6270 | DATE NOV 28/23 |
| | DRAWING NO. 21-259-PARK |



Working together with our community

Council Meeting – May 22, 2024

Subject: Development application ZNPL2024067 to amend the Zoning By-Law from Rural Industrial (MR) to Agricultural (A) to fulfill a condition of approval for boundary adjustment application BNP2022150.

Report Number: CD-24-056

Division: Community Development

Department: Planning

Ward: Ward 4

Purpose: For Decision

Recommendation(s):

That application ZNPL2024067, affecting the lands described as Concession 2 Part Lot 2, 151 Highway 6, Norfolk County, to amend the Norfolk County Zoning By-Law 1-Z-2014 from Rural Industrial (MR) to Agricultural (A), **be approved**.

Further that all public input received for this application were considered as part of the decision, as outlined in staff report CD-24-038.

Executive Summary:

An application has been received to amend the Zoning By-Law of Norfolk County to fulfill a condition of approval for boundary adjustment application BNPL2022150.

Discussion -

See Public Hearing Committee report CD-24-038 <https://www.norfolkcounty.ca/wp-content/uploads/2024/05/CD-24-038-Public-Hearing-Committee-Report-151-Highway-6.pdf> for additional background information on the site, proposal and context.

Site Context:

As shown in the figure below, the subject lands are located northwest of the intersection of Port Ryerse Road and Highway 6 having civic address 151 Highway 6. The area of the subject lands is approximately 7.8 acres and is occupied by a landscaping business (mulch, stone, garden soil) to general public. The surrounding lands are predominantly agricultural in use with limited residential lots on Highway 6 and Port Ryerse Road.

The applicant is proposing a zoning by-law amendment to satisfy a condition of approval for a boundary adjustment (BNPL2022150) benefitting the abutting residential

lands to the east with civic address 459 Port Ryerse Road. As indicated by the staff report included as Attachment A, planning staff recommended refusal for file BNPL2022150 which was approved by the Committee of Adjustment on July 20, 2022.

These properties were subject of a similar exercise through paired boundary adjustment and zoning by-law amendment applications (BNPL2013016, ZNPL2013015) which were approved by Committee and Council in March of 2013.

The Planning recommendation reports for BNPL2022150 and BNPL2013016 is included as Attachment A.



Figure 1. Aerial view of the subject lands and surrounding area

Proposal Summary:

The applicant is proposing to amend the zoning of 151 Highway 6 from Rural Industrial to Agricultural Zone. The lands are designated Agricultural in the Official Plan. The intent through the associated consent approval is to add the subject lands to the existing lot with a residential dwelling to the east.

In support of this application, a concept plan was submitted by the applicant.

Consultation(s) -

Technical Comments / Analysis:

The application was circulated to various internal departments and external agencies for review and comment. Technical comments have been received by department staff. No

concerns were raised by department staff pertaining to the proposed Zoning By-Law Amendment.

See Attachment B for the complete technical comments.

Regard for Public Input and Statutory Public Hearing Committee Meeting:

The Statutory Public Meeting for the development application(s) was held at the May 7, 2024 Public Hearings Committee (of Council).

No public submissions were received as of the writing of this report.

Planning Considerations:

The subject lands are Class 3 soils, falling under the PPS definition of *prime agricultural lands*, and designated Agricultural in the Official Plan. The property is also predominantly surrounded by agricultural land base and can be understood as being within the *prime agricultural area* defined by the PPS.

The preceding boundary adjustment was evaluated in conformity to the PPS requirement that lot adjustments in *prime agricultural areas* may be permitted for *legal or technical reasons*. The severance application identified that the legal or technical reason was that the lot reflect the *de facto* use of the lands which have been maintained as a lawn or grassed area by the property owner of the lands to benefit. While the Committee decision pre-empted the Zoning By-Law Amendment application, the Zoning By-Law Amendment must be evaluated separately on its own merit.

The PPS provides guidance on the intended use of *prime agricultural lands*, *prime agricultural areas* and *rural areas*. *Prime agricultural areas* are to be protected for long-term use for agriculture, to facilitate three permitted uses: agricultural uses, agriculture-related uses and on-farm diversified uses. Agricultural-related uses are commercial and farm-related industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity. The Official Plan of Norfolk County reflects this direction from the PPS in its policies – suggesting the Agricultural designation should be protected from the intrusion of incompatible uses, and drivers of economic activity like agricultural-related uses, can benefit from their proximity to arterial roads.

The Rural Industrial Zone permits a range of uses – it is the opinion of staff these uses can accommodate commercial- and industrial- agricultural-related uses that reflects the intent of Official Plan policies for the Agricultural designation. Currently, the County has 51 parcels zoned Rural Industrial (see Attachment D).

In determining whether the intent of provincial and municipal policy is met by the proposed amendment, staff are tasked with weighing multiple values.

First, while residential amenity space is in essence being prioritized over lands currently zoned to accommodate a range of potential rural industrial uses, staff must also acknowledge that the MR zone and underlying Agricultural designation permits single detached dwellings as a use. This suggests that the amendment from MR zone to A zone does not introduce an incompatible use. The current parcel could be used to accommodate a single detached dwelling and lawn space, without the requirement of a planning application.

Second, the process of re-zoning the parcel to satisfy a condition of approval of a previous consent to sever can be understood as an administrative or technical exercise. Additionally, removing the permissions of the MR-Zone and site plan control will improve clarity on any requirements affecting the residential lands to benefit.

Lastly, staff must weigh the potential impact of the loss of MR-zoned land within the broader context of Agricultural areas and their respective economic viability. Desktop research through the County's Geographic Information System indicates that there are 37 properties totaling an approximate area of 110 hectares of comparable lands – specifically, lands within the MR-zone and Agricultural designation (Figure 3). It is the opinion of staff that when considering the impact comprehensively – the 1,224 square metres parcel affected through ZNPL2024067 will not have a significant impact on Norfolk County's catalogue of rural industrial zoned lands within the Agricultural designation.

See Attachment C for a detailed review of the policy and zoning considerations and planning comments and Attachment D for illustrative mapping on parcels in the Rural Industrial (MR) Zone.

Financial Services Comments:

This application would have a minor decreased impact on assessment growth and tax revenues as a result of the change in use from rural industrial to agricultural. The change to agricultural zoning will limit any future development on the re-zoned area.

Strategic Plan Linkage:

This report aligns with the 2022-2026 Council Strategic Priority Empowering Norfolk - Putting the tools and resources in place to ensure our business' and residents' success.

Explanation: Development that results from applications under consideration can help contribute to developing infrastructure and supports needed for complete communities.

Conclusion:

Planning staff are of the opinion the proposed Zoning By-Law Amendment can be considered to be consistent with the Provincial Policy Statement and conform to the Official Plan and are recommending this application be approved.

Attachment(s):

Attachment A - BNPL2022150, BNPL2013016 Planning Reports
Attachment B - Technical Comments
Attachment C - Planning Consideration Review
Attachment D - Parcels zoned Rural Industrial (MR)
Attachment E - Recommended Zoning By-Law

Approval:

Approved By:
Brandon Sloan, BES, MCIP, RPP
General Manager
Community Development Division

Reviewed By:
Mohammad Alam, MPL, MUD, MCIP, RPP
Supervisor, Development Planning
Community Development Division

Prepared By:
Hannelore Yager, MSc.PI., MCIP, RPP
Senior Planner
Community Development Division



Working together with our community

Committee of Adjustment – July 20, 2022

Applicant: FRASER PRINGLE
Roll Number: 33103370302320000
Location: WDH CON 2 PT LOT 2 (151 Hwy 6, Simcoe)

Report Type: Boundary Adjustment
File Number: BNPL2022150

Proposal: An application has been received to sever a parcel of land having no frontage, an irregular width of 19.812 metres, an irregular depth of 67.14 metres, and having an area of 1,224 square metres and retaining a parcel having an area 3.04 hectares as a boundary adjustment. Severed lands to be added to the rural residential parcel immediately to the east, Roll # 33703022700. Final lot size: 4,340 square metres.

Staff Recommendation:

That Application BNPL2022150 for consent to permit a boundary adjustment, as described in the report, **BE REFUSED**.

Reason: This application is not consistent with the Provincial Policy Statement, does not comply with the policies of the Norfolk County Official Plan regarding the boundary adjustments within the agricultural designation and does not meet the intent of the Zoning By-law.

Public Meeting Details

A public meeting is a statutory requirement in accordance with the *Planning Act*, and is intended to allow members of the public to submit written or oral comments in relation to the proposed development. Additionally, any person may make written submissions at any time prior to Committee of Adjustment making its final decision on the application.

Site Characteristics

The subject lands are located at the north west corner of the intersection of Highway 6 and Port Ryerse Road. The area of the subject lands is approximately 1,224 square metres, with no frontage. As shown in the figure below, the subject lands are occupied by grass. The retained lands is occupied by a landscape supply, soil and mulch establishment, single detached dwelling and accessory structures. The benefiting lands are occupied by a single detached dwelling, detached garage and accessory structure.



Figure 1. Location of proposed boundary adjustment

Planning Application Analysis:

Planning Act Considerations

Section 2 of the *Planning Act* outlines those land use matters that are of provincial interest and for which all county planning decisions shall have regard. The provincial interests that apply to development on this site are the protection of the agricultural resources of the Province; the conservation and management of natural resources and the mineral resource base; the orderly development of safe and healthy communities; the adequate provision of employment opportunities; the protection of public health and safety as well as the appropriate location of growth and development.

Provincial Policy Statement, 2020 Considerations

The Provincial Policy Statement, 2020 (PPS) provides policy direction on matters of provincial interest related to land use planning and development, which is intended to be complemented by local policies addressing local interests. The PPS promotes healthy, livable and safe communities through the efficient use of land throughout the Province of Ontario. The PPS directs municipalities to focus their growth within settlement areas where full municipal services are available.

Section 1: Building Healthy Communities of the PPS promotes the building of strong, healthy communities and includes policies about avoiding development and land use patterns which may cause environmental or public health and safety concerns.

PPS Section 2, entitled Wise Use and Management of Resources, outlines that Ontario's long-term prosperity, environmental health and social well-being is dependant on conserving biodiversity and protecting natural heritage, water, agricultural, cultural heritage and archeological resources. Specifically regarding agriculture, Section 2.3 directs that prime agricultural areas are to be protected for the long-term. Prime agricultural areas are those where prime agricultural lands predominate and consist of land identified as Class 1, 2 and 3 by the Canada Land Inventory.

Policy 2.3.4.1, Lot Creation and Lot Adjustments outlines that lot creation in prime agricultural areas is discouraged and lists four circumstances where it may be considered. Additionally, policy 2.3.4.2 permits lot adjustments in prime agricultural areas for legal or technical *reasons*, which is defined as "severances for purposes such as easements, corrections of deeds, quit claims, and minor boundary adjustments, which do not result in the creation of a new lot".

Planning Comment: The subject lands are designated Agricultural by the Norfolk County Official Plan and are located in an area where prime agricultural land predominates. As indicated by PPS policy 2.3.4.2, minor boundary adjustments are permitted for legal or technical reasons. The property owner of 459 Port Ryerse Road has been maintaining the lands proposed to be severed and added to their property. Staff do not consider this as a legal or technical reason as defined by the PPS. Given the landscaping business that exists on the proposed retained lands, it is staff's opinion that the proposed boundary adjustment will increase the potential for land use conflict between the residential use and the landscaping business located on the agricultural parcel.

In conclusion, it is staff's opinion that the proposed application does not meet the intent of the PPS on the basis that policy 2.3.4.2 has not been satisfied to permit the boundary adjustment as no legal or technical reason has been provided.

Official Plan Considerations

Existing Land Use Designation: "Agricultural Designation"

The majority of land within Norfolk County is designated Agricultural, reflecting the dominance of agriculture within the area. Lands designated as Agricultural are predominantly comprised of Class 1, 2 and 3 soil capability as identified by the Canada Land Inventory, which satisfy the provincial requirement to be considered as prime agricultural land. The policies are designed to protect agriculture from the intrusion of incompatible uses, such as non-farm related residential dwellings and other uses that are sensitive to agricultural practices. Agriculturally related uses are also permitted within the land use designation.

Norfolk County Official Plan Section 7.2.3 outlines policies regarding agricultural lot creation and lot adjustments. Consent to sever land may be considered for the a currently habitable farm dwelling that is deemed surplus to a farming operation as the result of farm consolidation of agricultural properties located within Norfolk County and

adjacent municipalities subject to the policies of Sections 7.2.3 b) and c). The Official Plan also permits consent applications for “technical reasons including minor boundary adjustments, corrections of deeds, quit claims, easements or rights-of-way, or other purposes that do not create an additional separate lot, and which do not change the lot configuration such that a non-agricultural lot is created which would not be in conformity with the policies of this Plan”.

Staff are of the professional opinion that the proposed boundary adjustment is not minor and not consistent with the Agricultural designation.

The General Consent to Sever Land policies of Official Plan Section 9.6.3.2 that application to the application are addressed in Table 1.

Table 1: Section 9.6.3.2 Evaluation of General Consent to Sever Land Policies

| 9.6.3.2 Policy Criteria | Staff Evaluation |
|--|---|
| d) The size of any parcel of land created by consent should be appropriate for the use proposed, considering the level of services available, the soil conditions, and other factors. No parcel shall be created which does not conform to the provisions of the Zoning By-law, except where a minor variance has been secured, in accordance with Section 9.6.3.1 (Minor Variances) of this Plan. | The proposed boundary adjustment will add land to the adjacent residential parcel. The proposed severed land is zoned Rural Industrial (MR). If the boundary adjustment is approved, the residential parcel will have dual zoning, which is not considered appropriate in this instance. It is recommended by staff that the severed lands stay with the industrial property to act as a buffer with the residential parcel. At a minimum, the zoning of the severed lands ought to be amended prior to the Committee of Adjustment considering this application. |
| g) On the granting of an application for consent, conditions may be imposed on the severed and retained parcels. | Recommended conditions are included as Attachment 1 for the Committee of Adjustment to consider. |
| i) Subject to the specific policies of this Plan, consents may be permitted for the purposes of making lot boundary corrections, for the purposes of granting easements, for conveyances and consolidations, and other such administrative or technical matters, provided that such matters are minor in nature. The County shall support the consolidation of undersized lots. | The application is not proposing a lot boundary correction as the neighbours have agreed to a situation where one neighbour would maintain a portion of the adjacent lot. An agreement between neighbours is not consistent with making a “lot boundary correction” as there is no error in the lot line location. It is staff’s professional opinion that the proposed boundary adjustment does not satisfy this policy. |

In summary, it is the professional opinion of staff that the proposed boundary adjustment does not meet the overall intent and purpose of the Official Plan.

Zoning By-Law Considerations

Existing Zoning: Benefiting Lands: “Agricultural Zone (A)”
 Severed Lands: “Rural Industrial Zone (MR)”
 Retained Lands: “Rural Industrial Zone (MR)”

Uses permitted in the “Agricultural Zone” as outlined in the Zoning By-law, include, but are not limited to, single detached dwellings, home occupations, home industries, accessory residential dwelling units, farms and farm process, accessory to a farm.

Section 7.5 identifies a number of permitted uses within the “Rural Industrial” Zone, including commercial greenhouse, fertilizer dealership, flour mill, fuel storage depot, grain elevator and drying facilities and a saw mill.

The proposed boundary adjustment is proposing to sever a portion of a parcel zoned Rural Industrial and merge it with a parcel zoned Agricultural. The zoning of the severed lands permits additional uses that are not consistent with a rural residential lot. Prior to the boundary adjustment being considered by the Committee of Adjustment, Council should make a decision regarding the zoning on the severed lands. Despite the existing area being maintained as part of a rear yard for the residential parcel, the lands are intended to for rural industrial uses, with ought to be protected to ensure that land use compatibility concerns are reduced wherever possible. The proposed boundary adjustment may impact the long term use of the existing operation on the subject lands.

In summary, it is the professional opinion of staff that the proposed boundary adjustment does not meet the overall intent and purpose of the Zoning By-law.

Consultations:

Notice Provisions

Pursuant to the requirements of the *Planning Act R.S.O. 1990, C. P. 13 (“Planning Act”)*, a notice of the statutory public meeting was posted on the subject lands 14 days in advance of the Public Meeting. Notifications were mailed to neighbours 60 m on July 6, 2022; and a yellow notification sign was posted on the site on June 17, 2022.

Public Comments: No public input has been received for this application and therefore was not considered as part of the recommendation.

Technical Circulation Comments

The application has been circulated to various internal departments and external agencies for review and comments.

Building Inspector – The building department has reviewed the proposal and has NO comments or conditions.

Zoning Administrator – No further comments from zoning

Development Engineering – Development Engineering has reviewed application **BNPL2022150** and have no comments.

Forestry – No comment from Forestry at this time

GIS Services – No requirements.

Fire – No comments received.

Paramedic Services – No comments received.

Hydro One – No comments received.

Enbridge Gas – Thank you for your correspondence with regard to the proposed Severance. Enbridge Gas Inc, (formerly Union Gas Ltd.), does have service lines running within the area which may or may not be affected by the proposed severance.

Should the proposed severance impact these services, it may be necessary to terminate the gas service and relocate the line according to the new property boundaries. Any Service relocation required due to a severance would be at the cost of the property owner. Also, should future gas service be required to either the severed or retained parcel, a request for gas service needs to be submitted to the Attachment Centre at 1-866-772-1045.

Canada Post – Please be advised that Canada Post does not have any comments on this application for severance and boundary adjustment as this will not affect mail delivery.

Conclusion:

It is the professional opinion of planning staff that the subject application is not consistent with the policies of the PPS, does not conform to the Official Plan as it relates to consent to sever policies in the Agricultural designation and does not meet the general intent of the zoning by-law. Staff do not support this application and recommend that it be refused.

Attachments

Attachment 1 – Proposed Conditions of Approval
Map Location Map

Map A
Map B
Map C

Prepared By:
Jennifer Catarino, MCIP, RPP
Senior Planner
For more information, call:
519-426-5870 ext. 8013

CONDITIONS:

1. Receipt of a letter from Norfolk County indicating that their requirements, financial or otherwise have been satisfied including:
 - a. Proof that property taxes are paid and up to date, or payment of any outstanding taxes;
2. That a zoning by-law amendment application for the severed lands changing the zoning from Rural Industrial Zone (MR) to Agricultural Zone (A) be approved by Norfolk County Council and confirmation provided to the Secretary Treasurer.
3. That a one square foot portion of land presently owned by: **PRINGLE JOHN FRASER & PRINGLE JOAN ARLENE** (assessment roll number **33703022700**) be conveyed to the abutting road allowance owned by Norfolk County (registered copy of document for conveyance and reference plan required) for the purposes of consolidating the subject lands and that the costs for completing same be at the expense of the applicant, if determined necessary by the applicant's solicitor.
4. That the severance subject of this application not be completed prior to the lands identified by assessment roll number **33703023200** being transferred to **PRINGLE JOHN FRASER & PRINGLE JOAN ARLENE** and that evidence of this transaction submitted to the Secretary-Treasurer prior to the issuance of the Certificate of Official.
5. That Section 50(3) or (5) of the Planning Act shall apply to any subsequent conveyance or transaction.
6. That the severed parcel becomes part and parcel of the abutting lands presently owned by **PRINGLE JOHN FRASER & PRINGLE JOAN ARLENE** assessment roll number **33703022700**.
7. That the solicitor acting in the transfer provides their undertaking in the following manner:

“In consideration of the Certificate of Official, I undertake to ensure that at the time of the registration of the said Certificate of Official or deed upon which time it has been affixed, the name of the registered owner of the abutting lands is the same as that of the Grantee in the said deed”.
8. Receipt of three copies of the registered reference plan for the severed parcel of land from the solicitor acting in the transfer.

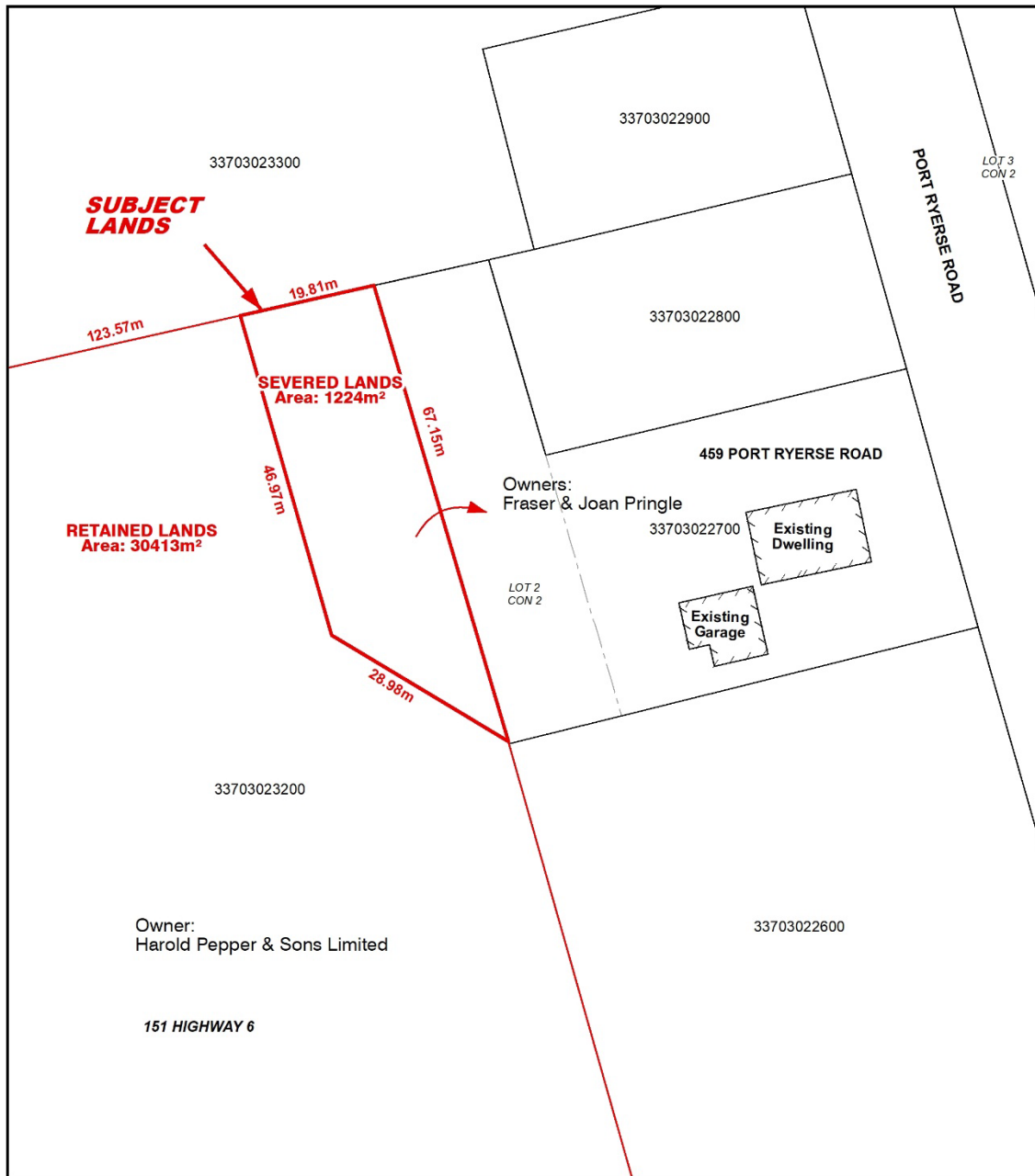
9. Receipt of three copies of the deed for the severed parcel of land, or if filling by electronic registration, receipt of the PIN print-out and three copies of the Transfer in Preparation from the solicitor acting in the transfer.
10. That the solicitor acting in the transfer provides an undertaking to provide the Secretary- Treasurer with a copy of the first page of the Receipted Transfer upon the completion of the electronic registration.
11. That the included conditions must be fulfilled and the Certificate of Official for consent be issued by the Secretary-Treasurer on or before the lapsing date noted below after which time the consent will lapse.

LAPSING DATE:

JULY 20, 2023 subject to any extensions as necessitated by the potential impacts due to the Covid-19 pandemic.

LOCATION OF LANDS AFFECTED
CONCEPTUAL PLAN
Geographic Township of WOODHOUSE

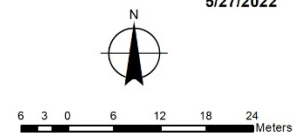
BNPL2022150



Legend

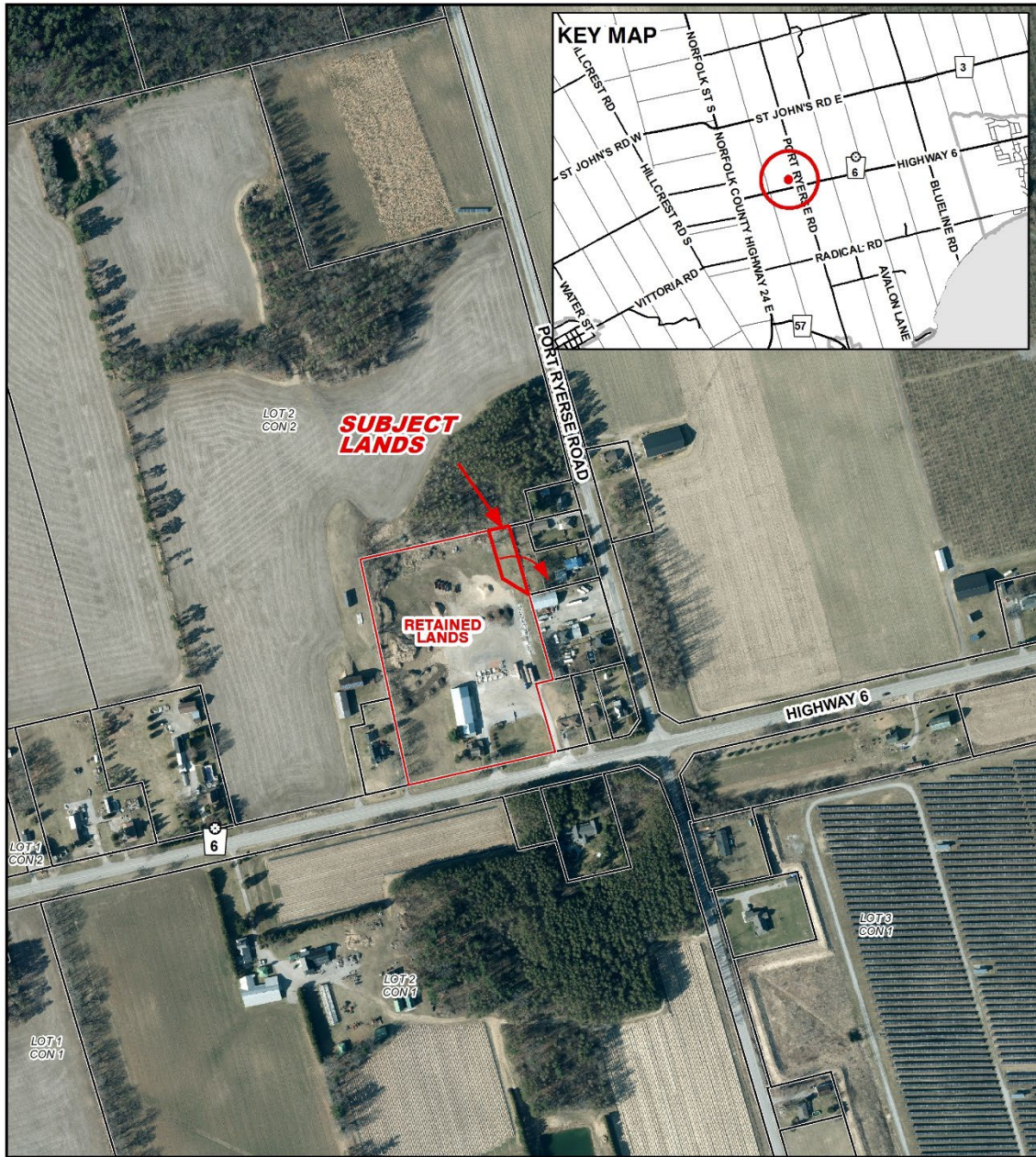
-  Subject Lands
-  Lands Owned

5/27/2022



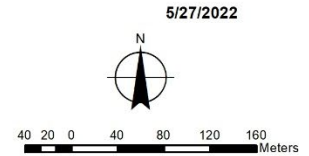
MAP A
CONTEXT MAP
Geographic Township of WOODHOUSE

BNPL2022150



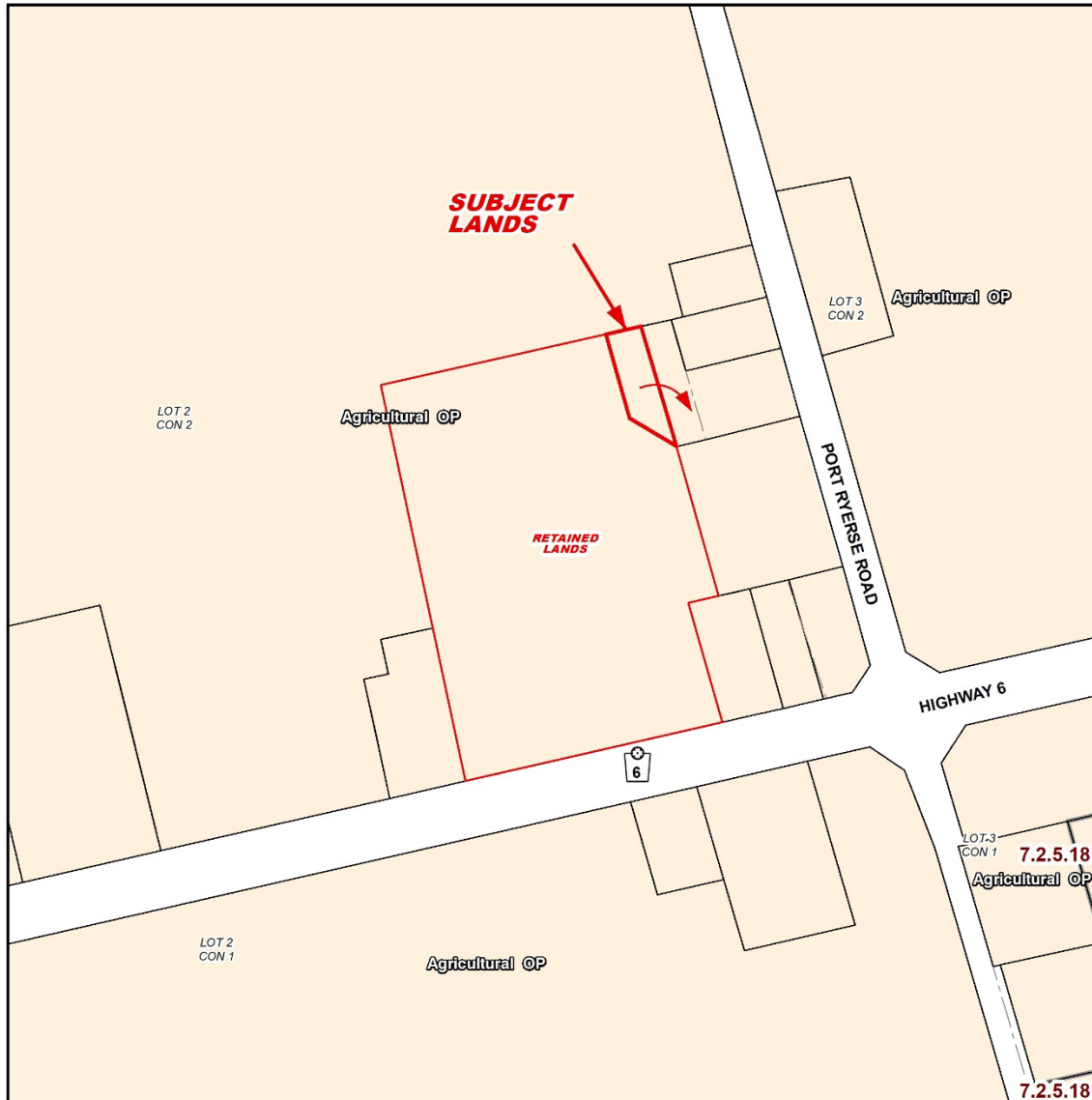
Legend

- Subject Lands
- Lands Owned
- 2020 Air Photo



MAP B
OFFICIAL PLAN MAP
Geographic Township of WOODHOUSE

BNPL2022150



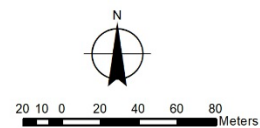
Legend

-  Subject Lands
-  Lands Owned

Official Plan Designations

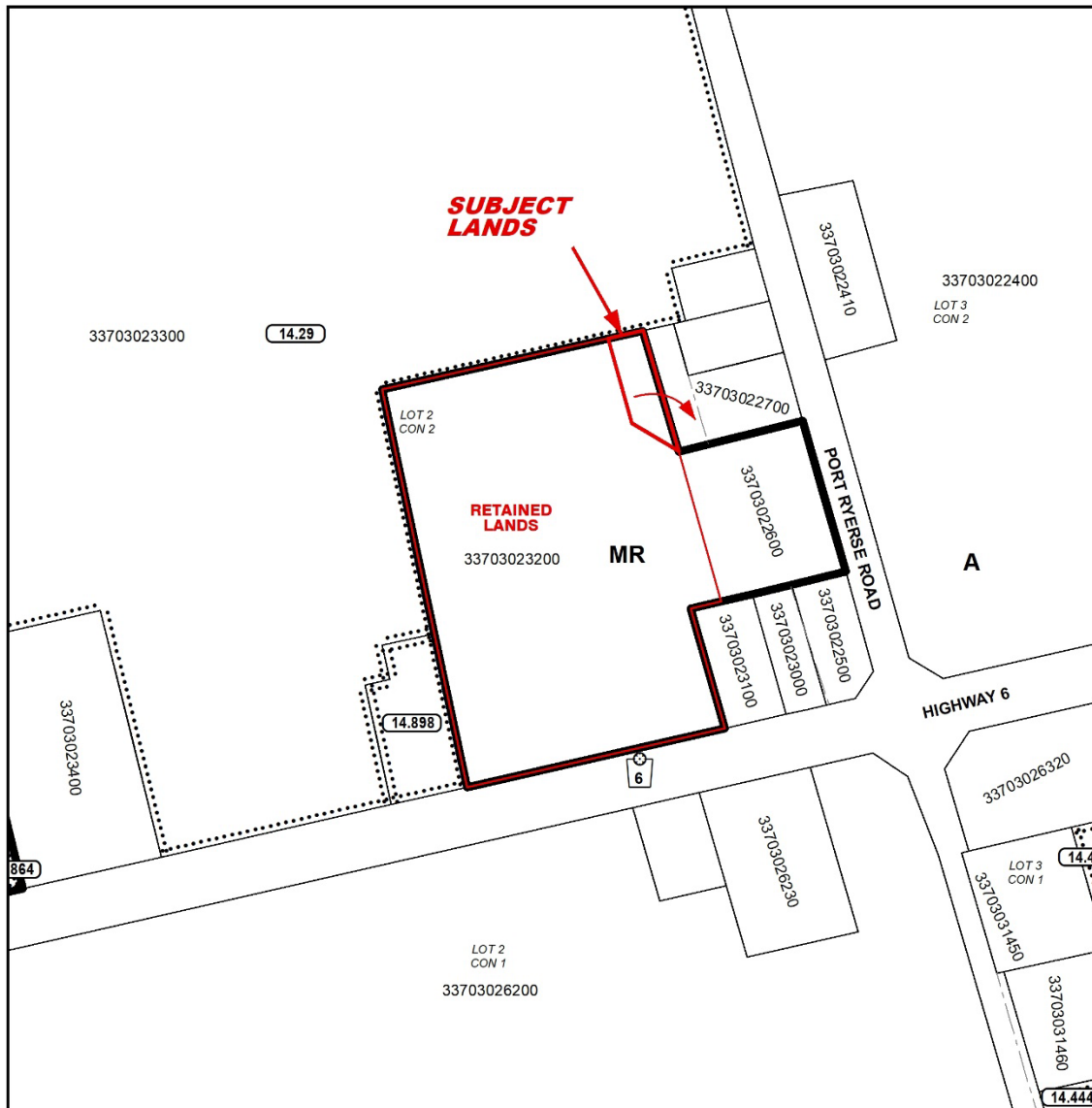
-  Agricultural

5/27/2022



MAP C
ZONING BY-LAW MAP
Geographic Township of WOODHOUSE

BNPL2022150



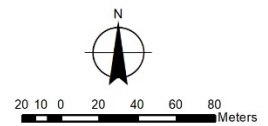
LEGEND

- Subject Lands
- Lands Owned

ZONING BY-LAW 1-Z-2014

5/27/2022

- (H) - Holding
- A - Agricultural Zone
- MR - Rural Industrial Zone





COMMITTEE OF ADJUSTMENT
REPORT REGARDING AN APPLICATION FOR
CONSENT

FILE NUMBER: BNPL2013016

MEETING DATE: March 21, 2013
APPLICANT(S): J. FRASER PRINGLE
AGENT(S): CLINE BACKUS NIGHTINGALE & MCARTHUR - MARIA KINKEL
ROLL NUMBER: 3310337030232000000
LOCATION: WDH CON 2 PT LOT 2 RP, 37R1311 PART 1 (151 Hwy #6)

PROPOSAL:

An application has been received to sever a parcel of land having no frontage, a depth of 16.7m (55ft), a width of 66.6m (218.5ft) and having an area of 0.27acres (0.11 ha) as a boundary adjustment. Lands to be added to existing lot located at 459 Port Ryerse Road. Final Lot size 0.76 acres (0.30ha)

PLANNING STAFF RECOMMENDATION:

That Application **BNPL2013016 BE APPROVED**, subject to the attached conditions

REASON: The application complies with the policies in the Norfolk County Official Plan regarding technical severances and boundary adjustments.

SITE FEATURES AND LAND USE: The subject lands are approximately 0.27 acres (0.11 ha) in size and are located at the north east corner of 151 Highway # 6, west of Port Dover. There are no buildings located on the subject lands. The lands are grassed with some trees. The subject lands are surrounded by residential lots to the east, a woodlot to the north, an agricultural trucking business to the west and farmland to the south.

PERTINENT CIRCULATION COMMENTS:

Building Inspector (Sewage System Review) – no concerns

Fire – no comment at this time

Forestry Division - The Norfolk Forest Conservation Service has identified no concerns with this application.

GIS Section – no requirements

Public Works and Environmental Services – no requirements

COMMUNITY PLANNING COMMENTS

The subject lands are designated for Agricultural purposes in the Norfolk County Official Plan and zoned General Industrial 'MG' in the City of Nanticoke Zoning By law NW 1-2000. It should be noted that the applicants have also submitted a Zoning By-law Amendment application which proposes to down zone the subject lands from General Industrial 'MG' to Agricultural 'A'. Planning staff anticipate this application to be heard at a Council meeting in April 2013.

The applicants are proposing to sever a 0.27 acre (0.11 ha) parcel of land located at the north east corner of 151 Highway #6. The lands are to be added to an existing residential lot located at 459 Port Ryerse Road. The agent has indicated that the purpose of the boundary adjustment is essentially to reflect the current use, as the property owners of 459 Port Ryerse Road have been using the strip of land for gardening and other agricultural purposes. The agent also indicated that the current use will not be changing.

The Norfolk County Official Plan and the Provincial Policy Statement permits lot adjustments for legal or technical reasons. Planning staff is of the opinion that the proposed boundary adjustment meets the requirements of the Norfolk County Official Plan as it is a technical boundary adjustment. Furthermore, the increase in size of the residential lot will further allow for sufficient space to dilute nitrates from the onsite sewage disposal system. Planning staff is of the opinion that the final proposed lot size of 0.76 acres is appropriate in this instance.

Planning staff support this application and recommend it be approved, subject to the attached conditions, as it is a technical severance that upholds the intent of the Norfolk County Official Plan.



Kayla Rell, B.A, M.A
Planner

SUBJECT TO THE FOLLOWING CONDITIONS:

1. Receipt of a letter from Norfolk County indicating that their requirements, financial or otherwise have been satisfied including:
 - a) Cash-in-lieu of parkland dedication be paid in accordance with Section 51.1 of the Planning Act, R.S.O. 1990, c.p. 13 (\$350.00 - amount may be revised from time to time).
 - b) Payment of any outstanding taxes.
 - c) Drainage assessment reapportionment be undertaken pursuant to Section 65 of the Drainage Act, R.S.O. 1990 at the applicant's expense (\$_____)
 - d) Road widening.
2. Receipt of a letter from the Building Inspector (Part 8) indicating their requirements have been satisfied
3. Receipt of a letter from the Public Works and Environmental Services Department indicating that their requirements have been satisfied concerning an entrance permit.
4. Receipt of a letter from the Public Works and Environmental Services Department indicating that the applicant has entered into the necessary agreement with the County regarding road construction.
5. Receipt of a letter from the Planning and Economic Development Department indicating that the applicant has entered into the necessary agreement regarding a comprehensive grading plan to address surface drainage of the property satisfying the Public Works and Environmental Services Department.
6. Where the property is registered in Land Titles and where an agreement is required, that the solicitor acting in the transfer provide an undertaking to register the agreement once the deed has been filed and provide Norfolk County with a second original registered copy of said agreement.
7. Receipt of a letter from the Secretary-Treasurer indicating that the zoning of the retained lands has been amended to meet the requirements of Section 2.3.4.1 (c) of the Provincial Policy Statement.
8. Receipt of a letter from the Secretary-Treasurer indicating that a new civic address has been assigned to the **severed** parcel.
9. Receipt of a letter from the Secretary-Treasurer indicating that a new civic address has been assigned to the **retained** parcel.
10. That the severance subject of this application not be completed prior to the lands identified by Assessment Roll No. _____ being transferred to

and that evidence of this transaction submitted to the Secretary-Treasurer prior to the issuance of the certificate.

11. That Section 50(3) or (5) of the Planning Act shall apply to any subsequent conveyance or transaction.
12. That the severed parcel becomes part and parcel of the abutting lands presently owned by **John Fraser Pringle & Joan Arlene Pringle** Roll No. **3310-337-030-227**
13. That the solicitor acting in the transfer provide his undertaking in the following manner: "In consideration of the Certificate by the Official I undertake to ensure that at the time of the registration of the said Certificate or deed upon which time it has been affixed, the name of the registered owner of the abutting lands is the same as that of the Grantee in the said deed".
14. That a one square foot portion of land presently owned by:
_____ (Roll No. _____) be conveyed to the abutting road allowance owned by Norfolk County (registered copy of document for conveyance and reference plan required) for the purposes of consolidating the subject lands and that the costs for completing same be at the expense of the applicant.
15. Receipt of a letter from the Public Works and Environmental Services Department indicating that water and sewer connections have been installed to the severed and retained parcels.
16. Subject to approval of the required Minor Variance Application No.:
17. That a survey be submitted showing the required front, rear and side yard measurements of all existing buildings on the (severed or retained) parcel in accordance with all zone provisions to the satisfaction of the Planning & Economic Development Department.
18. Receipt of five copies of the registered reference plan for the severed parcel of land.
19. Receipt of three copies of the deed for the severed parcel of land, or if filing by electronic registration, receipt of the PIN print-out and *three* copies of the Transfer in Preparation.
20. That the solicitor acting in the transfer provide an undertaking to provide the Secretary-Treasurer with a copy of the first page of the Receipted Transfer upon completion of the electronic registration.
21. That the above conditions must be fulfilled and the Certificate for consent be issued on or before the lapsing date noted below after which time the consent will lapse.

LAPSING DATE: **March 21, 2014**

Attachment B - Technical Comments

Building Department

The building department has reviewed the proposal and has NO comments or conditions.

No Ontario Building Code review has been completed at this time and will be done at permit application stage.

Please reach out to the building department as you get closer to having the planning and applicable approvals in place and staff will be happy to assist you with information on preparing for the building and septic permit stage of the project.

All general permitting inquires: by email: permits@norfolkcounty.ca or by phone: 226-NORFOLK (226-667-3655) Ext 6016

Zoning Department

No comments from zoning.

GIS Department

Norfolk GIS has no requirements at this time.

Development Engineering Department

Development Engineering has reviewed application **ZNPL2024067** and have no comments.

Attachment C – Planning Policy Overview

Planning Act

2 The Minister, the council of a municipality, a local board, a planning board and the Tribunal, in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest such as

- (b) the protection of the agricultural resources of the Province;
- (h) the orderly development of safe and healthy communities;
- (l) the protection of the financial and economic well-being of the Province and its municipalities;
- (p) the appropriate location of growth and development;

Provincial Policy Statement

1.1.1 Healthy, liveable and safe communities are sustained by:

- a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
- c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;

1.1.4 Rural Areas in Municipalities

Rural areas are important to the economic success of the Province and our quality of life. Rural areas are a system of lands that may include rural lands and prime agricultural areas. It is important to leverage rural assets and amenities and protect the environment as a foundation for a sustainable economy.

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

- a) building upon rural character, and leveraging rural amenities and assets;
- c) accommodating an appropriate range and mix of housing in rural settlement areas;
- d) encouraging the conservation and redevelopment of existing rural housing stock on rural lands;

f) promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources;

i) providing opportunities for economic activities in prime agricultural areas, in accordance with policy 2.3.

1.3 Employment

1.3.1 Planning authorities shall promote economic development and competitiveness by:

b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;

2.3 Agriculture

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

2.3.3 Permitted Uses

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

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

2.3.4 Lot Creation and Lot Adjustments

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

Legal or technical reasons: means severances for purposes such as easements, corrections of deeds, quit claims, and minor boundary adjustments, which do not result in the creation of a new lot.

Planning Comment:

The subject lands are Class 3 soils therefore are prime agricultural lands. Property is also predominantly surrounded by agricultural land base and can be understood as being within the *prime agricultural area* and *rural area* of Norfolk County.

Residential lots may be created in accordance with lot creation and lot adjustment policies of 2.3.4. Lot adjustments in *prime agricultural areas* may be permitted for *legal or technical reasons*.

The purpose of the boundary adjustment is to transfer a portion of the subject lands to a residential parcel. The severance application identifies that the legal or technical reason for the adjustment is have the legal boundary reflect the *de facto* use of the lands which have been maintained as a lawn or grassed area by the property owner of the lands to benefit. While the Committee decision pre-empted the Zoning By-Law Amendment application, the Zoning By-Law Amendment must be evaluated separately on its own merit.

Permitted uses in *prime agricultural areas* include *agricultural-related uses*. The PPS does not outline permitted uses in *rural areas* – instead it provides guidance on how healthy, integrated and viable rural areas are supported. This includes leveraging rural amenities and assets, accommodating a mix of housing, supporting redevelopment of housing stock, and supporting the diversification of economic base and economic activities in *prime agricultural areas*.

The subject lands are occupied by a business which sells landscaping materials (mulch, stone, garden soil) to general public. The lands to benefit are used for residential purposes. It is the understanding of staff that while this application may have the effect of reducing the potential for some permitted uses, does not introduce a new use that is incompatible with the PPS.

Official Plan

4.3 Locations of Economic Activity

Economic activity takes many forms. However, some types of economic activity have locational requirements that need to be met in order to provide an optimal environment for economic success

- b) Industrial land shall be focused in Urban Areas and will be located adjacent to or in close proximity to Provincial Highways and arterial roads, where an appropriate level of municipal services are provided. Notwithstanding the foregoing, rural industrial and commercial operations shall be permitted in accordance with the policies of Section 7.2 (Agricultural Designation) of this Plan.

4.4 Promoting Agriculture

Agriculture is the dominant use of land in the County. Agricultural production contributes significantly to the County's economic vitality. The total market value of all farm capital assets amounts to several billion dollars. Agriculture is a significant source of income and employment within the County. Agricultural purchases of equipment, supplies and services contribute significantly to many other sectors of the local economy. It is important to protect prime agricultural land which is the resource base upon which the local agricultural economy depends.

It is the policy of this Plan to promote the further development of Norfolk County's agricultural industry and to provide support to local farmers. To support this policy, the County may undertake the following measures:

- d) Encourage the development of agriculture-related activities that store, distribute, process, mill, or sell farm produce or which repair farm machinery or directly sell supplies to farmers;
- e) Ensure that there is capacity in the County's industrial areas for the establishment of manufacturing and warehouse operations that further clean, process, store and distribute agricultural produce at a scale or volume that cannot be carried out at the farm level;
- f) Encourage the establishment of services that support the agricultural community at locations that best serve agricultural operations;

6.7. Agricultural Land

The County will preserve and foster, as one of its primary objectives, a thriving agricultural industry and the associated rural lifestyle. The land base dedicated to agricultural production must, therefore, be protected and the use of the land must be predominantly agriculturally oriented, with natural resource extraction as an important secondary component.

The main threat to the preservation of the rural character lies in the potential influx of large numbers of incompatible uses into the agricultural areas. Although a certain degree of rural non-farm growth provides benefits to the community, the extent of such development should be limited.

a) The County is committed to the protection of prime agricultural land. The County recognizes, however, that where growth and development occur, it is likely that land with significant agricultural productivity will need to be utilized. Priority shall be given to less productive agricultural land for non-agricultural development, where it is feasible and practical to do so.

e) Where a new settlement area or the expansion of an existing settlement area or the development of a non-agricultural use in the Agricultural Designation is proposed, the impact on agricultural operations shall be assessed and appropriate mitigation

measures identified. Such assessments shall include a description of the agricultural areas and uses, identify agricultural operations that may be impacted including potential limitations on future farming options, identify mitigation measures to avoid or reduce impacts and identify the potential net impact on agriculture.

7.2 Agricultural Designation

The Agricultural Designation is intended to strengthen the agricultural community in the County. The policies are designed to protect agriculture from the intrusion of incompatible uses, such as non-farm related residential dwellings and other uses that are sensitive to agricultural practices. The policies of the Agricultural Designation are also intended to provide the opportunity for businesses that support agricultural operations to locate on farms or in close proximity to farms.

7.2.1 Permitted Uses

h) The following uses may also be permitted, provided these uses do not conflict with existing farming operations, or with any policies related to Provincially Significant Features or Natural Heritage Features:

iv) Agriculture-related commercial and industrial operations, subject to the policies of Section 7.2.2 (Agricultural Designation – Land Use Policies);

j) Non-farm related rural residential development shall not be permitted, except in accordance with Section 7.2.3 (Agricultural Designation - Lot Creation and Lot Adjustment Policies) or on an existing lot of record, subject to the other applicable policies of this Plan.

7.2.3 Agricultural Lot Creation and Lot Adjustment Policies

a) Consent to sever land may be considered for the following purposes:

vi) technical reasons including minor boundary adjustments, corrections of deeds, quit claims, easements or rights-of-way, or other purposes that do not create an additional separate lot, and which do not change the lot configuration such that a non-agricultural lot is created which would not be in conformity with the policies of this Plan

Planning Comment

The subject lands are located on parcel with frontage on an arterial road – Highway 6. Certain drivers of economic activity, such as agricultural-related uses, can benefit from their proximity to arterial roads and agricultural parcels and as a result exist on lands zoned Rural Industrial with an underlying Agricultural designation. It is staff's opinion the

permitted uses of the MR Zone reflect the intent of Official Plan land use policies as it pertains to the Agricultural Designation, Promoting Agriculture, and Agricultural Land, and Economic Activity.

The proposed amendment from the MR zone to A zone has the effect of removing a range of permitted uses on the subject lands that may have economic benefits over the long-term. Cumulatively, the total removal of MR-Zoned land through BNPL2013016 (1,092 sq. m.) and BNPL2022150 (1,224 sq. m) would be approximately 2,316 sq. m. (0.57 ac), resulting in a retained parcel having a lot area of approximately 7.5 acres.

Conversely, through application BNPL2022150 the residential lot benefitting will increase from current lot area of 3075 sq. m. (0.76 ac) to 4,340 sq. m. (1.07 acre) which is not significantly larger from other rural residential lots. While residential amenity space is in essence being prioritized over lands currently zoned to accommodate a range of potential rural industrial uses, staff must also acknowledge that the MR zone and underlying Agricultural designation permits single detached dwellings as a use. This suggests that the amendment from MR zone to A zone does not introduce an incompatible use in the Agricultural designation. The current parcel could be used to accommodate a single detached dwelling and lawn space, without the requirement of a planning application.

Zoning By-Law

Section 7.5.1. of the Zoning By-Law outlines permitted uses for the Rural Industrial (MR) zone, listed below. It is staff's opinion these uses accommodate a range of industrial- and commercially-orientated agricultural-related uses:

- a) agriculturally oriented contractor's yard and facilities
- b) animal hospital
- c) automobile body shop
- d) automobile service and repair station
- e) bunk house provided occupants are employed predominately by the farm operation where the bunk house is located
- f) Cannabis Production and Processing, subject to General Provisions 3.21 [25- Z-2018]
- g) commercial greenhouse
- h) dairy
- i) dwelling, single detached
- j) farm

- k) farm machinery and equipment repair shop
- l) farm processing
- m) farm produce grading station
- n) farm produce outlet
- o) farm supply outlet
- p) feed mill
- q) fertilizer dealership
- r) flour mill
- s) food and agricultural product processing
- t) food processing excluding abattoirs and slaughter houses
- u) fuel storage depot for home and farm use
- v) grain elevator and drying facilities w) home industry
- x) home occupations
- y) lumber yard
- z) machine shop related to farm machinery and equipment
- aa) office, industrial as an accessory use to an industry on the same lot
- bb) outdoor storage accessory to any permitted use
- cc) public utility yard
- dd) saw mill
- ee) seasonal storage of recreational vehicles and recreational equipment as a secondary use to a farm
- ff) storage of school buses.

Section 7.5.2. outlines provisions affecting land, buildings and structures in the MR zone. Lands within the MR zone are also subject to site plan control through section 3.38 of the Zoning By-Law.

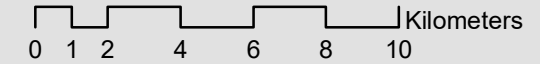
Section 12.1.1. and 12.1.2. of the Zoning By-Law outlines permitted uses and provisions for the Agricultural Zone.

Planning Comment:



A condition of approval for BNPL2022150 added by planning staff was that the lands proposed to be severed be re-zoned from Rural Industrial to Agricultural. The effect of this zoning by-law amendment would be that Zone would be consistent for the lands to benefit, remove the permissions and requirements of the MR Zone, and remove requirement for site plan control.

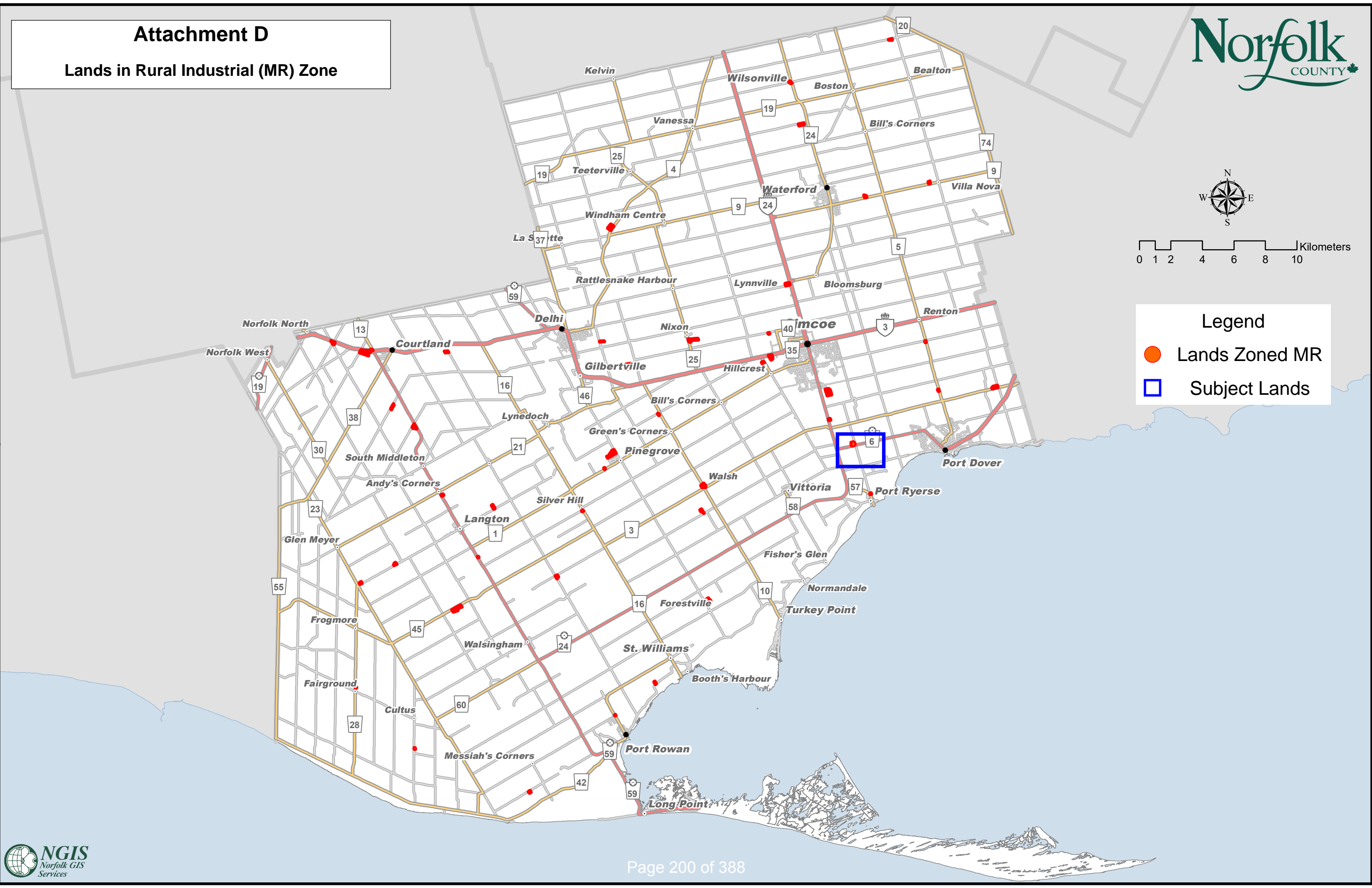
Attachment D

Lands in Rural Industrial (MR) Zone



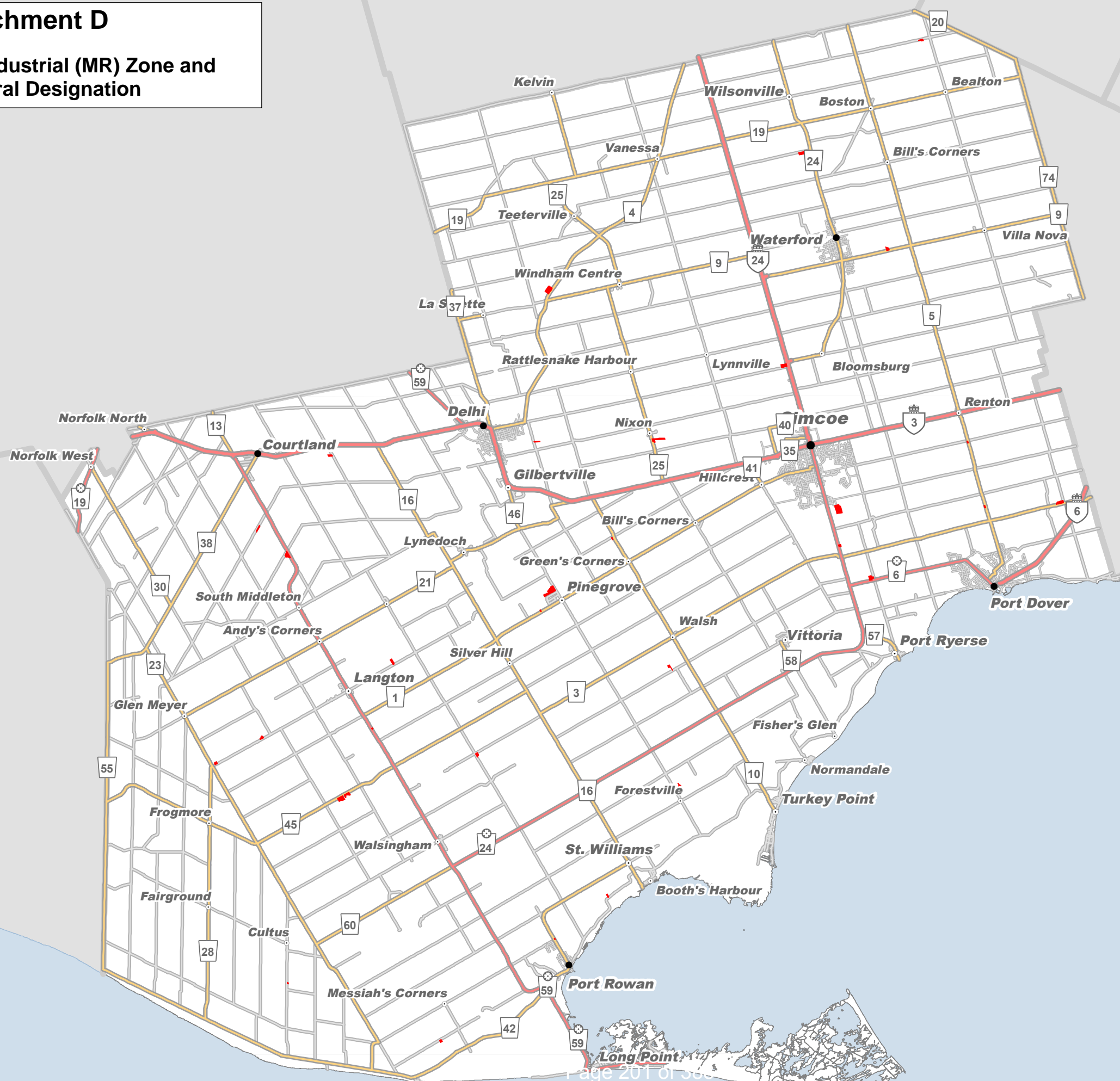
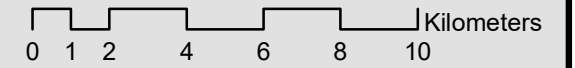
Legend

-  Lands Zoned MR
-  Subject Lands



Attachment D

Lands in Rural Industrial (MR) Zone and Agricultural Designation





The Corporation of Norfolk County

By-Law 2024-

Being a By-law to Amend Zoning By-Law 1-Z-2014, as amended, for property described as Concession 2 Part Lot 2, Woodhouse.

Whereas Norfolk Council is empowered to enact this By-Law, by virtue of the provisions of Section 34 of the *Planning Act, R.S.O. 1990, CHAPTER P.13*, as amended; and

Whereas this By-Law conforms to the Norfolk County Official Plan; and

Now therefore the Council of The Corporation of Norfolk County hereby enacts as follows:

Now therefore the Council of The Corporation of Norfolk County hereby enacts as follows:

1. That Schedule A of By-Law 1-Z-2014, as amended, is hereby further amended by changing the zoning of the subject lands on Map A (attached to and forming part of this By-Law) from Rural Industrial *Zone* (MR) to Agricultural *Zone* (A).
2. That the effective date of this by-law shall be the date of passage thereof.

Enacted and passed this 22nd day of May, 2024.

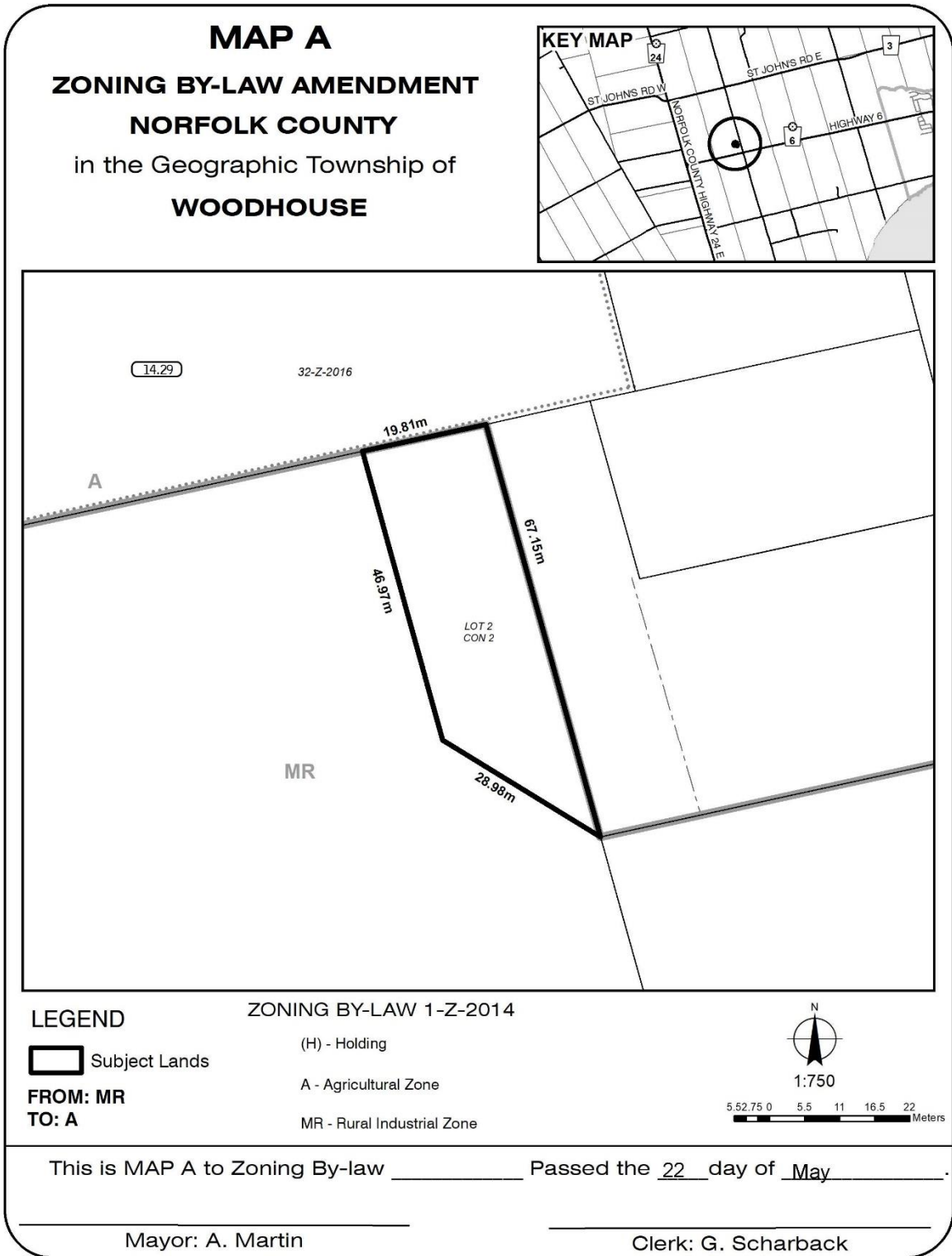
Mayor

County Clerk

By-Law 2024-__

This By-Law affects a parcel of land described as Concession 2 Part Lot 2, Woodhouse municipally known as 151 Highway 6.

An application has been received to amend the Zone from Rural Industrial (MR) to Agricultural (A). The purpose of this By-law is to fulfill a condition of approval of severance application BNPL2022150 and create consistent zoning of the subject lands and the lands to benefit through the severance.



Applicant Harold Pepper and Sons Ltd.
 File Number ZNPL2024067
 Report Number CD 24-040
 Assessment Roll Number 3310337030232000000



Council Meeting – May 22, 2024

Subject: Development Application ZNPL2024072
Report Number: CD-24-069
Division: Community Development
Department: Planning
Ward: Ward 5
Purpose: For Decision

Recommendation(s):

That application ZNPL2024072, affecting the lands described as 77-79 Oakwood Avenue, Simcoe, Norfolk County, to amend the Norfolk County Zoning By-Law 1-Z-2014 from R2 to R2 with Special Provision 14.1055, BE APPROVED as shown in Attachment C to Report CD-24-069;

AND FURTHER THAT public input was received for this application and relevant planning matters raised were considered as part of the decision, as outlined in staff report CD-24-069 and summarized in Attachment D to report CD-24-069.

Executive Summary:

The application is proposing a Zoning By-law Amendment to allow for the addition of a boarding house, rooming house or group home use to the lands. The existing duplex would be used and no physical development to the lands would be included. The intent is for housing geared to students.

Discussion:

See [Public Hearing Report CD-24-051](#) for additional background information on the site, proposal and context.

Site Context:

The application site is located at the north side of Oakwood Avenue, just to the east of the junction with Ashton Drive. There is an existing duplex on the lot and parking for up to 6 vehicles between the two units. They have formed part of Haldimand-Norfolk Housing Corporation's low-income housing stock for a number of years. The area is predominantly residential in nature.

MAP A
CONTEXT MAP
Urban Area of SIMCOE

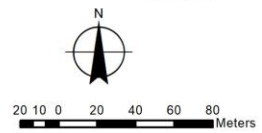
ZNPL2024072



Legend

-  Subject Lands
- 2020 Air Photo

3/13/2024



Proposal Summary:

The proposal seeks to amend the existing R2 Zone to add boarding/lodging and rooming housing within each of the duplex units. It would also, through Special Provision 14.1055 allow for reduced parking (from 12 to 6 spaces) and reduced setbacks resulting from the additional uses proposed. The proposal would not result in any external physical development or extensions to the site.

Regard for Public Input and Statutory Public Hearing Committee Meeting:

No questions were asked nor concerns raised by Members during the May 7, 2024 Public Hearing Committee meeting. One concern was raised by a member of the public but this related to the Ashton Drive site, not the lands subject of this application.

Planning Considerations:

It is staff's opinion that the proposed application is consistent with the Provincial Policy Statement, 2020 because it is a use which is compatible with a residential area (it is allowed within the Urban Residential Type 4 (R4) zone). This application helps in the provision of group/shared housing options available within the community. The Zoning Amendment conforms to the Official Plan. Additional planning commentary is contained within Attachment A to this report.

Finance:

This application will likely have a minor positive impact on assessment growth and tax revenues as a result of the special provision change in use of the property. The amount of growth is dependent on the assessment of the properties by the Municipal Property Assessment Corporation (MPAC). Norfolk County would also receive Development Charges for any future development that occurs on the site.

Strategic Plan Linkage:

This report aligns with the 2022-2026 Council Strategic Priority Empowering Norfolk - Putting the tools and resources in place to ensure our businesses' and residents' success.

Explanation: Development that results from applications under consideration can help contribute to a vibrant community and support local residents.

Conclusion:

In conclusion, the proposed Zoning By-Law Amendment will result in much needed shared housing. Through the policy analysis, it is identified that the Official Plan (and through the Haldimand-Norfolk Housing and Homelessness Plan) encourages this form of residential development. In summary, it is staff's professional opinion that the proposed development conforms to the Official Plan and is consistent with the PPS. Staff, therefore, recommends approval of this application as described in report CD 24-069 and related attachments.

Attachment(s):

- Attachment A – Existing Policies and Zoning Considerations
- Attachment B – Technical Comments
- Attachment C – Public Comments
- Attachment D – Recommend Zoning By-law Amendment

Approval:

Approved By:
Brandon Sloan, BES, MCIP, RPP
General Manager
Community Development Division

Reviewed By:
Mohammad Alam, MPL, MUD, MCIP, RPP
Supervisor – Development Planning
Community Development Division

Prepared By:
Andrew Wallace
Planner
Community Development Division
Planning Department

ATTACHMENT A

Existing Policies and Zoning Considerations

Planning Act

Section 2 of the Planning Act outlines those land use matters that are of provincial interest and for which all county planning decisions shall have regard. The provincial interests that apply to development on this site are:

- (h) the orderly development of safe and healthy communities;
- (j) the adequate provision of a full range of housing, including affordable housing;
- (p) the appropriate location of growth and development and

Section 3 of the Planning Act requires that, in exercising any authority that affects a planning matter, planning authorities “shall be consistent with the policy statements” issued under the Act and “shall conform with the provincial plans that are in effect on that date, or shall not conflict with them, as the case may be”.

Section 34 of the Planning Act permits amendments to the zoning by-law by Councils of local municipalities.

Consistency with the Provincial Policy Statement – 2020

The Provincial Policy Statement, 2020 (PPS) provides policy direction on matters of provincial interest related to land use planning and development, which is intended to be complemented by local policies addressing local interests. The PPS promotes healthy, livable and safe communities through the efficient use of land throughout the Province of Ontario.

The PPS 2020 promotes strong, liveable, healthy and resilient communities, protecting the environment and public health and safety, and facilitating economic growth.

Section 1.1.3.1 related to Settlement Areas states that Settlement areas shall be the focus of growth and development. It further states that new development taking place in designated growth areas should occur adjacent to the existing built-up area and should have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities.

Section 1.4.3, related to Housing policies, states that Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area by permitting and facilitating:

- all housing options required to meet the social, health, economic and well-being requirements of current and future residents, including special needs

requirements and needs arising from demographic changes and employment opportunities;

- directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs;
- promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation and transit in areas where it exists or is to be developed;
- establishing development standards for residential intensification, redevelopment and new residential development which minimize the cost of housing and facilitate compact form, while maintaining appropriate levels of public health and safety.

Conformity with the Official Plan

The proposed development is within the designated area of 'Urban Residential' in Norfolk County Official Plan. The "Urban Residential" designation is meant to encompass neighborhoods in the County's urban area capable of providing a variety of residential forms that serve a diverse population.

Section 5.3 related to Housing states that The County shall ensure that a full range of housing types and densities are provided to meet the anticipated demand and demographic change. All forms of housing required to meet the social, health and well-being of current and future residents, including those with special needs shall be encouraged. The County shall target that 15 percent of all new housing built in Norfolk County be multi-residential dwellings and 15 percent be semi-detached and townhouse dwellings.

Planning Comments: The proposed use for group or rooming housing has been reviewed and conform with the Official Plan in terms of housing provision and density of housing.

Section 5.3.1 related to residential intensification states that urban residential intensification, infilling and redevelopment of existing areas allows for the efficient provision of urban services thereby helping to minimize the costs of providing services while meeting an important component of the County's housing needs. Residential intensification policies include:

- infill development and residential development of vacant land or underutilized land in existing neighbourhoods will be encouraged;
- redevelopment shall include the replacement of existing residential uses with compatible new residential developments at a high density;

- the County shall target that a minimum 25 percent of its annual residential growth be accommodated through infill, intensification and redevelopment within the existing built-up areas in the Urban Areas with full municipal services;
- on lands designated Urban Residential and located outside of the Built-Up areas of Simcoe, Port Dover, Delhi, Waterford and Port Rowan, the minimum overall density of residential development shall be 15 units per hectare of developable land area;
- the existing water and sanitary sewer services can accommodate the additional development;
- the road network can accommodate the traffic generated;
- the proposed development shall be compatible with the existing development and physical character of the adjacent properties and surrounding neighbourhood; and
- the proposed development shall be consistent with the policies of the appropriate Land Use Designation associated with the land.

Planning Comments: The proposed development is fully in alignment with the above criteria and thereby in compliance with the Official Plan in relation to intensification and redevelopment within the Urban Residential designation.

Zoning By-law 1-Z-2014 and any Proposed Amendments

The subject lands are currently zoned as “Urban Residential Type 2 (R2)”.

Permitted Uses in R2-A zone:

- a) *dwelling, single detached*
- b) *dwelling, semi-detached*
- c) *dwelling, duplex*
- d) *bed & breakfast*, subject to Subsection 3.4
- e) *day care nursery*
- f) *home occupation*
- g) *accessory residential dwelling unit*, subject to Subsection 3.2.3.

Planning Comments: The proposed use does not fall under the existing Zoning provisions in terms of use as a boarding/lodging or rooming house. It is intended to use these duplex units for student housing.

“BOARDING OR LODGING HOUSE” shall mean a duplex dwelling, with or without meals, for lodging or sleeping accommodation and may provide communal but not individual cooking facilities. Each duplex dwelling unit shall be occupied by no more than four (4) individuals. A boarding or lodging house shall not include a hotel or bed & breakfast.

“ROOMING HOUSE” shall mean a duplex dwelling containing individual rooms rented, with or without meals, for lodging or sleeping accommodation and may provide

communal but not individual cooking facilities. Each duplex unit shall be occupied by no more than four (4) individuals. A rooming house shall not include a hotel or bed & breakfast.

It is also sought to recognize the existing location and number of parking spaces for the additional permitted uses as 6 ea., with a minimum of 3 provided parking spaces each. Due to the nature of student housing which houses students with sometimes limited resources, it is anticipated that the residents will not all have cars. This site is also near town resources as well as the school campus and will have integrated bicycle lock-up provided.

Also, to recognize any other deficiencies therein to facilitate the additional uses on the subject lands.

It is recommended that when either unit is operating as one of the 2 new uses, the following uses shall not be permitted:

- bed & breakfast
- daycare nursery
- home occupation
- accessory residential dwelling unit

And further that the application seeks a site-specific provision to add the following:

- a. Yard Exemption for a Boarding or Lodging House Any existing single detached dwelling having any yard less than that required by this By-Law may be used as a boarding or lodging house provided any extension or addition to the dwelling house complies with the yard requirements.

Section 4.9.d) would require a minimum parking requirement of 2 parking spaces per dwelling unit plus 1 parking space for each room for boarders. This would mean a total of 12 parking spaces.

Section 5.3.2 outlines the zoning provisions for a boarding/lodging house in terms of lot sizes and yard setbacks.

Planning Comments: The majority of the proposed end users of the boarding house/ rooming house are unlikely to have access to vehicles. The existing parking on site (6 parking spaces) is considered to be adequate for the proposed use. The building on the subject lands is existing and it is not considered necessary for it to adhere to the zoning provisions for a boarding/rooming house given the proposed use and that it remains within the R2 zone.

ATTACHMENT C

Technical Comments

Agreements Coordinator – Circulated

GIS – Reviewed

GIS have no comments at this point.

Development Engineering – Reviewed

Development Engineering has reviewed application **ZNPL2024031** and have the following comments.

1. Water / wastewater allocation will not be issued as part of the Zoning By-Law Amendment as there is no increase in servicing being proposed to the property at this time. If any future upside in servicing is proposed at this site, all applicable permits and inspections are to be issued by Public Works.
2. As per Norfolk County By-Law 2013-65, only one domestic water service pipe and one water meter shall be installed per lot.

Zoning – Reviewed

As per the current definition of “Boarding and Lodging House” the parking requirements are 2 for each dwelling unit, and an additional parking for each boarder(section 4.9 (d)) the zoning table in the application states that the zoning provision for # of off street parking is 6, where the required currently is 2 for each dwelling unit(so 4) then an additional parking of 8 for 8 rental rooms, so the value here should say 12 required as per the zoning, and then they are only proposing 3 . Also a parking layout of the 6 spots needs to be provided on a site sketch showing dimensions and locations of spots.

Building – Reviewed

The building department has reviewed the proposal and has NO conditions.

A building permit is required to change the Duplex dwelling to a boarding/lodging house.

No Ontario Building Code review has been completed at this time and will be done at permit application stage.

Please reach out to the building department as you get closer to having the planning and applicable approvals in place and staff will be happy to assist you with information on preparing for the building permit stage of the project.

All general permitting inquires: by email: permits@norfolkcounty.ca or by phone: 226-NORFOLK (226-667-3655) Ext 6016

Finance – Reviewed

This application will likely have a minor positive impact on assessment growth and tax revenues as a result of the special provision change in use of the property. The amount of growth is dependent on the assessment of the properties by the Municipal Property

Assessment Corporation (MPAC). Norfolk County would also receive Development Charges for any future development that occurs on the site.

Fire – Circulated

Social Services and Housing – Circulated

Canada Post – Reviewed

Please be advised that Canada Post does not have any comments on this property being used as a rooming house. Unless there are units provided, there will not be any additional mail change so it will be considered as 1 mailing address with 1 delivery point.

Realty Services – Circulated

Housing – Circulated

Bylaw Services – Reviewed

Parking - The proposal would see the potential to have 8 vehicles on a very small lot with just two single driveways. Even if not every one of the 8 tenants has a vehicle, experience has shown that visitors will often add to the impact in these situations. Given that no one likes to move cars around in driveways there will be inevitable issues with parking on a street that currently has parking on only one side (alternating sides every 15 days). There is also a regular high impact on parking availability twice a day every school day that nearby St Joseph's is in session with regular complaints to Bylaw about parking violations, and there are also snow removal implications with increased street parking in winter. It is therefore very likely that Bylaw will be called to investigate violations of ZBL 4.2.3 for parking within a landscaped area or violations related to length of time parking on Oakwood if this change is approved and no accommodation is made for parking needs. Suggestion would be to require a widened parking area on each side yard only, not in the front yard, to facilitate side by side parking of at least 1 additional vehicle on each side of the building. This would at least provide some street parking relief in one of our most complained about subdivisions.

Noise - High density student housing in most municipalities will often add to noise issues with complaints from nearby residential uses. Rental dispute issues are now taking at least a year and often more to work their way through the Landlord Tenant Board when trying to have the LTB support an eviction. Can they add rental contract language that would permit eviction for documented poor behaviour that attracts police or Bylaw investigation such as noise, debris, unlicensed vehicles etc?

Six Nations of the Grand River - Circulated

Student Transportation Services – Circulated

Hydro One - Circulated

Grand Erie District Board of Education – Reviewed

Thank you for circulating the development proposal at 77 Oakwood Avenue. The Grand Erie District School Board has no comments or concerns regarding the proposed boarding/rooming house.

ATTACHMENT C

Public Comments

One public comment was received:

Dear Andrew,

In regards to another zoning bylaw change within our community.

We are residents at REDACTED in Simcoe.

I am sending you a message about the proposed application to change the housing ... I really don't feel this a good decision as before if this is to change housing for recovering addicts?

Our area is a nice, safe, clean and quiet area and we would all like to keep it this way. We moved and chose this location as it is a nice kid friendly area to raise our children.

We came from Brantford where we have seen what happens first hand when you let people who are recovering enter a nice area it gets destroyed garbage, needles, break ins all these sketchy people dealing with whatever they are dealing with. I don't think it is fair to impose this on the current community as everyone working hard to keep their properties clean and safe.

The mailbox is right in-front or slightly to the right of that house 77 oakwood and that would really make me feel uneasy going there to get what I need unfortunately I know maybe I sound irrational but it is my family and mines feelings and we want to feel safe, I want my children to grow up safe and not be exposed to things that me and my husband are not entangled in.

Also, this is a community of older generation and I worry about their safety too and everyone likes going for walks and such. We have a school at the end of the road, a church, children's parks, the path. I just would hate to see the humble demographics of this area change for the worse.

I personally believe rehabilitation homes or boarding of sorts should be closer to hospitals, police stations, care centres so then they can get the help they need if needed.

We have to be considerate of families and children and their innocence and we need to protect them from any potential predators.

(the letter doesn't really explain what the boarding or rooming house is being used for exactly)

Also, Ontario is getting tougher to live in and there are families who need housing at a rate that they could actually afford all Canadians should be able to have a home to call their own and raise families in and this society is getting harder by the year. Prices going up everywhere so why are we taking way housing for people that could use low income housing we should be renting these type of homes for those type of people because I know there are a lot of families waiting on that list that could benefit from a home like that.

Thank you for your time I am unsure if my husband or I can make it to the community meeting but I wanted to share my thoughts in this matter. I don't know if this will make any difference but I hope my words are taken into consideration.

Sincerely Toni and Omar Wallace



The Corporation of Norfolk County

By-Law XX-Z-2024

Being a By-Law to Amend Zoning By-Law 1-Z-2014, as amended, for property described as PLAN 826 LOT 15 IRREG, Urban Area of Simcoe, Norfolk County, municipally known as 77-79 Oakwood Avenue, Simcoe.

Whereas Norfolk Council is empowered to enact this By-Law, by virtue of the provisions of Section 34 of the *Planning Act, R.S.O. 1990, CHAPTER P.13*, as amended;

And whereas this By-Law conforms to the Norfolk County Official Plan.

Now therefore the Council of The Corporation of Norfolk County hereby enacts as follows:

1. That Schedule A of By-Law 1-Z-2014, as amended, is hereby further amended by changing the zoning of the subject lands identified on Map A (attached to and forming part of this By-Law) from Urban Residential Type 2 Zone (R2) to Urban Residential Type 2 Zone (R2) with a Special Provision 14.1055.
2. That Subsection 14 Special Provisions is hereby amended by adding new Special Provision 14.1055 to the subject lands as follows:

14.1055 In addition to the uses permitted in the Urban Residential Type 2 (R2) Zone, the following shall apply:

- a) The site can be used for:
 - i. *Boarding and Lodging House*
 - ii. *Rooming House*
- b) Minimum *parking spaces* for *Boarding/Rooming House*:
 - i. *3 parking spaces* per unit (to a total of 6 for the subject lands);
- c) For the purposes of this site specific provision, the following definitions shall apply:
 - i. *"BOARDING OR LODGING HOUSE" shall mean a duplex dwelling, with or without meals, for lodging or sleeping accommodation and may*

provide communal but not individual cooking facilities. Each duplex dwelling unit shall be occupied by no more than four (4) individuals. A boarding or lodging house shall not include a hotel or bed & breakfast.

ii. "ROOMING HOUSE" shall mean a duplex dwelling containing individual rooms rented, with or without meals, for lodging or sleeping accommodation and may provide communal but not individual cooking facilities. Each duplex dwelling unit shall be occupied by no more than four (4) individuals. A rooming house shall not include a hotel or bed & breakfast.

d) That section 5.3.4 *Yard Exemption for a Boarding or Lodging House* shall not apply for the subject lands.

e) That any set-back deficiencies created through the additional uses, shall be deemed to comply.

f) That at such time as either *dwelling unit* is the 2 (two) new uses, the following uses shall not be permitted:

i. bed & breakfast

ii. day care nursery

iii. home occupation

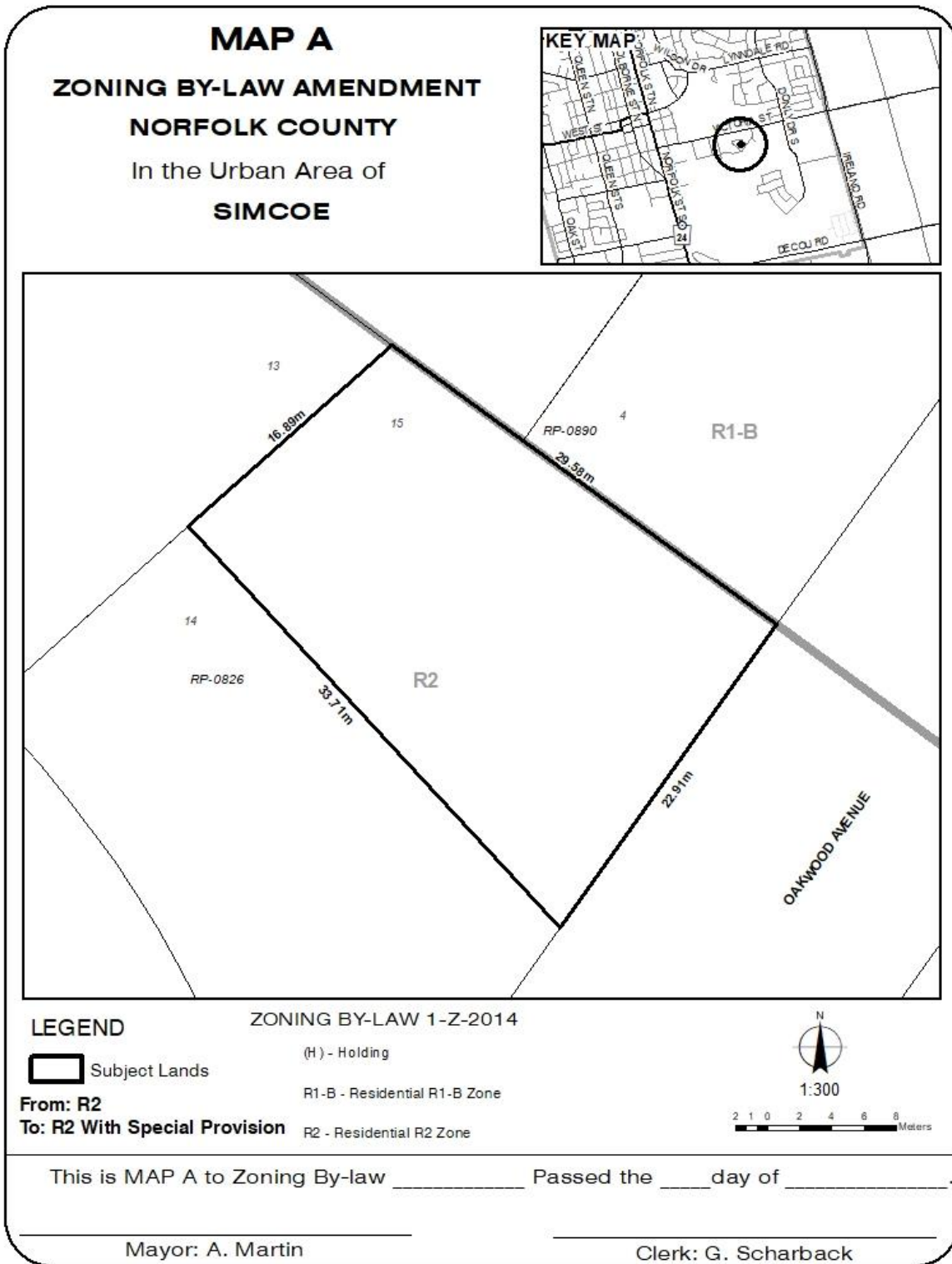
iv. accessory residential dwelling unit

That this By-Law shall become effective upon final approval of this file.

Enacted and passed this 22nd day of May, 2024.

Mayor A. Martin

County Clerk G. Sharback



**Explanation of the Purpose and Effect of
By-Law 27-Z-2023**

This By-Law affects a parcel of land described as PLAN 826 LOT 15 IRREG, Urban Area of Simcoe, Norfolk County, municipally known as 77-79 Oakwood Avenue, Simcoe.

The purpose of this By-Law is to change the zoning of the subject lands from Urban Residential Type 2 Zone (R2) to Urban Residential Type 2 Zone (R2) with a Special Provision to allow accommodation up to 4 (four) individuals per residential dwelling unit for a total of 8 (eight) individuals on the subject land. The Special Provision 14.1055 also permits a reduced parking requirement with a minimum of 6 parking spaces and yard exemptions.



Council Meeting – May 22, 2024

Subject: Dertinger Drain – Consideration of Contract Price
 Report Number: EIS-24-036
 Division: Environmental and Infrastructure Services
 Department: Engineering - Drainage
 Ward: Ward 3
 Purpose: For Decision

Recommendation(s):

THAT Report EIS-24-036, Dertinger Drain – Consideration of Contract Price, be received as information;

AND THAT staff be authorized to execute a contract with Robinson Farm Drainage Limited for Tender EIS-ENG-24-03 Dertinger Drain Construction in the amount of \$669,290 (excluding HST);

AND THAT the Approved Capital Budget of Project 5931340 D5212 Dertinger Drain Improvement be amended from \$817,000 to \$966,000, to accommodate the required increase of \$149,000, with funding as identified in Table 1;

Executive Summary:

Reconstruction of the Dertinger Drain was tendered in compliance with Norfolk County Policies and procedures. Three (3) bids were received, all being considerably higher than the Engineer’s estimate. As a result, staff require Council direction to proceed with construction.

Discussion:

The Dertinger Municipal Drain is located in Lots 20-22, Concession 9-11 in the former Township of Windham.

Staff issued Request for Tender EIS-ENG-24-02 Dertinger Drain Construction in accordance with the Dertinger Drain Report adopted under by-law 2023-76. Three (3) bids were received. The Engineer’s estimated construction cost is \$456,450. The lowest bid received is \$669,290 which is 143% of the engineers estimate.

When the tendered price is greater than 133% of the engineer’s estimate the *Drainage Act* requires Council to hold a meeting to consider the contract price, including

notification of all affected owners. At the meeting to consider the contract price, owners are provided with an opportunity to add or remove their names from the drainage petition and if at the close of the meeting the drainage petition remains valid, Council may proceed with construction. However, in this case, the project is the replacement and improvement of an existing drain, which does not include a petition for drainage works. Therefore, there is no requirement to determine the validity of the petition. Notwithstanding the absence of a petition, Council must determine whether to proceed with constructing the drainage works or cancel the project.

If Council decides not to proceed with construction of the drainage works they must repeal By-law 2023-76. If such decision is made, Council is required to pay all expenses in connection with the report to date. This will also leave the County responsible for maintenance of a drain that cannot be properly maintained under the current report. The Engineer's report identifies the existing drain pipe as being in poor condition and undersized for the needs of the lands and roads. The engineer has reviewed prices received and recommends proceeding with award to the lowest bid received. (Refer to Attachment No. 1) For these reasons staff are recommending the work proceeds as proposed.

Staff have calculated the potential effect of the bid price on the individual assessments to the lands and roads. It is anticipated that the landowner net assessments will increase on average by approximately 20% and the Norfolk County roads assessments will increase by 55% due to Special assessments related to the road crossings.

Staff will work with the proposed contractor as well as the Engineer to determine any opportunities during construction to reduce the net impact of the increased cost to all parties affected.

Financial Services Comments:

The Approved Capital Budget includes an allocation of \$817,000 for Phases 1 and 2 of the Dertinger Drain Construction with \$585,000 to be funded from affected landowners and \$232,000 to be provided from the issuance of debentures (Norfolk County's portion).

If Council proceeds with the Drain

If Council proceeds with the drain, based on the tender amount of \$682,000 (rounded, incl. net HST) from Robinson Farm Drainage Limited for the construction component of this project, a budget amendment of \$149,000 will be required to accommodate the bid.

Staff have estimated that the drain would be funded with \$633,000 from affected landowners, with the remaining portion increasing to \$333,000 (rounded, incl. net HST) assessed to Norfolk County, to be funded through the issuance of debentures. This budget amendment is summarized in the following table.

Table 1: Budget Amendment by Funding Source (Project 5931340)

| Funding Source | Approved Budget | Revised Budget | Amendment |
|---------------------------|------------------------|-----------------------|------------------|
| Norfolk Share (Debt) | \$232,000 | \$333,000 | \$101,000 |
| External Recoveries | 585,000 | 633,000 | 48,000 |
| Total Project Cost | 817,000 | 966,000 | 149,000 |

The Municipal Act and Regulations require that, upon the amendment of a capital project, Council is required to approve the issuance of long-term debentures. Further, the Treasurer is required to provide a Certificate of Treasurer, certifying that the issuance of the proposed debt will not exceed the financial obligation limit of the municipality. A Certificate of Treasurer – CT 24-07 required under Regulations in the Municipal Act has been completed.

If Council does not Proceed with the Drain

As noted in the report, if Council does not proceed with the drain, the County is responsible for all costs incurred to date. Costs to date, primarily attributed to engineering, total approximately \$98,000.

Interdepartmental Implications:

Purchasing Services has reviewed and advises that Request for Tender EIS-ENG-24-03 - Dertinger Drain Construction was developed and issued in accordance with the Norfolk County Purchasing Policy and Procedures.

Consultation(s):

Staff have provided all landowners affected under the report with a Notice of Council Consideration including a projected summary calculation showing the net assessments based on the low bid price received.

Strategic Plan Linkage:

This report aligns with the 2022-2026 Council Strategic Priority Building Norfolk - Develop the infrastructure and supports needed to ensure complete communities.

Explanation:

Municipal Drains once completed are municipal infrastructure. The County is responsible for keeping all municipal drains in a state of repair to properly service the affected owners.

Conclusion:

Staff recommends that Council hold a meeting to consider the contract price in accordance with the legislated requirements of the *Drainage Act*. The decision of council will provide the necessary direction for staff to proceed with the *Drainage Act* process for the Dertinger Municipal Drian Construction project.

Attachment(s):

- Not Applicable

Approval:

Approved By:
Al Meneses, CAO

Reviewed By:
Darnell Lambert, Director Engineering

Prepared By:
Bill Mayes, Drainage Superintendent



April 30, 2024

Via: Email

Bill Mayes
Drainage Superintendent
Norfolk County
12 Gilbertson Drive
Simcoe, ON N3Y 4N5

Dear Bill:

**Re: Tender Results
Dertinger Municipal Drain Improvement
Project No.: 300053869.0000**

In accordance with your instruction, the quotation for the above-noted project closed at 2:00:00 p.m. on Tuesday, April 9, 2024. Three bids were received prior to the closing time, and we have reviewed the bids for mathematical errors and omissions.

The bid submissions were received as follows:

| Bidder | Bid (excluding HST) |
|------------------------------------|--------------------------------|
| Robinson Farm Drainage Limited | \$652,590.00 |
| Neil Montague Construction Limited | \$1,113,690.00 |
| Total Excavation Inc. | \$1,772,365.00 |

Subject to the provision of adequate insurance certificates and WSIB clearances, we recommend that Council accept the tender from Robinson Farm Drainage Limited.

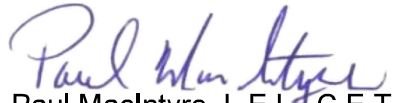
The Engineer's estimate for construction costs was \$456,450.00 (excluding HST). The low bid is in excess of 133% of the Engineers estimate. Therefore, Council may call for a meeting of the assessed owners as described in Sections 59(1) and Section 41(1) of the Drainage Act to discuss the Contract price. Ultimately as this is a Section 78 Drainage Report, Council will make the final decision to proceed with the works as tendered.

I believe that the increased costs over and above the Engineers estimate are a result of recent inflationary trends and the additional mitigation measures required by the Department of Fisheries and Oceans (DFO). To potentially lower the overall costs, Council may consider constructing the six road crossings with County forces. The removal items listed in the Tender may also be dropped from the construction to save on costs. Upon your instructions, we will prepare contract documents for execution by the Contractor.

Should you have any questions or wish to discuss in further detail, please contact the undersigned.

Yours truly,

R.J. Burnside & Associates Limited

A handwritten signature in blue ink that reads "Paul MacIntyre". The signature is written in a cursive style.

Paul MacIntyre, L.E.L., C.E.T.
Project Manager
PM:cvh

Other than by the addressee, copying or distribution of this document, in whole or in part, is not permitted without the express written consent of R.J. Burnside & Associates Limited.

053869 - Tender Results
30/04/2024 11:10 AM



The Corporation of Norfolk County

By-Law 2024-45

Being a by-law to Appoint an Acting County Clerk for Norfolk County and to Provide for the Duties Thereof.

Whereas Section 228(1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, states that a municipality shall appoint a Clerk;

Now therefore the Council of The Corporation of Norfolk County hereby enacts as follows:

1. That Tracey Rodrigues is hereby appointed as Acting County Clerk of the Corporation of Norfolk County.
2. That her duties shall be all of the duties required of such office by the Statutes of the Province of Ontario.
3. That she shall, before entering on her duties, make and subscribe a declaration of office and be bonded in the performance of her duties in such amount as directed by Council.
4. That By-Law 2023-34 be repealed in its entirety; and
5. That the effective date of this by-law shall be May 31, 2024.

Enacted and passed this 22nd day of May, 2024.

Mayor: A. Martin

County Clerk: G. Scharback



The Corporation of Norfolk County

By-Law 2024-34

Being a By-Law to Amend Zoning By-Law 1-Z-2014, as amended, for property described as Concession 12 Part Lot 3, Townsend, located at 196 Old Highway 24, Bloomsburg, Norfolk County.

Whereas Norfolk Council is empowered to enact this By-Law, by virtue of the provisions of Section 34 of the *Planning Act, R.S.O. 1990, CHAPTER P.13*, as amended; and

Whereas this By-Law conforms to the Norfolk County Official Plan; and

Now therefore the Council of The Corporation of Norfolk County hereby enacts as follows:

1. That Schedule A of By-Law 1-Z-2014, as amended, is hereby further amended by changing the zoning of the subject lands identified on Parts 1 and 2 on Map A (attached to and forming part of this By-Law) from Agricultural *Zone* (A) to Hamlet Residential (RH) *Zone* with special provision 14.1053
2. That Schedule A of By-Law 1-Z-2014, as amended, is hereby further amended by changing the zoning of the subject lands identified on Part 3 on Map A (attached to and forming part of this By-Law) from Agricultural *Zone* (A) to Hamlet Residential (RH) *Zone*
3. That Schedule A of By-Law 1-Z-2014, as amended, is hereby further amended by changing the zoning of the subject lands identified on Part 4 Map A (attached to and forming part of this By-Law) from Agricultural *Zone* (A) to Agricultural (A) *Zone* with special provision 14.1053
4. That Subsection 14 Special Provisions is hereby further amended by adding new 14.1053 as follows:

14.1053 In lieu of the corresponding provisions in the RH *Zone*, the following shall apply to Part 1:

a) minimum *lot area*:

i. *interior lot* – 3817 square metres;

14.1053 In lieu of the corresponding provisions in the RH *Zone*, the following shall apply to Part 2:

b) minimum *lot area*:

i. *interior lot* – 3275 square metres;

14.1053 In lieu of the corresponding provisions in the A Zone, the following shall apply to Part 4:

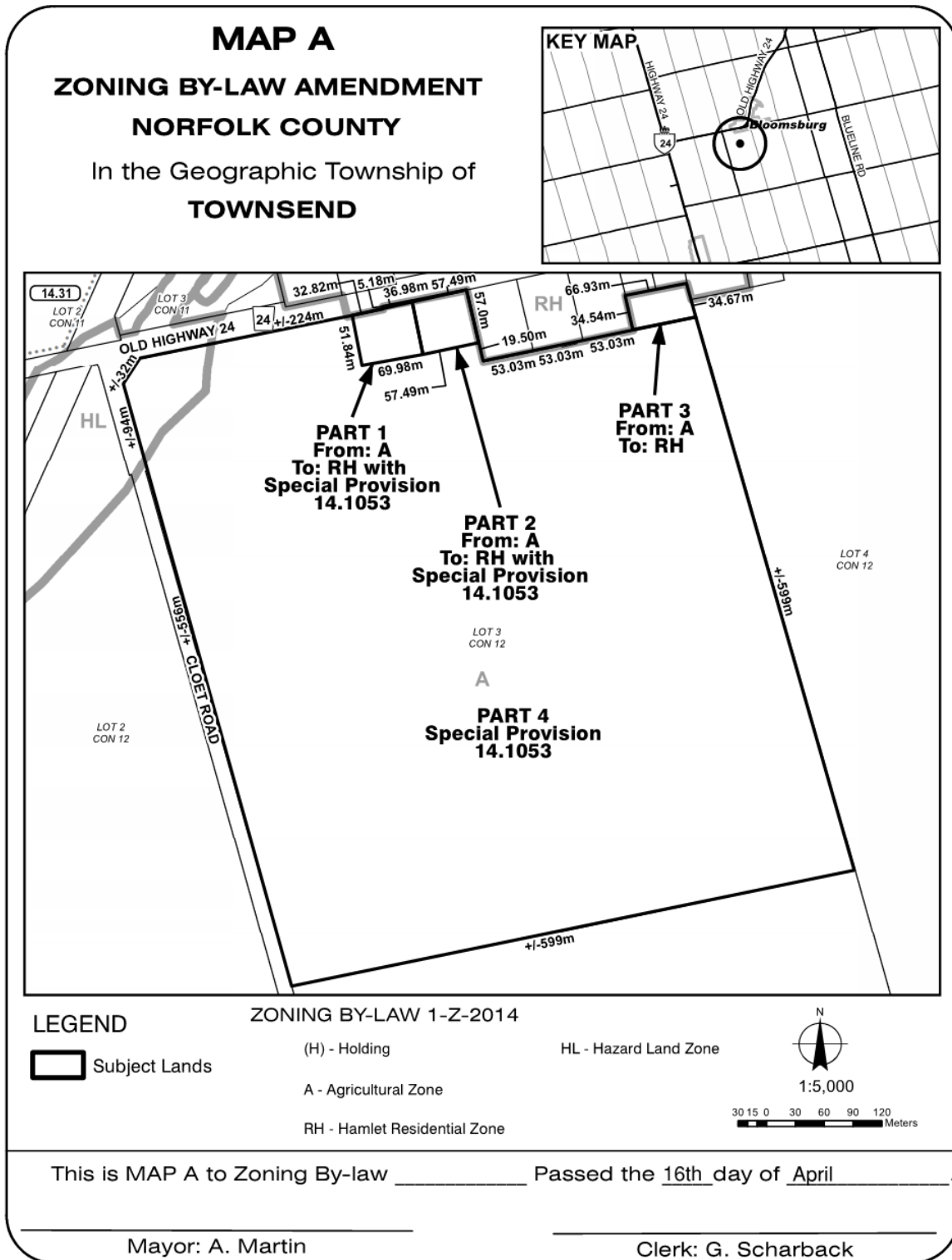
c) minimum *lot area*: 36.72 ha

5. That the effective date of this By-Law shall be the date of passage thereof.

Enacted and passed this 16th day of April, 2024.

Mayor: A. Martin

County Clerk: G. Scharback



**Explanation of the Purpose and Effect of
By-Law 2024-34**

This By-Law affects a parcel of land described as Concession 12 Part Lot 3, Townsend, located at 196 Old Highway 24, Bloomsburg, Norfolk County.

The purpose of this By-Law is to change the zoning on the subject lands from Agricultural to Hamlet Residential and Hamlet Residential with special provision on Parts 1 - 3, and from Agricultural to Agricultural with special provision on Part 4. The change would have the effect of facilitating three future consent to sever applications (two lots created and one boundary adjustment) for continued residential use and future residential development.



The Corporation of Norfolk County

By-Law 2024-46

Being a By-law to Amend Zoning By-Law 1-Z-2014, as amended, for property described as Concession 2 Part Lot 2, Woodhouse.

Whereas Norfolk Council is empowered to enact this By-Law, by virtue of the provisions of Section 34 of the *Planning Act, R.S.O. 1990, CHAPTER P.13*, as amended; and

Whereas this By-Law conforms to the Norfolk County Official Plan; and

Now therefore the Council of The Corporation of Norfolk County hereby enacts as follows:

1. That Schedule A of By-Law 1-Z-2014, as amended, is hereby further amended by changing the zoning of the subject lands on Map A (attached to and forming part of this By-Law) from Rural Industrial Zone (MR) to Agricultural Zone (A).
2. That the effective date of this by-law shall be the date of passage thereof.

Enacted and passed this 22nd day of May, 2024.

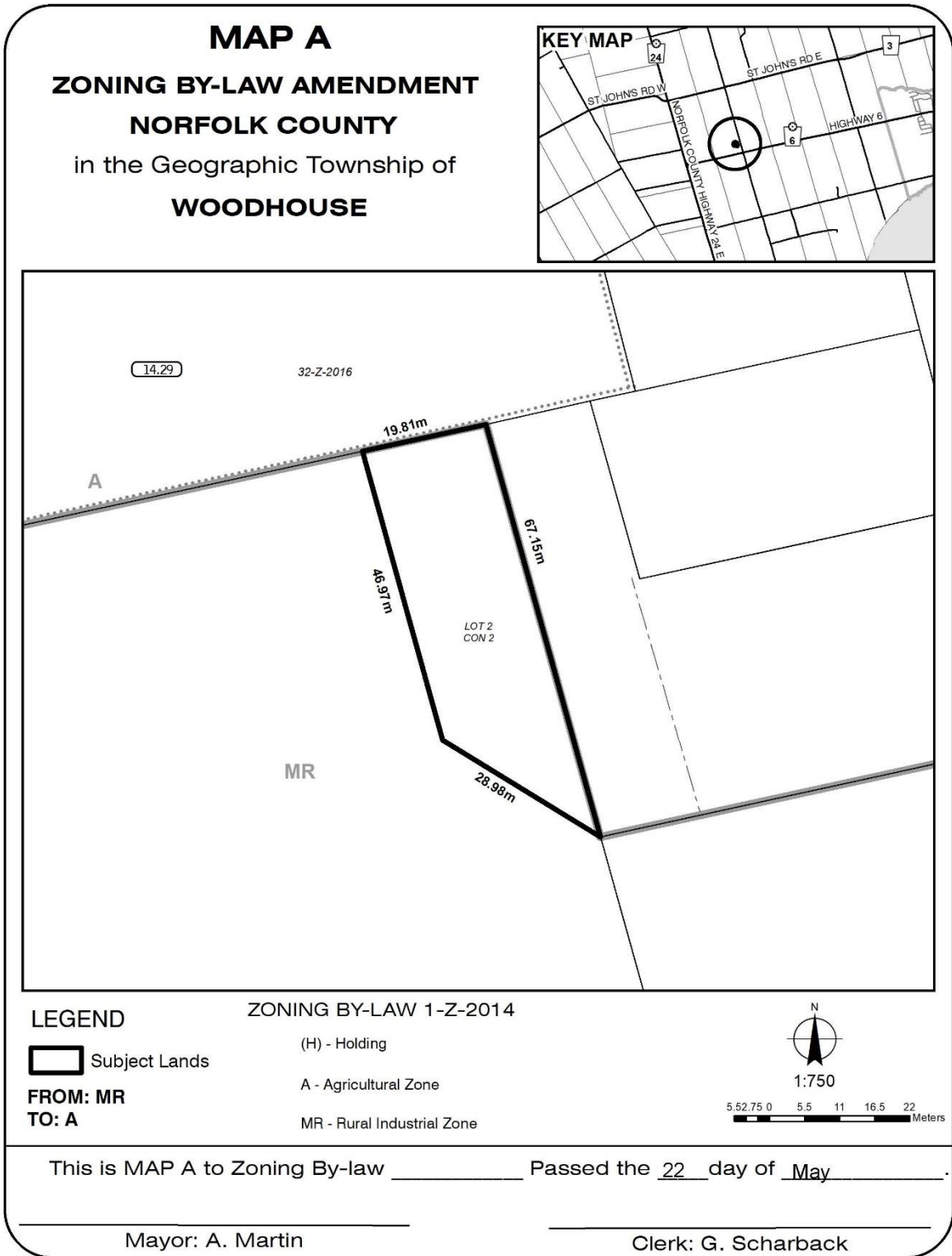
Mayor

County Clerk

By-Law 2024-46

This By-Law affects a parcel of land described as Concession 2 Part Lot 2, Woodhouse municipally known as 151 Highway 6.

An application has been received to amend the Zone from Rural Industrial (MR) to Agricultural (A). The purpose of this By-law is to fulfill a condition of approval of severance application BNPL2022150 and create consistent zoning of the subject lands and the lands to benefit through the severance.



Applicant Harold Pepper and Sons Ltd.
 File Number ZNPL2024067
 Report Number CD 24-040
 Assessment Roll Number 3310337030232000000



The Corporation of Norfolk County

By-Law 2024-47

Being a By-Law to Amend Zoning By-Law 1-Z-2014, as amended, for property described as PLAN 826 LOT 15 IRREG, Urban Area of Simcoe, Norfolk County, municipally known as 77-79 Oakwood Avenue, Simcoe.

Whereas Norfolk Council is empowered to enact this By-Law, by virtue of the provisions of Section 34 of the *Planning Act, R.S.O. 1990, CHAPTER P.13*, as amended;

And whereas this By-Law conforms to the Norfolk County Official Plan.

Now therefore the Council of The Corporation of Norfolk County hereby enacts as follows:

1. That Schedule A of By-Law 1-Z-2014, as amended, is hereby further amended by changing the zoning of the subject lands identified on Map A (attached to and forming part of this By-Law) from Urban Residential Type 2 Zone (R2) to Urban Residential Type 2 Zone (R2) with a Special Provision 14.1055.
2. That Subsection 14 Special Provisions is hereby amended by adding new Special Provision 14.1055 to the subject lands as follows:
14.1055 In addition to the uses permitted in the Urban Residential Type 2 (R2) Zone, the following shall apply:
 - a) The site can be used for:
 - i. *Boarding and Lodging House*
 - ii. *Rooming House*
 - b) Minimum *parking spaces* for *Boarding/Rooming House*:
 - i. *3 parking spaces* per unit (to a total of 6 for the subject lands);
 - c) For the purposes of this site specific provision, the following definitions shall apply:
 - i. *“BOARDING OR LODGING HOUSE” shall mean a duplex dwelling, with or without meals, for lodging or sleeping accommodation and may provide communal but not individual cooking facilities. Each duplex*

dwelling unit shall be occupied by no more than four (4) individuals. A boarding or lodging house shall not include a hotel or bed & breakfast.

ii. "ROOMING HOUSE" shall mean a duplex dwelling containing individual rooms rented, with or without meals, for lodging or sleeping accommodation and may provide communal but not individual cooking facilities. Each duplex dwelling unit shall be occupied by no more than four (4) individuals. A rooming house shall not include a hotel or bed & breakfast.

d) That section 5.3.4 *Yard Exemption for a Boarding or Lodging House* shall not apply for the subject lands.

e) That any set-back deficiencies created through the additional uses, shall be deemed to comply.

f) That at such time as either *dwelling unit* is the 2 (two) new uses, the following uses shall not be permitted:

i. bed & breakfast

ii. day care nursery

iii. home occupation

iv. accessory residential dwelling unit

That this By-Law shall become effective upon final approval of this file.

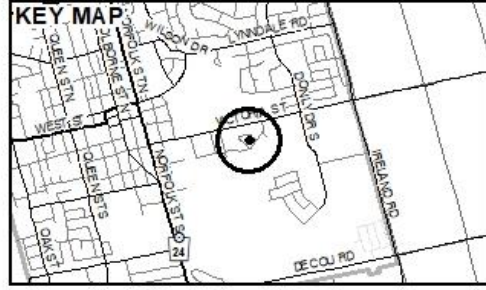
Enacted and passed this 22nd day of May, 2024.

Mayor A. Martin

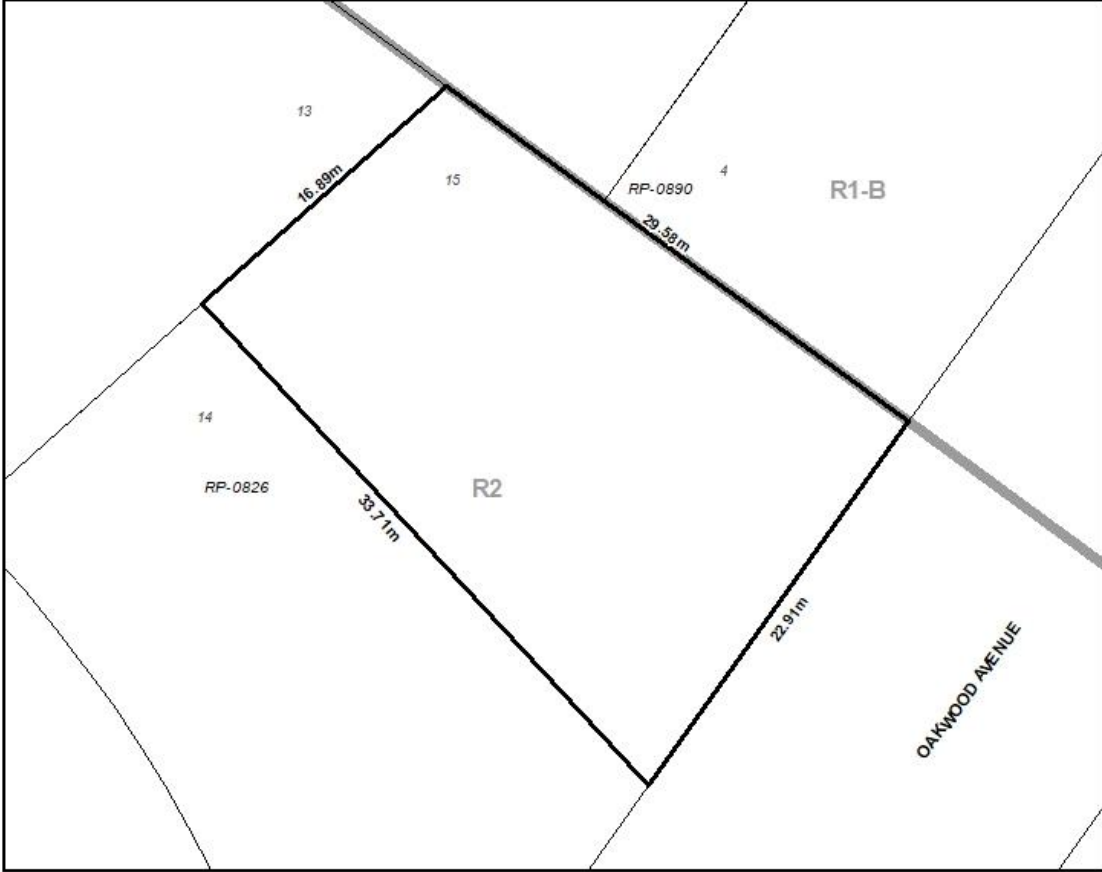
County Clerk G. Scharback

MAP A

ZONING BY-LAW AMENDMENT NORFOLK COUNTY In the Urban Area of SIMCOE



KEY MAP



LEGEND

Subject Lands

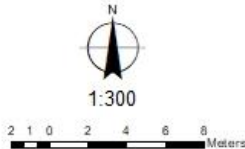
From: R2
To: R2 With Special Provision

ZONING BY-LAW 1-Z-2014

(H) - Holding

R1-B - Residential R1-B Zone

R2 - Residential R2 Zone



N

1:300

2 1 0 2 4 6 8 Meters

This is MAP A to Zoning By-law _____ Passed the ____ day of _____.

Mayor: A. Martin

Clerk: G. Scharback

**Explanation of the Purpose and Effect of
By-Law 2024-47**

This By-Law affects a parcel of land described as PLAN 826 LOT 15 IRREG, Urban Area of Simcoe, Norfolk County, municipally known as 77-79 Oakwood Avenue, Simcoe.

The purpose of this By-Law is to change the zoning of the subject lands from Urban Residential Type 2 Zone (R2) to Urban Residential Type 2 Zone (R2) with a Special Provision 14.1055 to allow accommodation up to 4 (four) individuals per residential dwelling unit for a total of 8 (eight) individuals on the subject land. The Special Provision 14.1055 also permits a reduced parking requirement with a minimum of 6 parking spaces and yard exemptions.

Applicant Haldimand Norfolk Housing Corporation
File Number ZNPL2024072
Report Number CD 24-070
Assessment Roll Number 3310401015242000000

Mayor Martin Motion

That staff be directed to investigate options for council's consideration on motorcycle parking configurations for Main Street in Port Dover on Friday the 13th.

And further that consultation with Fire, EMS, OPP and other Emergency management occur.

| |
|--|
| First Name |
| Luanne |
| Last Name |
| Ashe |
| Email |
| [REDACTED] |
| Phone Number |
| [REDACTED] |
| Meeting Type |
| Mayor's Affordability Roundtable |
| Agenda Item |
| Development and Housing in Waterford |
| Meeting Date |
| 04/30/2024 |
| Purpose of Deputation (Minimum required text: 100 characters) |
| <p>I would like to speak up for concerned residents of Waterford about the new developments planned for our town.</p> <p>Many new families have come to Waterford because of the charm and peace and quiet here, and are worried about the development planned for the old silo site, and for the mini-village concept suggested for the 7th concession north.</p> |
| Do you have material or presentation for distribution to Council/Committee? |
| No |
| Deputation Location |
| In-person |
| Consent |
| <ul style="list-style-type: none"> I agree to the Notice of Collection Statement |

First Name

Amy

Last Name

Duckers

Email

[REDACTED]

Phone Number

[REDACTED]

Meeting Type

Council - Deputations for this specific meeting type must pertain to a matter listed on the meeting agenda

Agenda Item

The changing face of Waterford

Meeting Date

05/22/2024

Purpose of Deputation (Minimum required text: 100 characters)

To explain the impact the potential developments and the changes to the urban boundary could have on my family.

Do you have material or presentation for distribution to Council/Committee?

No

Deputation Location

In-person

Consent

- I agree to the Notice of Collection Statement

First Name

Thea

Last Name

Meade

Email

[REDACTED]

Phone Number

[REDACTED]

Meeting Type

Council - Deputations for this specific meeting type must pertain to a matter listed on the meeting agenda

Agenda Item

Proposed development of waterford

Meeting Date

05/22/2024

Purpose of Deputation (Minimum required text: 100 characters)

To share my concerns with our council members and have the opportunity to learn more about the strategic planning to develop.

Do you have material or presentation for distribution to Council/Committee?

No

Deputation Location

In-person

Consent

- I agree to the Notice of Collection Statement

From: [Webmaster](#)
To: [Deputations](#)
Subject: Deputation Registration - David Frankis
Date: Thursday, April 25, 2024 5:35:31 PM

| |
|--|
| First Name |
| David |
| Last Name |
| Frankis |
| Email |
| [REDACTED] |
| Phone Number |
| [REDACTED] |
| Meeting Type |
| Public Hearing |
| Role |
| Owner |
| Agenda Item |
| Land included in a settlement boundary for residential development. |
| Meeting Date |
| 05/22/2024 |
| Purpose of Deputation (Minimum required text: 100 characters) |
| I would like to request that my properties on Norfolk st south be included in the settlement boundary for residential development. 401-016-28050-0000 7.84 acres 401-016-28003-0000 2.45 acres This property is adjacent to a recently developed subdivision. |
| Do you have material or presentation for distribution to Council/Committee? |
| No |
| Deputation Location |
| In-person |
| Consent |
| <ul style="list-style-type: none">I agree to the Notice of Collection Statement |

95 Culver St, Simcoe, Ontario, Canada, N3Y 2V5



Providing valued public services that are responsive to our community's needs

First Name

Tareq

Last Name

El-Ahmed

Email

[REDACTED]

Phone Number

[REDACTED]

Meeting Type

Council - Deputations for this specific meeting type must pertain to a matter listed on the meeting agenda

Agenda Item

Grow Norfolk

Meeting Date

05/22/2024

Purpose of Deputation (Minimum required text: 100 characters)

Purpose of the Deputation: GROW - Norfolk project - Inclusion of land within the urban boundaries of Simcoe - 429 Ireland Rd. (ID.9 as per staff report on April 16, 2024).

I was not able to attend the special meeting on April 16, 2024.

I will be providing a presentation. I spoke to Kacie in the Clerks department. She said that I have up to Tuesday May 21st by 3pm to provide my presentation, to the Clerk's department.

Do you have material or presentation for distribution to Council/Committee?

No

Deputation Location

In-person

Consent

- I agree to the Notice of Collection Statement

First Name

Christine

Last Name

Harrop

Email

[REDACTED]

Phone Number

[REDACTED]

Meeting Type

Council - Deputations for this specific meeting type must pertain to a matter listed on the meeting agenda

Agenda Item

Urban boundary change by-law review - specific to proposal for institutional use

Meeting Date

05/22/2024

Purpose of Deputation (Minimum required text: 100 characters)

To discuss the importance of protecting our farmland and Simcoe's drinking water, the Kent Creek well head protection area that supplies drinking water to the urban areas of Simcoe. As both will be impacted by the institutional use (campus of care) proposal that was supported by council on April 16th.

As well will present a petition to council indicating that residents of Simcoe are asking council to say no to this proposal and not approve the by-law for this institutional use proposal. We must protect our farmland; whereby farm lands that will be affected by this proposal were classified as moderate to high prime agricultural land according to Norfolk County planning department. We must keep our drinking water safe.

Do you have material or presentation for distribution to Council/Committee?

No

Deputation Location

In-person

Consent

- I agree to the Notice of Collection Statement

First Name

Cheryl

Last Name

Harrington

Email

[REDACTED]

Phone Number

[REDACTED]

Meeting Type

Council - Deputations for this specific meeting type must pertain to a matter listed on the meeting agenda

Agenda Item

Boundary Expansion

Meeting Date

05/22/2024

Purpose of Deputation (Minimum required text: 100 characters)

Employment in rural and country areas for seasonal, part- time and full time agricultural and agri-food sectors .

Do you have material or presentation for distribution to Council/Committee?

No

Deputation Location

In-person

Consent

- I agree to the Notice of Collection Statement

First Name

THOMAS

Last Name

PEACOCK

Email

[REDACTED]

Phone Number

[REDACTED]

Meeting Type

Council - Deputations for this specific meeting type must pertain to a matter listed on the meeting agenda

Agenda Item

EXPANDING BOUNDARIES

Meeting Date

05/22/2024

Purpose of Deputation (Minimum required text: 100 characters)

I would like to illustrate the complexities and issues created by expansion in areas that impact communities directly and indirectly, and in legacy-related ideals

Do you have material or presentation for distribution to Council/Committee?

No

Deputation Location

In-person

Consent

- I agree to the Notice of Collection Statement

First Name

Mary

Last Name

Haggith

Email

[REDACTED]

Phone Number

[REDACTED]

Meeting Type

Council - Deputations for this specific meeting type must pertain to a matter listed on the meeting agenda

Agenda Item

Boundary Expansion

Meeting Date

05/22/2024

Purpose of Deputation (Minimum required text: 100 characters)

Addressing the impact of potential increases in population on our already strained emergency, police service & healthcare systems.

Do you have material or presentation for distribution to Council/Committee?

No

Deputation Location

In-person

Consent

- I agree to the Notice of Collection Statement

First Name

Toby

Last Name

Barrett

Email

[REDACTED]

Phone Number

[REDACTED]

Meeting Type

Public Hearing

Role

Registered Speaker

Agenda Item

Boundary Expansion

Meeting Date

05/22/2024

Purpose of Deputation (Minimum required text: 100 characters)

To present an analysis of the draft Ontario Provincial Planning Statement (PPS 2024) as it relates to urban boundary expansion on specialty crop land, and also land adjacent to an aggregate operation, with a comparison to the present Provincial Policy Statement (PPS 2020).

Do you have material or presentation for distribution to Council/Committee?

No

Deputation Location

In-person

Consent

- I agree to the Notice of Collection Statement

First Name

Christopher

Last Name

Guyatt

Email

[REDACTED]

Phone Number

[REDACTED]

Meeting Type

Council - Deputations for this specific meeting type must pertain to a matter listed on the meeting agenda

Agenda Item

boundary expansion

Meeting Date

05/22/2024

Purpose of Deputation (Minimum required text: 100 characters)

Commercial and residential traffic safety concerns and the impact on existing Norfolk boundaries, specifically school zones and areas of high traffic volumes.

Do you have material or presentation for distribution to Council/Committee?

No

Deputation Location

In-person

Consent

- I agree to the Notice of Collection Statement

From: Angie Cusworth [REDACTED]
Sent: Sunday, May 5, 2024 8:59 AM
To: Mayor Amy Martin <amy.martin@norfolkcounty.ca>
Cc: Tracey Rodrigues <tracey.rodrigues@norfolkcounty.ca>
Subject: Re: Urban Boundary Expansion(s) of Waterford; Upcoming council meeting May 22, 2024

Some people who received this message don't often get email from [REDACTED] [Learn why this is important](#)

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From: Angie Cusworth [REDACTED]
Sent: Saturday, May 4, 2024 8:30 PM
To: amy.martin@norfolkcounty.ca <amy.martin@norfolkcounty.ca>
Subject: Urban Boundary Expansion(s) of Waterford; Upcoming council meeting May 22, 2024

Good Day Mayor Martin

First let me introduce myself. My name is Angie Cusworth. I currently live on McMichael Rd. This is in very close proximity to the development currently in progress on the north end. The Villages of Waterford. I have lived in and around Waterford my entire life and raised my family here.

I am writing to you with grave concerns and disappointment regarding the development both currently happening and proposed for Waterford in the near and far future.

I believe like most of the community, I only recently became aware of the urban boundary expansion(s) via Facebook (FB). That is what has sparked some of us in the community to gather.

There are just so many concerns that revolve around this. Infrastructure being a huge one. I've heard already how my taxes needed to increase to cover infrastructure upgrades. I wish I could remember where I read that your initial pitch was for 8.9 million but that now it's been raised to some outlandish number like \$450 million? And now in your recent FB post you're indicating that we need to wait for the government funding from development for infrastructure?!

I can tell you that my property taxes are in excess of \$8,000.00/yr!!! And I live in the country/rural. That means I don't have access to things like water and sewer. If I have issues with my water or septic that's on me. I also don't get yard waste pick up. I'm expected to buy a permit that would allow me to burn it on my property or pay to take it to

the local transfer station and trust me we make several regular trips. It's costly. On top of that the last time I checked I don't qualify for a burn permit because of the size of my property and proximity to buildings. Does that sound right or fair given the excessive amount I'm already paying for property taxes?

We are taxed to death! That along with the extreme rise in cost of living has become a huge burden. Our wages are not increasing at the same level/pace. Asking us for more to allow for this development and expansion of our small town that we don't want is too much. There's a reason I'm still living here. I don't want a large town/city atmosphere and all that goes with that. I definitely don't want to see my small quaint hometown of Waterford with its' rich history to become the next Paris, ON. The congestion and the numerous roundabouts there are an eyesore and dizzying.

You ask if we the people don't think council hasn't considered the infrastructure concerns? I think we need to know specifically then, what is the concrete plan for the infrastructure of Waterford? This would include water, sewer, police, fire, roadways/traffic concerns, daycare, hospital, drs, etc.. A lot of these which are already in a deficit to serving our existing residents. Waiting for government funding to improve these while increasing the demand at the same time seems like we are always going to be back pedalling. Don't you think?

Respectfully
Angie Cusworth

From: Debbie Falkiner [REDACTED]
Sent: Sunday, May 5, 2024 8:43 PM
To: Mayor Amy Martin <amy.martin@norfolkcounty.ca>; Councillor Chris Van Paassen <Chris.VanPaassen@norfolkcounty.ca>; Councillor Kim Huffman <kim.huffman@norfolkcounty.ca>; Councillor Alan Duthie <alan.duthie@norfolkcounty.ca>; Councillor Tom Masschaele <Tom.Masschaele@norfolkcounty.ca>; Councillor Doug Brunton <doug.brunton@norfolkcounty.ca>; Councillor Michael Columbus <Michael.Columbus@norfolkcounty.ca>; Councillor Adam Veri <adam.veri@norfolkcounty.ca>; Councillor Linda Vandendriessche <linda.vandendriessche@norfolkcounty.ca>
Cc: Tracey Rodrigues <tracey.rodrigues@norfolkcounty.ca>
Subject: Traffic Concerns

Some people who received this message don't often get email from [REDACTED]. [Learn why this is important](#)

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Hello Mayor and Counsellors,

I am writing today to express concerns on the Norfolk Growth Plan 2024-2051 and the increased traffic flow that will be impacted on Old Hwy 24 / Main Street through the center of Waterford.

Currently we try to cross Old Hwy 24 / Woodley Road each day and with the volume at times and excessive speed it has become a danger to cross that road. With an estimated additional 6,000 cars per day due to growth, and no sidewalk, how will people be safe to cross and walk along the main road?

I would appreciate a reply to these concerns.

Thank you,

Debbie Falkiner

From: Debbie Falkiner [REDACTED]
Sent: Tuesday, May 7, 2024 8:25 AM
To: Mayor Amy Martin <amy.martin@norfolkcounty.ca>; Councillor Chris Van Paassen <Chris.VanPaassen@norfolkcounty.ca>; Councillor Kim Huffman <kim.huffman@norfolkcounty.ca>; Councillor Alan Duthie <alan.duthie@norfolkcounty.ca>; Councillor Tom Masschaele <Tom.Masschaele@norfolkcounty.ca>; Councillor Doug Brunton <doug.brunton@norfolkcounty.ca>; Councillor Michael Columbus <Michael.Columbus@norfolkcounty.ca>; Councillor Adam Veri <adam.veri@norfolkcounty.ca>; Councillor Linda Vandendriessche <linda.vandendriessche@norfolkcounty.ca>
Cc: Tracey Rodrigues <tracey.rodrigues@norfolkcounty.ca>
Subject: Traffic Concerns Through Downtown Waterford

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Hello Mayor and Counsellors,

I am expanding on my concern on traffic issues with respect to the Norfolk Growth Plan 2024-2051.

With the increased traffic, I cannot see the Main Street of Waterford being able to handle the excess in cars / trucks etc. The Main Street is already congested. I believe that if the growth of Waterford will be in the future plan, then another bypass road should be looked at. One road cannot or should not handle all traffic.

I would appreciate a reply to this concerns.

Thank you
Debbie Falkiner

-----Original Message-----

From: Georgie McLaren [REDACTED]
Sent: Friday, May 3, 2024 10:20 AM
To: Mayor Amy Martin <amy.martin@norfolkcounty.ca>
Subject: Waterford Development

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I wish to make it known that I am against all the redevelopment for our little town of Waterford. The new development at the south end of town is taking away precious farm land.

It would seem that in the 25 years our little town will be double its size . Are you allowing cookie cutter houses much like Paris ? This town has been ruined by developers!!!

It's a problem right now in Waterford with water (pressure goes down in peak hours) doctors, child care, policing , etc, etc, Whatever happened to the development that was going to be built in Townsend????

Don't ruin our little town please !

I wish this correspondence to be made a matter of public record.

Georgina McLaren
Resident of Waterford

Sent from my iPhone

Elder Plans Inc.

32 Miller Cres.
Simcoe, ON N3Y 4R1

May 7, 2024

Transmitted via email

Norfolk County Mayor and Councillors
50 Colborne Street
Simcoe, Ontario N3Y 4H3

Dear Mayor and Councillors:

SUBJECT: Official Plan amendment - expanding the Waterford Urban Area Boundary

As Council proceeds with the long anticipated Official Plan amendment arising from the comprehensive review for the Growth Strategy, on behalf of my client, David Bradshaw, I wanted to make you aware of his interests in a small expansion to the Waterford Urban Area Boundary. At the Public Meeting held on April 16, it appeared that Council was not aware of his specific request and the reasons for it. This letter is to provide Council with that background and also to thank you for directing staff to include this small parcel of Agriculturally designated but Urban Residential (R1) zoned land in the amended Waterford Urban Boundary.

David Bradshaw owns a 1.076 ha parcel of land on the south side of Mechanic Street on the west of the urban boundary (roll number 33605004400). As can be seen in the attached map, these lands are designated Urban Residential, Agriculture and Hazard Land in the Official Plan. The area designated Agriculture is approximately 0.35 ha. In the Zoning By-law the land parcel is zoned Urban Residential (R1) and Hazard Land (HL). With the size of this parcel, slope of the land and surrounding residential uses, this parcel is not suitable for agricultural uses.

In the last Official Plan review and the development of the Norfolk County Zoning By-law 1-Z-2014, I am aware that efforts were made to match Official Plan designations with the existing Zoning. The Ministry of Municipal Affairs approved those changes. I suggest, this parcel was overlooked and this situation should be addressed. Including the 0.35 ha of Agriculturally designated land in the Waterford Urban Area would be a logical extension to the urban area. The owner would like to develop the lands with three single detached dwellings which would be similar to existing development and take advantage of views of the Waterford Ponds. No development would occur in the Hazard lands. Mechanic Street could accommodate the minor additional traffic. Full municipal sewer and water services can be provided. Developing these lands is in the public interest and represents good planning for the reasons outlined above.

I trust the above explains my client's interests. Should you have any questions, please do not hesitate to contact me.

Sincerely,

Mary Elder MCIP RPP

Pc David Bradshaw and Kevin Dempsey

Bradshaw Lands - Mechanic Street, Waterford



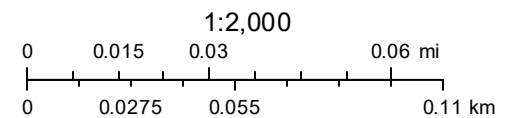
5/7/2024, 4:51:20 PM

Zones 1-Z-2014

- Zone
- Zone with Holding Provision
- Special Provisions

- Site Plan Control
- Lakeshore Erosion Prone Areas
- Community Boundaries**
- Urban Area Boundary

- Hamlet Area Boundary
- Resort Area Boundary
- Site Specific Policy Area



Queen's Printer for Ontario
Norfolk GIS

Kevin Brandt

From: Darryl Swarts <[REDACTED]>
Sent: Tuesday, May 14, 2024 2:05 PM
To: Councillor Kim Huffman; NC Clerks
Subject: Growth Study

Follow Up Flag: Follow up
Flag Status: Flagged

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Good Afternoon,

I just wanted to send my letter of support for the growth study. I am at the front lines for the housing crisis and this issue needs to be addressed. Please let me know if you have any further questions.

Darryl

Darryl Swarts

Broker of Record/Owner

ReMax Erie Shores Realty Inc.



Kevin Brandt

From: Hillary Anderson <[REDACTED]>
Sent: Tuesday, May 14, 2024 4:46 PM
To: Councillor Kim Huffman
Cc: NC Clerks
Subject: Growth Study

Follow Up Flag: Follow up
Flag Status: Flagged

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Good Evening Kim,

My name is Hillary Anderson, my husband and I own a farm on [REDACTED] in Waterford. My husband was born and raised here, we started our family in Tillsonburg where I am originally from. We spent YEARS looking for a property in Waterford that would support our family needs and growth for our boys. I believe growth for Waterford is a good thing, and support the growth of our town over the long period proposed. I hope that our local government will have the ability to see growth and will be able to support that growth through supportive infrastructure initiatives. We have a wonderful opportunity to help our town grow in a way that will support our children and grandchildren the ability to raise their families here and work here if they chose to. I understand that you voted against this growth and do not fully understand why.

I believe they we are just apart of this lands story, it truly does not belong to us, we just happen to get to enjoy it during our lifetime and it will get to be apart of so many lives after us.

Thank you for your time,

Hillary Anderson

Sent from my iPhone

Kevin Brandt

From: Jason Figueroa [REDACTED]
Sent: Wednesday, May 15, 2024 5:20 AM
To: Councillor Kim Huffman; NC Clerks
Subject: Growth Study

Follow Up Flag: Follow up
Flag Status: Flagged

Some people who received this message don't often get email from [REDACTED]. [Learn why this is important](#)

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To whom it may concern

My name is Jason Figueroa from Figueroa Framing and I would like to voice support for the proposed development in Waterford and the expansion of the Urban boundary. I work in Waterford regularly with my 4 employees and look forward to doing and supporting business in this growing community.

Regards
Jason Figueroa

Kevin Brandt

From: Mike Kohler <[REDACTED]>
Sent: Tuesday, May 14, 2024 1:44 PM
To: Councillor Kim Huffman; NC Clerks
Subject: Growth Study

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I am in support of the proposed development in Waterford and the expansion of the Urban Boundary.



Mike Kohler
Estimator

Direct: [REDACTED]
Office: [REDACTED]
Serving Southwestern Ontario

Kevin Brandt

From: Robyn Petrella <[REDACTED]>
Sent: Tuesday, May 14, 2024 4:14 PM
To: NC Clerks
Cc: Mayor Amy Martin; Councillor Tom Masschaele; Councillor Linda Vandendriessche; Councillor Michael Columbus; Councillor Chris Van Paassen; Councillor Alan Duthie; Councillor Doug Brunton; Councillor Adam Veri; Councillor Kim Huffman
Subject: Waterford Growth Concerns

Follow Up Flag: Follow up
Flag Status: Flagged

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Hello,

I am a resident of Waterford - [REDACTED] - and I would like to state that myself, my entire family (parents, sister, nephews, aunts, uncles and cousins, my children), neighbours, and friends - all residents of Waterford, have deep concerns regarding the new increase in development that is planned for both North and South of Waterford.

One major concern is traffic. We all live in the heart of Waterford ([REDACTED] [REDACTED]) and utilize Main Street to go to work, school, get groceries, the post office, the parks, shops - practically everything we have to do - involves getting onto or crossing over Main Street.

We are a single lane Main road town. So increasing our resident population x 3 - we foresee nothing BUT problems. As it is, turning left or crossing over during morning and after school times has become time consuming and dangerous for both drivers and pedestrians. There are a total of 2 cross walks across Main Street for the entire town - Thompson Road and the push light at Sylvia. We have been informed by the Mayor that first we build, then we deal with traffic. That is a poor planning response by someone who does not even reside in our town.

There are also houses that have yet to be sold in the Villages, new builds going in by the Legion, The new silo subdivision, and the building that is going to be happening in the south by Foodland, as well as other areas being infilled. Why do we need to rush to add more housing, until we can see how the town handles the load that is already slated to be built?

Lastly, One of the great things about our town is the close community. Seeing neighbours and friends out doing their thing. Walkability. Our downtown. Safety both on the roads and in our homes. Tripling this town, you are destroying ALL OF THAT. 15,000 is the population of Paris and that town has become a nightmare to navigate. Many of our new residents have expressed they left towns like Paris / Milton / Port Dover to escape that lifestyle (if you do not believe me, please join one of Waterford's Social Media Groups where this is expressed almost daily).

I have not met or heard from one person who supports this massive growth. Where are these supporting numbers coming from? Are they current residents? Prospective residents who think they will be getting the small town we are fighting to protect? or do they have something to gain from this growth (ie. realtors / investors / mortgage brokers / young politicians trying to impress D. Ford or grow their career).

I have attached a photo of what I mean by issues turning left. This was taken at 1:15 on a Tuesday and has become a regular occurrence. Now imagine living on a side street trying to get through that onto Main.

Thank you for hearing our concerns. We have all signed the petition that is currently circulating.

Respectfully,

Robyn Petrella and friends / family.



HFW Holdings Limited

Tel: [REDACTED]

E-mail: [REDACTED]

May 15, 2024

Delivered by Email

Mayor Amy Martin &
Norfolk County Councilors
Norfolk County, ON

RE: Growth Study

Ladies and Gentlemen:

I am writing to express my full support for more development initiatives in Waterford, Ontario. I believe there is a strong demand for new homes in the area due to the lower home prices and the spacious, scenic rural settings – hiking trailer, beaches, and affordable golf courses. The new, strategic projects will also boost the local economy and enhance the quality of life.

Regards



Herbert H Chiu
President

[REDACTED]
(O'Hare Project Growth Study support 240515-H24)



380 MILLWAY AVENUE, UNIT 1, CONCORD, ON, L4K 3V8
TEL: (905)-738-5815 FAX: (905)-738-4429
www.basewindows.com

Attn: Councillor Kim Huffman
Re: Growth Study- Waterford Urban Boundary

Dear Kim,

I am writing to you as a representative from Base Windows Ltd which has a staff of (3) office personnel and (8) shop employees.

The purpose of this letter is to show support for the proposed development in Waterford in regards to the expansion of the urban boundary.

Upon review of the objectives of the strategic plan, we believe the goals set forth will benefit the existing community of Norfolk with the six themes outlined. The goal to maintain the small-town character and improve the quality of life through sustainable development with stakeholder input will seek to benefit the community environmentally, economically and socially.

Kind regards,

Peter De Castro

BES, Canadian Associate in Project Management (CAPM)
Sales Manager

Elder Plans Inc.

32 Miller Cres.
Simcoe, ON N3Y 4R1

May 9, 2024

Transmitted via email

Norfolk County Mayor and Councillors
50 Colborne Street
Simcoe, Ontario N3Y 4H3

Dear Mayor and Councillors:

SUBJECT: Official Plan amendment - expanding the Delhi Urban Area Boundary

As Council proceeds with the long anticipated Official Plan amendment arising from the comprehensive review for the Growth Strategy, on behalf of my client, Reed Verhoeve, we want to make you aware of the true agricultural nature of the lands north of Wilson Ave and east of Gage Street (property roll number 33104102447800, 111Wilson Ave). At the April 16 special Council meeting, it was mentioned that these lands are excellent agricultural lands and therefore should not be included in the urban expansion. When viewing crops from Wilson Avenue this may appear to be true, however it is not. This letter is to request Council reconsider its direction not to expand the urban boundary onto any of these lands.

Initially a 23.9 ha area was proposed for residential expansion and this area tied for second place in the scoring exercise for the Delhi Urban area expansion requests. There are two sections totalling 10.3 ha that we respectfully request reconsideration of, one is at the north edge abutting the former rail line and is 6.7 ha and the other one abutting the existing subdivision is 3.6 ha. A map has been attached showing these two areas. The attached drone photography clearly shows the areas where the soils are of finer sand and therefore drier and produce poorer yields. Even the woodlot in the northern area, situated on a sand knoll, is sparsely vegetated. Both of these proposed areas can be accessed from Courtney Avenue and the south area also from Wilson Avenue and Gage Street. According to the scoring, these areas can be serviced and have excellent connections to many community services.

With this additional information we hope Council will reconsider its direction not to expand the Delhi Urban boundary on the Verhoeve lands north of Wilson Avenue and appreciate Council taking time to do so.

I trust the above explains my client's interests. Should you have any questions, please do not hesitate to contact me.

Sincerely,

Mary Elder MCIP RPP

Pc Reed Verhoeve

MAP NORFOLK - Community Web Map

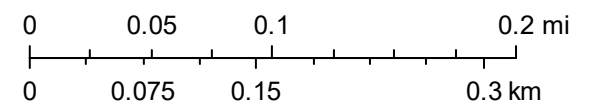


2024-04-17, 5:54:32 p.m.

1:5,000

Urban & Hamlet Boundaries

- Urban Area Boundary
- Hamlet Area Boundary
- Resort Area Boundary
- Land Parcels
- Civic Address
- Plan Lines
- Road Labels
- DraftPlan



Queen's Printer for Ontario
Norfolk GIS

Drone Imagery

111 Wilson Ave, Delhi Ontario

Imagery Date: October 25th 2022

Crop: Oats, Peas, Radish Cover Crop



Imagery Date: July 4th, 2018

Crop: Corn



Imagery Date: July 21st, 2021
Crop: Soybeans



Imagery Date: October 11th, 2020
Crop: Oats, Peas, Radish cover crop



From: Laura W [REDACTED]
Sent: Tuesday, May 7, 2024 3:38 PM
To: Tracey Rodrigues <tracey.rodrigues@norfolkcounty.ca>
Cc: Genevieve Scharback <genevieve.scharback@norfolkcounty.ca>
Subject: FARmland to remain

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Councillor:

Please note this for the Public Record

We need to keep our farmland for crops to feed humans, not to build high-end housing. Will you please explain your position of stripping Norfolk of its most valuable resource?

Best regards,

Laura Wakeling

[REDACTED]
Waterford ON N0E 1Y0

HFW Holdings Limited



May 15, 2024

Mayor Amy Martin
Councillor Kim Huffman
Norfolk County Councillors
Norfolk County, Ontario

Re: Growth Study

To whom it may concern,

I am writing to express support for the urban boundary expansions proposed by county staff and council in Norfolk County. Waterford and other towns in Norfolk County are in desperate need of the growth opportunities that boundary expansions will provide. We cannot hope to have attainable housing without building more homes. Additionally, the investment in the community by developers such as [REDACTED] will encourage economic growth both in the near term and long term.

Regards,

A handwritten signature in black ink, appearing to read "Gary Brasenell".

Gary Brasenell
Vice President

Denton Choo

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

May 15, 2024

Mayor Amy Martin
Councillor Kim Huffman
Norfolk County Councillors
Norfolk County, Ontario

Re: Growth Study

To Whom It May Concern:

I am writing to express my support for development initiatives in Waterford and Norfolk County, including Tom O'Hara's project. I believe strategic development will fuel growth, create opportunities, and enhance our community's well-being.

In light of the challenges and opportunities facing our community, I urge you to continue supporting development initiatives that will unlock Waterford's full potential and make it a thriving hub for innovation, culture, and prosperity.

Thank you for your commitment to our community's advancement.

Regards,

Denton Choo



Council Meeting – May 22, 2024

Subject: Municipal Comprehensive Review Phase 1 Council Directed
Official Plan Amendment
Report Number: CD-24-071
Division: Community Development
Department: Planning
Ward: All Wards
Purpose: For Decision

Recommendation(s):

That Report Number CD-24-071, Municipal Comprehensive Review Phase 1 Council Directed Official Plan Amendment be received; and

Further that all public input received for this Official Plan Amendment was considered as part of the decision.

Executive Summary:

Following Council's direction and decision on April 16, 2024, the purpose of this report is to present the Phase 1 Official Plan Amendment (OPA) for Norfolk County's Municipal Comprehensive Review (MCR). The purpose of the Municipal Comprehensive Review is to ensure that Norfolk County's Official Plan is consistent with Provincial Policies.

Discussion

Background

On April 16, 2024, Council was presented report CD-24-053, regarding Phase 1 of the Municipal Comprehensive Review by staff. This body of work was built off the work completed as a part of the Growth Management Study, Grow Norfolk, which concluded in November of 2023. A more fulsome history of both projects was outlined in CD-24-053. The report was intended to represent the first of two reports prepared as part of the Municipal Comprehensive Review to facilitate an Official Plan Amendment (OPA). This meeting was held as a Special Council Meeting under Section 26 of the *Planning Act*, 1990, therefore, the meeting was also intended to provide an opportunity for the public to speak on the required and proposed changes to the Official Plan. Council heard from 15 deputations and speakers on the subject, in addition to reviewing 8 written comments prior to providing direction to staff on the associated urban area settlement boundary changes and employment conversion requests.

Through motion, Council utilized the schedules associated with report CD-24-053. The direction was as follows:

| Urban Settlement Area | Base Schedule Option | Proposed Changes |
|------------------------------|-----------------------------|--|
| Courtland | Schedule 1 | Add in lands identified as ID 25, ID 26, 27 and ID 17 from Schedule 8 |
| Port Dover | Schedule 5 | No changes |
| Port Rowan | Schedule 6 | Reject proposed removal |
| Delhi | Schedule 2B | Add in lands identified as the entire golf course property, being all of ID #3 and #4. |
| Simcoe | Schedule 3 | Add in lands identified as ID #1, #2, #10, #11, #21, #37 and #54 with special provision respecting #37 and #54, as set out in the staff report |
| Waterford | Schedule 4A | Add in lands identified as ID #7, #8, & remove lands identified as the eastern portion of ID #6 |

No Council direction was provided to change what was proposed by staff for Employment additions in Norfolk North. Accordingly, the changes as proposed by staff have been included in the attached by-law.

Gaps in Proposed Urban Area Settlement Boundary

One component of the proposed Official Plan Amendment that requires review is the likely unintentional creation of gaps in the Proposed Urban Area Settlement Boundary as identified through Council direction. The majority of these gaps were as a result of smaller parcels existing between selected larger requested parcels and the existing urban boundary, however some discrepancies resulted in the layering of staff options with additional lands directed to be included by Council. Staff utilized their best judgement in preparing the by-law and included the lands identified, however each instance is further explored in Attachment D.

Consultation(s)

Engagement has been conducted throughout the Municipal Comprehensive Review process, following the engagement which was completed as a part of the Council approved engagement program for the GROW Norfolk Study. This engagement included collaboration with various groups such as:

- Project Technical Internal Working Group (from the GROW Norfolk work)
- Provincial and other Agencies
- Landowner/Development Industry Stakeholders
- Public
- Planning Advisory Committee
- First Nations

A Public Information Centre on February 9, 2024 on draft urban settlement boundaries and a draft mapping regarding proposed employment area conversions was presented. More than 50 members of the public attended the event. Following the meeting, staff also organized individual meeting slots to facilitate further discussion on the proposed draft changes. More than 12 stakeholder meetings were held, as well as additional telephone meeting sessions.

Technical Comments / Analysis:

Technical comments were provided by various departments and agencies. This included comments from consulting services for Source Water Protection, GIS, Grand Erie District School Board, and CN Rail.

Questions regarding impacts to Source Water Protection arose at the Council meeting and through subsequent discussions staff have had with the public. Comments provided through Cambium, a consulting firm to the Environmental Services team provide some high level information regarding Source Water Protection within the area west of Simcoe.

See Attachment B for the complete technical comments.

Regard for Public Input:

The Special Council Meeting satisfying the requirements identified in Section 26 of the Planning Act was held on April 16, 2024. Notification of this meeting was placed in the newspapers on March 7 and March 14, 2024. Opportunity for Council to receive written comments and verbal comments in the form of deputations and speakers was provided at the Special Council meeting. All those that wished to speak were given the opportunity to.

10 public submissions were received at the time of this report. See Attachment C for the public comments.

Council finalized the review and provided direction as part of the April 16 Special Council Meeting.

Planning Considerations:

Summary of Staff Proposed Options for Urban Area Settlement Boundaries and Employment Conversions

As a part of this body of work, staff presented on 3 main components which impact the overall amount of land within the urban area settlement boundaries:

1. Proposed Land Inclusion and Removals based on the needs identified in the Grow Norfolk study, including consideration for all requested lands
2. Evaluations and recommendations pertaining to Employment Conversion Requests within the existing urban area
3. Boundary Rationalization to remove some land from the existing urban area settlement boundaries to better reflect land that is developable and contributing to the urban area community experience.

The full evaluation can be found in Report CD-24-053. In terms of the proposed Urban Area Settlement Boundaries, staff provided two options for Council's consideration for Delhi, Waterford, and Port Rowan. For the remaining urban areas, only one option was provided. The total amounts of land identified for community or residential use, employment lands and proposed boundary rationalization removals are outlined in Table 1.

Table 1. Staff Proposed Settlement Boundary Changes by Area

| Urban Settlement Area | Proposed Community Area/Residential for Inclusion (in ha) | Proposed Employment Lands for Inclusion (in ha) | Total Land for Inclusion (in ha) | Proposed Boundary Rationalization removals (in ha) |
|-----------------------|---|---|----------------------------------|--|
| Courtland | 19.9 | 25 | 44.9 | 0 |
| Delhi | 81.5/91.6 | 23.9 | 105.3 / 115.4 | 2.8 |
| Simcoe | 29.9 | 0 | 29.9 | 41.7 |
| Waterford | 33 / 65 | 16.1 | 49.1/81.1 | 40.0 |
| Port Dover | 0 | 0 | 0 | 20.6 |
| Port Rowan | 0/-35.1 | 0 | 0 | 0 |
| Norfolk North | 0 | 23.2 | 23.2 | 0 |
| TOTAL | 161.2 – 174.4 | 88.2 | 252.4-294.5 | 105.1 |

Summary of Council proposed Urban Area Settlement Boundaries and Employment Conversions

In the form of resolutions, Council provided direction to staff regarding what to include in the draft by-law which was to be addressed at this meeting. A summary of the land implications based on that direction is identified in Table 2.

Table 2. Council Directed Proposed Settlement Boundary Changes by Area

| Urban Settlement Area | Proposed Community Area/Residential for Inclusion (in ha) | Proposed Employment Lands for Inclusion (in ha) | Total Land for Inclusion (in ha) | Proposed Boundary Rationalization removals (in ha) |
|------------------------------|--|--|---|---|
| Courtland | 60.5 | 94.3 | 154.8 | 0 |
| Delhi | 143.3 | 23.8 | 167.1 | 2.8 |
| Simcoe | 66.0 | 0 | 162.1 ¹ | 41.7 |
| Waterford | 92.2 | 16.1 | 108.3 | 40.0 |
| Port Dover | 0 | 0 | 0 | 20.6 |
| Port Rowan | 0 | 0 | 0 | 0 |
| Norfolk North | 0 | 23.18 | 23.18 | 0 |
| TOTAL | 362.0 | 157.4 | 615 | 105.1 |

Site Specific Policy Area

Also included in the direction was the inclusion of 96.1 ha of land for a campus of care. There was also direction to staff to draft a site specific policy pertaining to these lands. Staff considered what had been presented by the representatives of a portion of the lands, in addition to reviewing the comments and discussion of Council in attempt to provide a policy which reflected the Council intention. Staff drafted the following that is included within the Official Plan Amendment Bylaw:

Notwithstanding Sections 7.14.1 and 7.14.2, the following shall be the policy of the County in relation to the Simcoe – West Street/Evergreen Hill Institutional Site Specific Policy Area:

- a) On land designated Major Institutional - Site Specific Policy Area 7.14.3.2 on Schedule "B" to this Plan, in addition to the permitted uses of the Major Institutional Designation, residential use, where they are intended to provide accommodation for persons associated with institutional uses, shall be a permitted use.
- b) Notwithstanding the Major Institutional Designation on the lands and the above noted additional uses, development within this area will only be permitted following the completion of a Master Plan. The Master Plan will be considered complete upon approval of Council of the plan.
- c) Prior to the preparation of the Master Plan the County, in consultation with other agencies, shall approve detailed Terms of Reference which Terms shall

¹ Total Land for Inclusion for Simcoe includes lands identified for Community/Residential use, Employment Area, and lands identified to be utilized for Major Institutional uses under Site Specific Policy Area 7.14.3.2.

- identify the required studies and plans required, and the scope thereof, as well as public and agency notice, consultation, review and approval requirements and anticipated timelines for approval of the Master Plan.
- d) No applications proposing development (other than land assembly consents) shall be approved unless the Master Plan has been completed and approved by County Council. Council may however allow the concurrent processing of land development applications during the Master Plan review and approval process.
 - e) The Master Plan should:
 - i) Illustrate the detailed land uses including the location, type, area, and approximate dimensions of each land use.
 - ii) Identify the location, distribution and land areas required for community facilities, parks, trails and open spaces.
 - iii) Be accompanied and supported by appropriate studies and reports as identified by the Terms of Reference.
 - f) Council may approve the Master Plan by resolution and while it does not need to be included as an amendment to the County Official Plan it shall be used as a general guide to the overall development of this Special Policy Area and can be further refined and amended by Council, as necessary.

As noted in the Special Council Meeting report, CD-24-053, a potential interest in a donation of land to facilitate a “campus of care” was identified by the Norfolk General Hospital. In March of 2024, it was identified formally to planning staff that there was an interest in developing the new campus of care, and that candidate sites were being proposed outside of the urban boundary and that multiple properties could be potential candidates for the site with no parcel having been confirmed as the preferred site to date.

The proposed special policy encompasses the institutional uses that have been identified as a need within the community through the Norfolk General Hospital. It would also leave opportunity for supporting institutional uses such as educational facilities and other related uses, such as residences or long-term care facilities. The proposed draft site specific policy includes a requirement of a Master Plan. This would be to ensure all lands intended for institutional uses were planned holistically and long term. It aligns with standard Hospital planning practices in Ontario and was also proposed as part of proposal presented by representatives of one of the parcels included in this area.

Special Policy

For lands being proposed to meet the Community or Residential needs in the Urban Areas, staff propose the inclusion of a Special Policy which identifies the importance of the completion of the associated Community Plans as the next step to identify appropriate land use designations and related updates to schedules and policies of the Official Plan. This policy reconfirms the role of Community Plans in facilitating orderly and complete community development by pairing the planning exercise with a servicing

strategy for each urban area. The policy is intended to provide further clarification on the role of Community Plans in the development of the urban areas as a whole and in relation to the lands which are proposed to be newly added for greenfield development. The proposed policy is an extension of Section 6.4 and is outlined as follows:

k) Urban Area Boundary Expansion Special Policy Area

- i) To manage growth forecasted over the long-term planning horizon and to guide development and land needs into the future, the County will ensure development growth is staged appropriately and occurs in an orderly manner.
- ii) Further amendments to Schedule B: Land Use and other schedules and policies of this plan shall be facilitated through the completion of a County-led Community Plan and Master Servicing Strategy for each urban area subject to this Special Policy Area
- iii) Notwithstanding Section 6.4 k) ii) and Section 9.5.1, the County may consider a private site specific amendment for a specific site or area within an urban area, provided that the proponent conduct studies and develop plans, which would include but are not limited to demonstration that:
 - (1) the land use mix, densities of development and compatibility between different uses, conforms to the policies of this Plan;
 - (2) adequate municipal water and wastewater services can be extended and upgraded to accommodate the proposed development with the costs to be borne by the developer to the satisfaction of the County;
 - (3) there is sufficient reserve capacity in the water treatment and wastewater treatment services to accommodate the identified growth or that such capacity will be available to the lands within five years;
 - (4) the stormwater management strategy meets the standards of the County (and the Conservation Authority, as applicable);
 - (5) the proposed transportation system, including active transportation routes, meets the standards of the County and can be integrated into the existing transportation network;
 - (6) an environmental analysis has been completed and any significant environmental features and appropriate buffer areas to protect those features have been identified;
 - (7) a cultural heritage and archaeological assessment has been carried out in consultation with Provincial ministries and local Indigenous communities, and measures to conserve significant cultural heritage and archaeological resources and to mitigate the impact of development on these resources have been identified;
 - (8) an Environmental Assessment, where required, has been completed which identifies, evaluates, and chooses optimal means of providing the necessary infrastructure;

- (9) the location of facilities supportive of the proposed development, including open space and parks, schools, places of worship, and commercial facilities are integrated into the proposed development in conformity to the policies of this Plan;
- (10) an agricultural impact analysis has been completed which conforms to the policies of this plan and is completed to the satisfaction of the County; and
- (11) any new development or redevelopment on lands adjacent to existing neighbourhoods shall consider the existing and planned uses of those neighbourhoods, compatibility, connectivity, and services as part of an appropriate mix of uses for Healthy and Complete Communities.

The intent is to complete this thorough work through a Master Servicing Strategy and Community Plan process facilitated by the County for each urban area as a whole upon the completion of the settlement boundary process. The purpose of the processes is to facilitate the planning of complete communities which include housing and a range of commercial, institutional, parks and other services through a public process. This process will encompass updating the land use and zoning for lands added through the settlement boundary process and the lands within the existing urban area to implement new policies. It is recognized that some sites may be positioned to proceed in advance of the Community Plan and Master Servicing Strategy process, therefore there is the option for future land use to be considered through an owner-initiated official plan amendment (with other development applications) provided sufficient study is considered. The inclusion of the use of Community Plans to facilitate orderly development in the urban areas was approved through the capital budget.

Request for Additional Information on Lands Southwest of Courtland

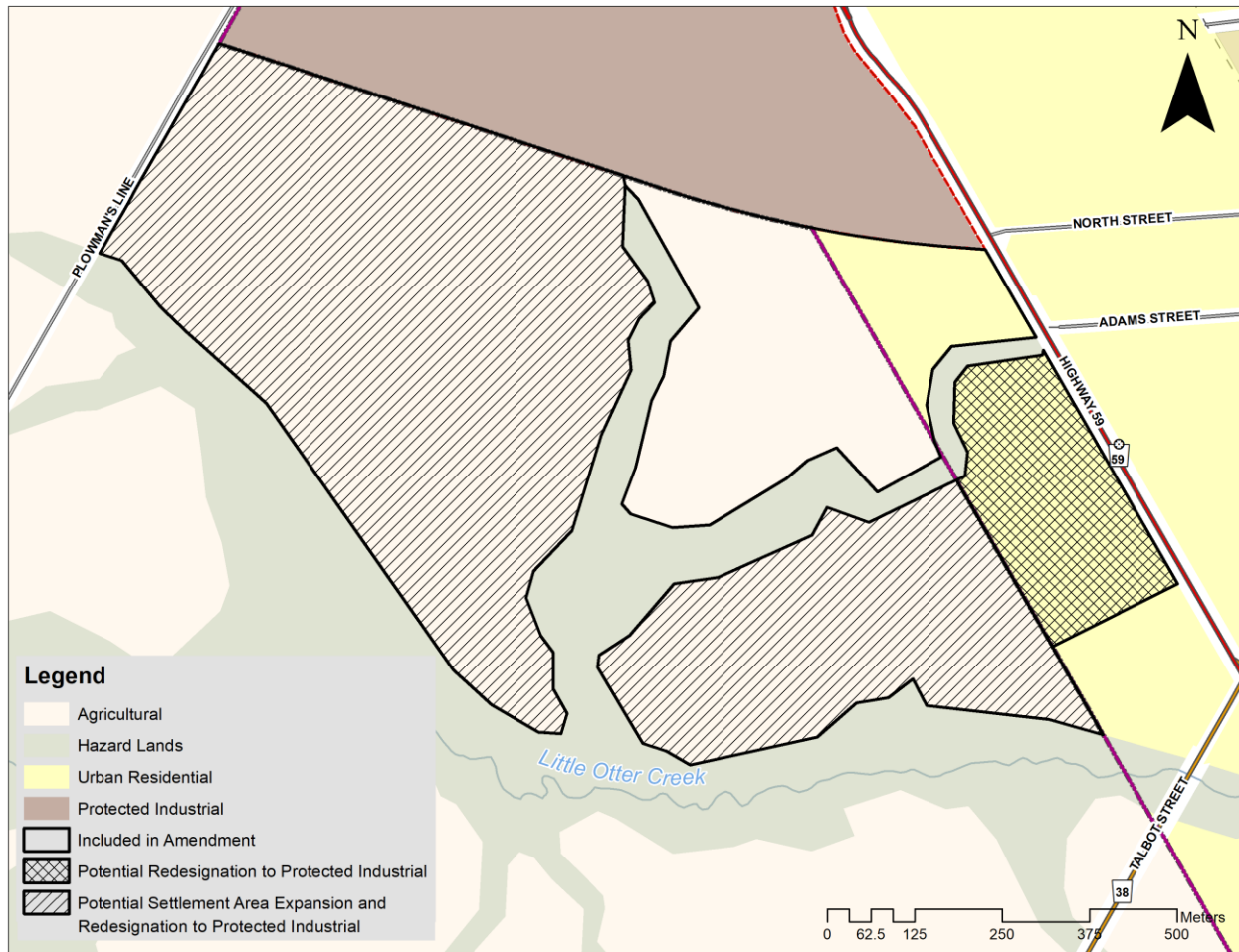
Through resolution SC-020 and the connected SC-021, Council discussed lands identified as South of Rail Line, east of Plowmans Line, to the settlement area to the east, to the creek hazard lands to the south. Council requested staff provide further information about these lands, which are identified in Figure 2.

A portion of the lands, located on the northeast quadrant of the subject lands, was identified by staff as a potential area of inclusion for Employment lands as a part of their analysis in Report CD-24-053. In selecting Option 2B, Council included the lands identified as “Included in Amendment” on Figure 2. The subject lands of this discussion are made up of Agricultural Designated lands, with the abutting lands with a Hazard Lands designation are proposed to be excluded. It is made up of portions of 11 separate parcels with differing ownership.

At this point, the subject lands have not been included in the proposed by-law. Section 1.1.2 of PPS, 2020 identifies that sufficient land shall be made available for land needs up to 25 years. It additionally notes that planning for employment areas is not limited by

this policy by the 25-year time horizon. Accordingly, the inclusion of additional lands for the purposes of planning for employment area would not be inconsistent with the PPS, 2020. Should there be an interest in including these lands, additional direction is required from Council to facilitate the inclusion.

Figure 1. Area SW of Courtland Associated with SC-020 and SC-021



Potential Impacts of Bill 185, Cutting Red Tape to Build More Homes Act, 2024

On April 10, 2024, the Province of Ontario Government announced Bill 185, Cutting Red Tape to Build More Homes Act, 2024. Its stated intent is to streamline approvals and help build more homes and infrastructure faster. Changes are proposed to the Planning Act and the Development Charges Act, 199, among others. The overall impact of the changes will be further explored by staff in a future report, however in terms of the Growth Management Study and Municipal Comprehensive Review, the most significant changes will likely come from the implementation of a new proposed Provincial Policy Statement as a part of the larger package of legislative changes tied to this act.

Some of these proposed changes to the PPS include a change in the time horizon for land needs from “up to 25 years” to “at least 20 years, but not more than 30 years” and

language changes in the section referring to the identification of new settlement areas, including the removal of the term *Comprehensive Review*. When new legislation is enacted that has impacts on the Growth Management and Municipal Comprehensive Review, the projects will be reviewed within the context of that legislation in greater detail at that time. Staff are currently anticipating that the county-led review and associated Official Plan Amendments will be sufficient to address any potentially differing policies.

Financial Services Comments:

There are no direct financial implications as a result of this report.

The Official Plan Amendment relating to Phase 1 as outlined in this report will aid in further sustainable growth investigation efforts for Norfolk County and will help ensure all Provincial Policies are being met within the current plan. Any anticipated growth is projected to have a positive impact on future assessment growth and water / wastewater users, particularly relating to intensification opportunities. Growth related infrastructure should be paid for through the collection of development charges (DCs) and any future development that occurs on a re-zoned parcel may result in increased property assessment and tax revenue for the County.

As additional information is brought forward through the implementation of this phase and future phases within the Official Master Plan, finance staff will continue to make recommendations related to funding requirements, grant opportunities and the overall financial impact of these growth related activities.

Strategic Plan Linkage:

This report aligns with the 2022-2026 Council Strategic Priority Empowering Norfolk - Putting the tools and resources in place to ensure our business' and residents' success.

Explanation: The work being completed as a part of the Municipal Comprehensive Review and the associated conformity and implementing Official Plan Amendments directly relate to all three pillars of the "Building Norfolk" priority including:

- Ensure the health, safety and well-being of the community
- Provide a solid infrastructure foundation
- Ensure responsible growth policies and strategies

Conclusion:

To culminate the work completed through the Grow Norfolk study and to complete the Municipal Comprehensive Review and Official Plan update process, the implementing Official Plan Amendment has been split into two phases. As part of implementation of

Phase 1 of this process, Council provided direction to staff in the contents of the Phase 1 Official Plan Amendment, most specifically regarding the Urban Area Settlement Boundary at the Special Council Meeting held April 16, 2024. Council also requested a memo regarding an area southwest of the current Courtland settlement area boundary. Based on the direction provided by Council, staff have also flagged specific areas of attention to confirm their interpretation.

Pending Council's adoption of the final Phase 1 Official Plan Amendment by-law, it will be submitted to the Province for approval. Phase 2 will be initiated following this approval. With the amount of forecasted growth in population and employment anticipated in Norfolk County, it will be important to plan holistically in our communities to ensure aspects of the urban areas such as parks, schools, commercial opportunities, and transportation options are considered. This level of evaluation and consideration will be completed as part of the upcoming urban area community plans.

Attachment(s):

- Attachment A - Council Directed Draft By-law Amendment
- Attachment B - Technical Comments
- Attachment C - Public Comments
- Attachment D - Analysis of Gaps in Proposed Urban Area Settlement Boundary

Approval:

Approved By:
Al Meneses, CAO

Reviewed By:
Brandon Sloan, BES, MCIP, RPP
General Manager
Community Development Division

Prepared By:
Nicole Goodbrand, MA, MCIP, RPP
Project Lead, Long Range Planning and Special Projects
Community Development Division
Planning Department



The Corporation of Norfolk County

By-Law 2024-XX

Being a By-Law to Adopt Amendment Number XXX to the Norfolk County Official Plan affecting all lands within Norfolk County in the name of Norfolk County

AND WHEREAS Norfolk County deems it expedient to implement a Growth Strategy for the urban communities in Norfolk County by amending urban boundaries, amending and adding land use designations, amending and adding Employment Area designations, and by amending and adding site specific policies,

Whereas the Council of The Corporation of Norfolk County has considered an amendment to the Norfolk County Official Plan in accordance with the provisions of the Planning Act, R.S.O. 1990, c.P.13 as amended, Sections 26; and

Now therefore the Council of The Corporation of Norfolk County hereby enacts as follows:

1. That amendment number 163 to the Norfolk County Official Plan as set out in the text and Schedule "A" attached hereto is hereby adopted.
2. That the effective date of this By-Law shall be the date of passage thereof.

Enacted and passed this 22nd day of May 2024.

Mayor: A. Martin

County Clerk: G. Scharback

Amendment Number xx to the Norfolk County Official Plan

Part A: Preamble to the Amendment

The purpose of amendment number 163 to the Norfolk County Official Plan is to implement a Growth Strategy for the urban communities in Norfolk County by amending urban area boundaries, amending and adding land use designations, amending and adding Employment Area designations, and by amending and adding site specific policies.

Location of the Lands Affected

The amendment is applicable County-wide. The lands affected are illustrated on attached Schedule A, attached hereto.

Basis of the Amendment

Council approved the Norfolk County Official Plan on May 9, 2006 and the Ministry approved the Plan on December 28, 2008. An Official Plan Review was completed in 2015 which was Ministry approved that same year. To support this work, a Municipal Comprehensive Review was initiated in 2021 in an effort to update the Official Plan to ensure conformity with the Planning Act and to ensure that the plan:

- a) conforms with provincial plans or does not conflict with them, as the case may be;
- b) has regard to the matters of provincial interest listed in section 2; and
- c) is consistent with policy statements issued under subsection 3 (1). 2015, c. 26, s. 24 (1).

The Municipal Comprehensive Review (MCR) of the Plan was officially launched on June 8, 2021 when Council-in-Committee was presented CS 21-47, Growth Management Study Kick-off and Terms of Reference. The review process was divided into two phases. Phase 1 was to develop a Growth Strategy for the County's six urban areas. Phase 2 of the review process is to deal with all other matters relating to the Official Plan not covered in Phase 1, including but not limited to hamlet area boundary reviews.

This amendment implements the recommendations resulting from the Official Plan Review work completed under the GROW Norfolk project umbrella as documented in CD 23-098, GROW Norfolk Study (Municipal Comprehensive Review), Volume 5: Land Evaluation and Area Review & Volume 6: Preferred Directions and Recommendations.

Phase 1 is intended to bring the County's Official Plan into conformity with the growth policies of the Provincial Policy Statement 2020 (PPS 2020).

Public input for Phase 1 of the Municipal Comprehensive Review work was obtained through a Public Information Centre held at Talbot Gardens on February 8th, 2024. In addition to this, stakeholder meetings were available in person and virtually following the event via a link provided on the project's Engage Norfolk page and via contacting the project team via the project email. Throughout this component of the project and in advance of recommendations going before Council, information regarding the population, household forecasts for the County and for each of the six urban areas was available on the Engage Norfolk website. Draft mapping showing potential changes to urban area boundaries and proposed changes to land use designations was provided following the PIC, with updated mapping being provided in advance of the Special Council Meeting held on April 16, 2024. Various background reports relating to the proposed Growth Norfolk study were also made available on this website.

Part B: The Amendment

That the Norfolk County Official Plan is hereby amended as follows:

Map Schedule Amendment

Courtland

That Schedule A-1, Community Structure, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Courtland, attached hereto, to within the Courtland Urban Area.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 on Schedule 'A' - Courtland, attached hereto, to within the Courtland Urban Area.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by redesignating the lands, shown as Part 4 on Schedule 'A' - Courtland, attached hereto, from Urban Residential to Protected Industrial.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing the lands shown as Part 5 on Schedule 'A' - Courtland, attached hereto, from the Courtland Urban Area Boundary and by redesignating the lands from Agriculture to Protected Industrial.

That Schedule C, Natural Heritage, in the Norfolk County Official Plan is amended by

adding the lands shown as Part 1 & 5 on Schedule 'A' - Courtland, attached hereto, to within the Courtland Urban Area.

That Schedule D, Water Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Courtland, attached hereto, to within the Courtland Urban Area.

That Schedule E, Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Courtland, attached hereto, to within the Courtland Urban Area.

That Schedule I, Active Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Courtland, attached hereto, to within the Courtland Urban Area.

That Schedule J, Natural Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Courtland, attached hereto, to within the Courtland Urban Area.

Delhi

That Schedule A-1, Community Structure, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 5 on Schedule 'A' - Delhi, attached hereto, to within the Delhi Urban Area.

That Schedule A-1, Community Structure, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Delhi, attached hereto, from within the Delhi Urban Area.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 on Schedule 'A' - Delhi, attached hereto, to within the Delhi Urban Area Boundary with Special Policy Area 6.4.k).

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' - Delhi, attached hereto, from the Delhi Urban Area Boundary.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by redesignating the lands, shown as Part 3 on Schedule 'A' - Delhi, attached hereto, from Protected Industrial to Industrial.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing

the lands shown as Part 5 on Schedule 'A' - Delhi, attached hereto, from the Delhi Urban Area Boundary and by redesignating the lands from Agriculture to Protected Industrial.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing the lands shown as Part 6 on Schedule 'A' - Delhi, attached hereto, from the Delhi Urban Area Boundary and by redesignating the lands from Protected Industrial to Agriculture.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by redesignating the lands, shown as Part 9 on Schedule 'A' - Delhi, attached hereto, from Protected Industrial to Urban Residential.

That Schedule C, Natural Heritage, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Delhi, attached hereto, to within the Delhi Urban Area.

That Schedule D, Water Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Delhi, attached hereto, to within the Delhi Urban Area.

That Schedule E, Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Delhi, attached hereto, to within the Delhi Urban Area.

That Schedule I, Active Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Delhi, attached hereto, to within the Delhi Urban Area.

That Schedule J, Natural Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Delhi, attached hereto, to within the Delhi Urban Area.

That Schedule C, Natural Heritage, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Delhi, attached hereto, from within the Delhi Urban Area.

That Schedule D, Water Resources, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Delhi, attached hereto, from within the Delhi Urban Area.

That Schedule E, Transportation, in the Norfolk County Official Plan is amended by

removing the lands shown as Parts 2 & 6 on Schedule 'A' - Delhi, attached hereto, from within the Delhi Urban Area.

That Schedule I, Active Transportation, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Delhi, attached hereto, from within the Delhi Urban Area.

That Schedule J, Natural Resources, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Delhi, attached hereto, from within the Delhi Urban Area.

Waterford

That Schedule A-1, Community Structure, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 5 on Schedule 'A' - Waterford, attached hereto, to within the Waterford Urban Area.

That Schedule A-1, Community Structure, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' - Waterford, attached hereto, from within the Waterford Urban Area Boundary.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 on Schedule 'A' - Waterford, attached hereto, to within the Waterford Urban Area Boundary with Special Policy Area 6.4.k)..

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' - Waterford, attached hereto, from the Waterford Urban Area Boundary.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by redesignating the lands, shown as Part 4 on Schedule 'A' - Waterford, attached hereto, from Urban Residential to Protected Industrial.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing the lands shown as Part 5 on Schedule 'A' - Waterford, attached hereto, from the Waterford Urban Area Boundary and by redesignating the lands from Agriculture to Protected Industrial.

That Schedule C, Natural Heritage, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 5 on Schedule 'A' - Waterford, attached hereto, to within the Waterford Urban Area.

That Schedule D, Water Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 5 on Schedule 'A' - Waterford, attached hereto, to within the Waterford Urban Area.

That Schedule E, Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 5 on Schedule 'A' - Waterford, attached hereto, to within the Waterford Urban Area.

That Schedule I, Active Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 5 on Schedule 'A' - Waterford, attached hereto, to within the Waterford Urban Area.

That Schedule J, Natural Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 5 on Schedule 'A' - Waterford, attached hereto, to within the Waterford Urban Area.

That Schedule C, Natural Heritage, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' - Waterford, attached hereto, from within the Waterford Urban Area Boundary.

That Schedule D, Water Resources, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' - Waterford, attached hereto, from within the Waterford Urban Area Boundary.

That Schedule E, Transportation, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' - Waterford, attached hereto, from within the Waterford Urban Area Boundary.

That Schedule I, Active Transportation, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' - Waterford, attached hereto, from within the Waterford Urban Area Boundary.

That Schedule J, Natural Resources, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' - Waterford, attached hereto, from within the Waterford Urban Area Boundary.

Simcoe

That Schedule A-1, Community Structure, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 7 on Schedule 'A' - Simcoe, attached hereto, to within the Simcoe Urban Area.

That Schedule A-1, Community Structure, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Simcoe, attached hereto, from within the Simcoe Urban Area Boundary.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 on Schedule 'A' - Simcoe, attached hereto, to within the Simcoe Urban Area Boundary with Special Policy Area 6.4.k)..

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' - Simcoe, attached hereto, from the Simcoe Urban Area Boundary.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by redesignating the lands, shown as Part 3 on Schedule 'A' - Simcoe, attached hereto, from Protected Industrial to Industrial.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing the lands shown as Part 6 on Schedule 'A' - Simcoe, attached hereto, from the Simcoe Urban Area Boundary and by redesignating the lands from Protected Industrial to Agriculture.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing the lands shown as Part 7 on Schedule 'A' - Simcoe, attached hereto, from the Simcoe Urban Area Boundary and by redesignating the lands from Agriculture to Major Institutional with Site Specific Policy Area 7.14.3.2.

That Schedule C, Natural Heritage, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 7 on Schedule 'A' - Simcoe, attached hereto, to within the Simcoe Urban Area.

That Schedule C, Natural Heritage, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Simcoe, attached hereto, from within the Simcoe Urban Area Boundary.

That Schedule D, Water Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 7 on Schedule 'A' - Simcoe, attached hereto, to within the Simcoe Urban Area.

That Schedule D, Water Resources, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Simcoe, attached hereto, from within the Simcoe Urban Area Boundary.

That Schedule E, Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 7 on Schedule 'A' - Simcoe, attached hereto, to within the Simcoe Urban Area.

That Schedule E, Transportation, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Simcoe, attached hereto, from within the Simcoe Urban Area Boundary.

That Schedule I, Active Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 7 on Schedule 'A' - Simcoe, attached hereto, to within the Simcoe Urban Area.

That Schedule I, Active Transportation, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Simcoe, attached hereto, from within the Simcoe Urban Area Boundary.

That Schedule J, Natural Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 7 on Schedule 'A' - Simcoe, attached hereto, to within the Simcoe Urban Area.

That Schedule J, Natural Resources, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Simcoe, attached hereto, from within the Simcoe Urban Area Boundary.

Port Dover

That Schedule A-1, Community Structure, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' – Port Dover, attached hereto, from within the Port Dover Urban Area Boundary.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' – Port Dover, attached hereto, from the Port Dover Urban Area Boundary.

That Schedule C, Natural Heritage, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 on Schedule 'A' – Port Dover, attached hereto, from within the Port Dover Urban Area Boundary.

That Schedule D, Water Resources, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 on Schedule 'A' – Port Dover, attached hereto, from within the Port Dover Urban Area Boundary.

That Schedule E, Transportation, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 on Schedule 'A' – Port Dover, attached hereto, from within the Port Dover Urban Area Boundary.

That Schedule I, Active Transportation, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 on Schedule 'A' – Port Dover, attached hereto, from within the Port Dover Urban Area Boundary.

That Schedule J, Natural Resources, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 on Schedule 'A' – Port Dover, attached hereto, from within the Port Dover Urban Area Boundary.

Norfolk North

That Schedule A-1, Community Structure, in the Norfolk County Official Plan is amended by adding the lands shown as Part 8 on Schedule 'A' – Norfolk North, attached hereto, from within the Norfolk North Hamlet Area Boundary.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by adding the lands shown as Part 8 on Schedule 'A' – Norfolk North, attached hereto, to within the Norfolk North Hamlet Area Boundary and by redesignating the lands from Agriculture to Protected Industrial.

That Schedule C, Natural Heritage, in the Norfolk County Official Plan is amended by adding the lands shown as Part 8 on Schedule 'A' – Norfolk North, attached hereto, from within the Norfolk North Hamlet Area Boundary.

That Schedule D, Water Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Part 8 on Schedule 'A' – Norfolk North, attached hereto, from within the Norfolk North Hamlet Area Boundary.

That Schedule E, Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Part 8 on Schedule 'A' – Norfolk North, attached hereto, from within the Norfolk North Hamlet Area Boundary.

That Schedule I, Active Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Part 8 on Schedule 'A' – Norfolk North, attached hereto, from within the Norfolk North Hamlet Area Boundary.

That Schedule J, Natural Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Part 8 on Schedule 'A' – Norfolk North, attached hereto, from within the Norfolk North Hamlet Area Boundary.

Text Amendment

1. That the following text be deleted from Section 1.1 Purpose of the Official Plan:

The Norfolk County Official Plan is the principal land use planning tool used to manage growth and development within the County to the year 2036. The purpose of the Plan is to provide a policy framework to guide economic, environmental and social decisions that have implications for the use of land. The County Official Plan is also expected to provide a guide to senior levels of government and other public agencies in the preparation of plans having an impact on Norfolk County. Private interests shall also be guided by the land use and development policies of this Plan.

The purpose of the Official Plan is to:

- a) Provide an overall policy framework to guide and manage the maintenance, rehabilitation, growth and development of Norfolk County to ensure a sustainable living environment that meets the needs of the community over a 20-year planning horizon. It is recognized, however, that there are certain very long-term planning goals set out in this Plan that may take longer than 20 years to achieve.
- b) Promote the orderly growth and economic development of Norfolk County through the logical, efficient and cost-effective distribution of land uses that will safeguard the health, convenience and economic well-being of residents, businesses and visitors.
- c) Reduce uncertainty in the public and private sectors regarding future development by establishing clear development principles and policies, and land use designations.
- d) Provide guidance to Council in determining the appropriate future actions relating to physical change, development and improvement within the County.
- e) Recognize the financial position of the County and promote a satisfactory, long-term balance in assessment and, to the extent possible, ensure the financial sustainability of the County.

- f) Establish goals, objectives and policies to: reconcile existing conditions; maintain the ability of the County to provide appropriate services; and respond to local aspirations in consideration of variables such as population and economic change.
- g) Define the measures and means of implementing, monitoring, reviewing and updating the policies and schedules of this Plan, including such matters as amendments to this Plan, secondary plans, community improvement plans, the Zoning By-law, plans of subdivision and condominium, consents to sever land, site plan control, infrastructure and servicing.
- h) In conjunction with adjacent municipalities and other authorities, assist in coordinating and integrating planning activities with cross-jurisdictional implications, such as ecosystem, shoreline and watershed planning; natural heritage planning; management of resources; transportation and infrastructure planning; regional economic development; cultural heritage planning, air and water quality monitoring; and waste management.

And by substituting in its stead the following:

The Norfolk County Official Plan is the principal land use planning tool used to manage growth and development within the County to the year 2048. The purpose of the Plan is to provide a policy framework to guide economic, environmental and social decisions that have implications for the use of land. The County Official Plan is also expected to provide a guide to senior levels of government and other public agencies in the preparation of plans having an impact on Norfolk County. Private interests shall also be guided by the land use and development policies of this Plan.

The purpose of the Official Plan is to:

- a) Provide an overall policy framework to guide and manage the maintenance, rehabilitation, growth and development of Norfolk County to ensure a sustainable living environment that meets the needs of the community over a 25-year planning horizon. It is recognized, however, that there are certain very long-term planning goals set out in this Plan that may take longer than 25 years to achieve.
- b) Promote the orderly growth and economic development of Norfolk County through the logical, efficient and cost-effective distribution of land uses

that will safeguard the health, convenience and economic well-being of residents, businesses and visitors.

- c) Reduce uncertainty in the public and private sectors regarding future development by establishing clear development principles and policies, and land use designations.
 - d) Provide guidance to Council in determining the appropriate future actions relating to physical change, development and improvement within the County.
 - e) Recognize the financial position of the County and promote a satisfactory, long-term balance in assessment and, to the extent possible, ensure the financial sustainability of the County.
 - f) Establish goals, objectives and policies to: reconcile existing conditions; maintain the ability of the County to provide appropriate services; and respond to local aspirations in consideration of variables such as population and economic change.
 - g) Define the measures and means of implementing, monitoring, reviewing and updating the policies and schedules of this Plan, including such matters as amendments to this Plan, secondary plans, community improvement plans, the Zoning By-law, plans of subdivision and condominium, consents to sever land, site plan control, infrastructure and servicing.
 - h) In conjunction with adjacent municipalities and other authorities, assist in coordinating and integrating planning activities with cross-jurisdictional implications, such as ecosystem, shoreline and watershed planning; natural heritage planning; management of resources; transportation and infrastructure planning; regional economic development; cultural heritage planning, air and water quality monitoring; and waste management.
2. That the following text be deleted from Section 1.2 Context of the Official Plan:
- a) Norfolk County (the County) was established on January 1, 2001, and consists of the western portion of the former Regional Municipality of Haldimand-Norfolk. The creation of Norfolk County brought together the Townships of Norfolk and Delhi, the Town of Simcoe, and the westerly portion of the City of Nanticoke. Norfolk County forms part of the southern coast of

Ontario on Lake Erie, and abuts the Six Nations of the Grand River Territory and Haldimand County to the east, Brant and Oxford Counties to the north and Elgin County to the west.

- b) In 2002, Norfolk County began a process to prepare a new Official Plan. The new Official Plan consolidated and replaced the five official plans in effect at the time of the amalgamation of the County, but also incorporated the results of a comprehensive visioning and strategic planning exercise to address issues and challenges facing the County. The Plan was approved by Council on May 9, 2006 (By-law 6-OP-2006) and approved by the Ministry of Municipal Affairs and Housing, with modifications, on December 28, 2008. Section 11, the Lakeshore Special Policy Area Secondary Plan was adopted by Council in 2009 as part of the Official Plan. The Plan has also been amended by Council in response to applications submitted by property owners, to deal with specific planning issues and in response to legislative updates.
- c) In January 2015, Norfolk County began the process of reviewing the Official Plan, in accordance with Section 26 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended. Following an extensive public consultation program as well as the statutory public meeting mandated by the *Planning Act*, review by provincial ministries and agencies, the Plan has been updated to address current community challenges and issues.

And by substituting in its stead the following:

- a. Norfolk County (the County) was established on January 1, 2001, and consists of the western portion of the former Regional Municipality of Haldimand-Norfolk. The creation of Norfolk County brought together the Townships of Norfolk and Delhi, the Town of Simcoe, and the westerly portion of the City of Nanticoke. Norfolk County forms part of the southern coast of Ontario on Lake Erie, and abuts the Six Nations of the Grand River Territory and Haldimand County to the east, Brant and Oxford Counties to the north and Elgin County to the west.
- b. In 2002, Norfolk County began a process to prepare a new Official Plan. The new Official Plan consolidated and replaced the five official plans in effect at the time of the amalgamation of the County, but also incorporated the results of a comprehensive visioning and strategic planning exercise to address issues and challenges facing the County. The Plan was

approved by Council on May 9, 2006 (By-law 6-OP-2006) and approved by the Ministry of Municipal Affairs and Housing, with modifications, on December 28, 2008. Section 11, the Lakeshore Special Policy Area Secondary Plan was adopted by Council in 2009 as part of the Official Plan. The Plan was also amended by Council in response to applications submitted by property owners, to deal with specific planning issues and in response to legislative updates.

- c. Beginning in 2015, the Official Plan underwent review, in accordance with Section 26 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended. This was adopted and approved in 2018. Further to this update, a municipal comprehensive review was initiated in 2021, in accordance with Section 26 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended. This comprehensive review was paired with a broader growth management study entitled "GROW Norfolk" which completed in 2023. Following an extensive public consultation program as well as the special council meeting mandated by the *Planning Act*, the Plan has been updated to address the needs of Norfolk County both present and future, based on this extensive body of work. This is intended to further provided a base for the 10-year update expected in 2028.
3. That the following text be deleted from Section 1.3 Basis for the Official Plan:

The basis for the Official Plan is outlined as follows:

- a) This Plan is based on sustainability principles, which rose out of visioning and strategic planning sessions. The principles of sustainability applied to this Plan ensure an interconnected and balanced approach to public policy, focussing on efforts to ensure continued economic vitality, maintain healthy communities and enhance the County's natural heritage and the relationship of these matters to growth management and land use planning. The goals, objectives, and policies of the Plan, while divided into distinct sections, represent a balanced approach to planning, designed to promote the vital link between community, economy and environment.
- b) This Plan is based on background information and analysis relating to growth management including transportation, housing, community facilities and servicing; land use; agriculture; economic development; commercial and industrial activities; cultural heritage and the natural

environment. This information was developed and presented at a visioning workshop which led to the preparation of background reports including the County's vision document entitled *Norfolk County in 2026 – A Scenario*, leading to Council's adoption of the Official Plan in 2006. A Five-Year Review of the Official Plan was completed in 2017. In support of the Five-Year Review, background reports were prepared on population and employment growth, agricultural land, commercial and industrial activities, residential land needs, the County's strategic planning documents, and a review of the Provincial Policy Statement.

- c) This Plan, as originally approved by County Council, was based on the results of a comprehensive visioning, strategic planning and community engagement program involving Norfolk County community members throughout the process. Community Engagement was an integral component of the Five-Year Official Plan Work Program. The engagement opportunities included stakeholder interviews, workshops, surveys, newsletters, social media, website updates, sharing of information, calls for submissions and formal public meetings as required under the *Planning Act*.
- d) This Plan is based on a 20-year planning period to the year 2036. However, in accordance with the requirements of the *Planning Act*, the County will review the Plan at a minimum of 5-year intervals to determine if amendments are required.
- e) As the basis for development and growth policies, County Council has endorsed population and employment forecast of approximately 70,900 residents and 24,900 jobs for 2036, based on the Population Projection Study, 2014. The population and employment forecasts will be reviewed on a regular basis so that the County can respond to changing circumstances and conditions. A conservative approach has been used to assess the financial implications of expected population and employment changes so that the County's financial policies are appropriate and to ensure financial sustainability.
- f) The Plan provides a policy framework to manage the growth and development of the County to ensure a sustainable living environment that meets the needs of the community over a 20-year planning timeframe. It is recognized, in the policies of this Plan, however, that some planning activities require a much longer view than the 25-year horizon permitted

by Provincial policy. The Plan promotes the logical, efficient and cost effective distribution of land uses and services to safeguard the health, convenience and economic well-being of residents, businesses and visitors.

- g) Lands designated for development, but currently vacant in the existing Urban Areas and Hamlet Areas, as identified on Schedule “A”, Community Structure of this Plan, represent a logical location for new development within the County and is adequate to meet the anticipated demand for future development over the planning period to 2048. The need for additional land to be designated for urban development will be evaluated through a comprehensive review.
- h) This Plan encourages orderly development, redevelopment, infill and intensification and discourages the undue extension of municipal services and expansion of urban boundaries.
- i) This Plan promotes the maintenance, improvement and conservation of the built heritage and cultural heritage landscapes heritage of the Downtown Areas and main streets of Simcoe, Port Dover, Delhi, Waterford and Port Rowan as the predominant social, cultural and community foci of the County. This Plan further promotes these areas as unique mixed commercial, office, residential areas that act as commercial, cultural, recreational and entertainment focal points in the County.
- j) This Plan supports minor infilling within the Hamlet Areas, subject to servicing and environmental appropriateness to maintain and enhance these communities as support centres for rural and agricultural activities.
- k) This Plan promotes and protects the agricultural character and economy of the County by providing for the continued viability of agricultural areas, the agricultural industry, and agricultural communities. This Plan supports agricultural practices and provides opportunities for farmers to supplement their incomes through diverse on-farm activities that are secondary to farm operations. This will be accomplished in part through the minimization of land use conflicts and the prevention of non-agricultural urban uses outside of the Urban Areas. Furthermore, the Plan seeks to minimize the expansion of urban uses, and the establishment of non-agricultural uses in prime agricultural areas.

- l) This Plan provides the basis for the development of secondary plans to address growth and development issues unique to specific areas of the County, such as the lakeshore area and the Urban Areas.
- m) Land subject to environmental hazards and/or physical limitations such as poor drainage, organic soils, flood susceptibility, erosion, and steep slopes are protected in order to preserve and conserve the interconnected features of the natural environment and to avoid the potential for loss of life and economic investment.
- n) This Plan is based on ensuring the protection, enhancement, diversification and connectivity of Norfolk's Natural Heritage Features, natural heritage functions, and species habitat, as well as the protection of water quality and quantity.
- o) This Plan protects Norfolk's cultural heritage through policies designed to maintain and enhance the County's cultural heritage resources including cultural heritage landscapes, scenic views and rural and small-town character.
- p) The policies of this Plan have been developed within the context of the Provincial Policy Statement, and relevant Provincial legislation and guidelines.

And by substituting in its stead the following:

The basis for the Official Plan is outlined as follows:

- a) This Plan is based on sustainability principles, which rose out of visioning and strategic planning sessions. The principles of sustainability applied to this Plan ensure an interconnected and balanced approach to public policy, focusing on efforts to ensure continued economic vitality, maintain healthy communities and enhance the County's natural heritage and the relationship of these matters to growth management and land use planning. The goals, objectives, and policies of the Plan, while divided into distinct sections, represent a balanced approach to planning, designed to promote the vital link between community, economy and environment.
- b) This Plan is based on background information and analysis relating to growth management including transportation, housing, community facilities and servicing; land use; agriculture; economic development; commercial and

industrial activities; cultural heritage and the natural environment. This information was developed and presented at a visioning workshop which led to the preparation of background reports including the County's vision document entitled *Norfolk County in 2026 – A Scenario*, leading to Council's adoption of the Official Plan in 2006. A Five-Year Review of the Official Plan was completed in 2017. In support of the Five-Year Review, background reports were prepared on population and employment growth, agricultural land, commercial and industrial activities, residential land needs, the County's strategic planning documents, and a review of the Provincial Policy Statement.

- c) This Plan, as originally approved by County Council, was based on the results of a comprehensive visioning, strategic planning and community engagement program involving Norfolk County community members throughout the process. Community Engagement was an integral component of the Five-Year Official Plan Work Program. The engagement opportunities included stakeholder interviews, workshops, surveys, newsletters, social media, website updates, sharing of information, calls for submissions and formal public meetings as required under the *Planning Act*.
- d) This Plan is based on a 25-year planning period to the year 2048. However, in accordance with the requirements of the *Planning Act*, the County will review the Plan at a minimum of 5-year intervals to determine if amendments are required.
- e) As the basis for development and growth policies, County Council has endorsed population and employment forecast of approximately 92,700 residents and 34,100 jobs, based on the Comprehensive Review, 2021-2024. The population and employment forecasts will be reviewed on a regular basis so that the County can respond to changing circumstances and conditions.
- f) The Plan provides a policy framework to manage the growth and development of the County to ensure a sustainable living environment that meets the needs of the community over a 25-year planning timeframe. It is recognized, in the policies of this Plan, however, that some planning activities require a much longer view than the 25-year horizon permitted by Provincial policy. The Plan promotes the logical, efficient and cost effective distribution of land uses and services to safeguard the health, convenience and economic well-being of residents, businesses and visitors.

- g) Lands designated for development, but currently vacant in the existing Urban Areas and Hamlet Areas, as identified on Schedule "A", Community Structure of this Plan, represent a logical location for new development within the County and is adequate to meet the anticipated demand for future development over the planning period to 2048. The need for additional land to be designated for urban development will be evaluated through a comprehensive review.
- h) This Plan encourages orderly development, redevelopment, infill and intensification and discourages the undue extension of municipal services and expansion of urban boundaries.
- i) This Plan promotes the maintenance, improvement and conservation of the built heritage and cultural heritage landscapes heritage of the Downtown Areas and main streets of Simcoe, Port Dover, Delhi, Waterford and Port Rowan as the predominant social, cultural and community foci of the County. This Plan further promotes these areas as unique mixed commercial, office, residential areas that act as commercial, cultural, recreational and entertainment focal points in the County.
- j) This Plan supports minor infilling within the Hamlet Areas, subject to servicing and environmental appropriateness to maintain and enhance these communities as support centres for rural and agricultural activities.
- k) This Plan promotes and protects the agricultural character and economy of the County by providing for the continued viability of agricultural areas, the agricultural industry, and agricultural communities. This Plan supports agricultural practices and provides opportunities for farmers to supplement their incomes through diverse on-farm activities that are secondary to farm operations. This will be accomplished in part through the minimization of land use conflicts and the prevention of non-agricultural urban uses outside of the Urban Areas. Furthermore, the Plan seeks to minimize the expansion of urban uses, and the establishment of non-agricultural uses in prime agricultural areas.
- l) This Plan provides the basis for the development of secondary plans to address growth and development issues unique to specific areas of the County, such as the lakeshore area and the Urban Areas.

- m) Land subject to environmental hazards and/or physical limitations such as poor drainage, organic soils, flood susceptibility, erosion, and steep slopes are protected in order to preserve and conserve the interconnected features of the natural environment and to avoid the potential for loss of life and economic investment.
 - n) This Plan is based on ensuring the protection, enhancement, diversification and connectivity of Norfolk's Natural Heritage Features, natural heritage functions, and species habitat, as well as the protection of water quality and quantity.
 - o) This Plan protects Norfolk's cultural heritage through policies designed to maintain and enhance the County's cultural heritage resources including cultural heritage landscapes, scenic views and rural and small-town character.
 - p) The policies of this Plan have been developed within the context of the Provincial Policy Statement, and relevant Provincial legislation and guidelines.
4. That the following text be deleted from Section 6.2 Targeting Growth:

Norfolk County's population has historically increased at a very moderate rate. The population, household and employment forecasts in this Plan are based on achieving the County's proactive economic development and tourism objectives.

Projections of population and employment growth are based on assumptions relating to historic population and demographic patterns, fertility and mortality rates, migration trends, housing-related demographic trends and employment levels. County-wide population, household and employment forecasts to 2036 are provided in Table 3.

Changes in the economy or federal immigration policies can have a significant impact on the population and employment forecasts. The policies of the Plan recognize that the forecasts are partially dependent on factors outside of the County's control. Consequently, the County's planning and growth management activities will ensure flexibility to accommodate growth, but will avoid inefficient and costly development patterns.

Table 3: Population, Household and Employment Forecasts to 2036

| | |
|------------|--------|
| | 2036 |
| Population | 70,900 |
| Households | 29,450 |
| Employment | 24,750 |

And by substituting in its stead the following:

Norfolk County’s population has historically increased at a very moderate rate. The population, household and employment forecasts in this Plan are based on achieving the County’s proactive economic development and tourism objectives.

Projections of population and employment growth are based on assumptions relating to historic population and demographic patterns, fertility and mortality rates, migration trends, housing-related demographic trends and employment levels. County-wide population, household and employment forecasts to 2051 are provided in Table 3.

Changes in the economy or federal immigration policies can have a significant impact on the population and employment forecasts. The policies of the Plan recognize that the forecasts are partially dependent on factors outside of the County’s control. Consequently, the County’s planning and growth management activities will ensure flexibility to accommodate growth, but will avoid inefficient and costly development patterns.

Table 3: Population, Household and Employment Forecasts to 2051

| | |
|------------|--------|
| | 2051 |
| Population | 92,700 |
| Households | 38,625 |
| Employment | 34,100 |

5. That the following text be deleted from Section 6.3 d) Basis for the Official Plan:

Population, household and employment forecasts to 2036 for each of the six urban areas and for the combined hamlet and rural areas of the County are provided in Table 5. The forecast growth to 2036, as allocated in Table 5, can be accommodated within each of the urban areas and the combined hamlet and rural areas.

And by substituting in its stead the following:

Population, household and employment forecasts to 2051 for each of the six urban areas and for the combined hamlet and rural areas of the County are provided in Table 5. The forecast growth to 2051, as allocated in Table 5, can be accommodated within each of the urban areas and the combined hamlet and rural areas.

6. That the following text be deleted from Table 5:

Table 5: Population, Households and Employment Forecasts by Settlement Areas, 2036

| | 2036 Forecasts | | |
|-------------------------|-----------------------|-------------------|-------------------|
| Settlement Area | Population | Households | Employment |
| Courtland | 1,080 | 430 | 515 |
| Delhi | 5,345 | 2,290 | 2,690 |
| Port Dover | 9,380 | 4,320 | 2,500 |
| Port Rowan | 1,905 | 900 | 290 |
| Simcoe | 17,210 | 7,600 | 10,290 |
| Waterford | 4,850 | 2,000 | 1,225 |
| Hamlets and Rural Areas | 31,160 | 11,850 | 7,240 |
| Norfolk County | 70,930 | 29,390 | 24,750 |

And by substituting in its stead the following:

Applicant Norfolk County
File Number OPNPL2021354
Report Number CD-24-071

Table 5: Population, Households and Employment Forecasts by Settlement Areas, 2051

| Settlement Area | Population | Households | Employment |
|-------------------------|-------------------|-------------------|-------------------|
| Courtland | 3,708 | 1,545 | 1,705 |
| Delhi | 19,467 | 8,111 | 7,161 |
| Port Dover | 10,197 | 4,249 | 1,705 |
| Port Rowan | 3,708 | 1,545 | 1,364 |
| Simcoe | 34,299 | 14,291 | 11,594 |
| Waterford | 14,832 | 6,180 | 5,115 |
| Hamlets and Rural Areas | 6,489 | 2,704 | 5,115 |
| Norfolk County | 92,700 | 38,625 | 34,100 |

7. That the following be added to Section 6.4:

k) Urban Area Boundary Expansion Special Policy Area

- i) To manage growth forecasted over the long-term planning horizon and to guide development and land needs into the future, the County will ensure development growth is staged appropriately and occurs in an orderly manner.
- ii) Further amendments to Schedule B: Land Use and other schedules and policies of this plan shall be facilitated through the completion of a County-led Community Plan and Master Servicing Strategy for each urban area subject to this Special Policy Area
- iii) Notwithstanding Section 6.4 k) ii) and Section 9.5.1, the County may consider a private site specific amendment for a specific site or area within an urban area, provided that the proponent conduct studies and develop plans, which would include but are not limited to demonstration that:
 - (1) the land use mix, densities of development and compatibility between different uses, conforms to the policies of this Plan;
 - (2) adequate municipal water and wastewater services can be extended

and upgraded to accommodate the proposed development with the costs to be borne by the developer to the satisfaction of the County;

- (3) there is sufficient reserve capacity in the water treatment and wastewater treatment services to accommodate the identified growth or that such capacity will be available to the lands within five years;
- (4) the stormwater management strategy meets the standards of the County (and the Conservation Authority, as applicable);
- (5) the proposed transportation system, including active transportation routes, meets the standards of the County and can be integrated into the existing transportation network;
- (6) an environmental analysis has been completed and any significant environmental features and appropriate buffer areas to protect those features have been identified;
- (7) a cultural heritage and archaeological assessment has been carried out in consultation with Provincial ministries and local Indigenous communities, and measures to conserve significant cultural heritage and archaeological resources and to mitigate the impact of development on these resources have been identified;
- (8) an Environmental Assessment, where required, has been completed which identifies, evaluates, and chooses optimal means of providing the necessary infrastructure;
- (9) the location of facilities supportive of the proposed development, including open space and parks, schools, places of worship, and commercial facilities are integrated into the proposed development in conformity to the policies of this Plan;
- (10) an agricultural impact analysis has been completed which conforms to the policies of this plan and is completed to the satisfaction of the County; and
- (11) any new development or redevelopment on lands adjacent to existing neighbourhoods shall consider the existing and planned uses of those neighbourhoods, compatibility, connectivity, and services as part of an appropriate mix of uses for Healthy and Complete Communities.

8. That the following site specific policy area be added to Section 7.14 Major Institutional Designation:

7.14.3.2 Simcoe – West Street/Evergreen Hill Institutional Site Specific Policy Area

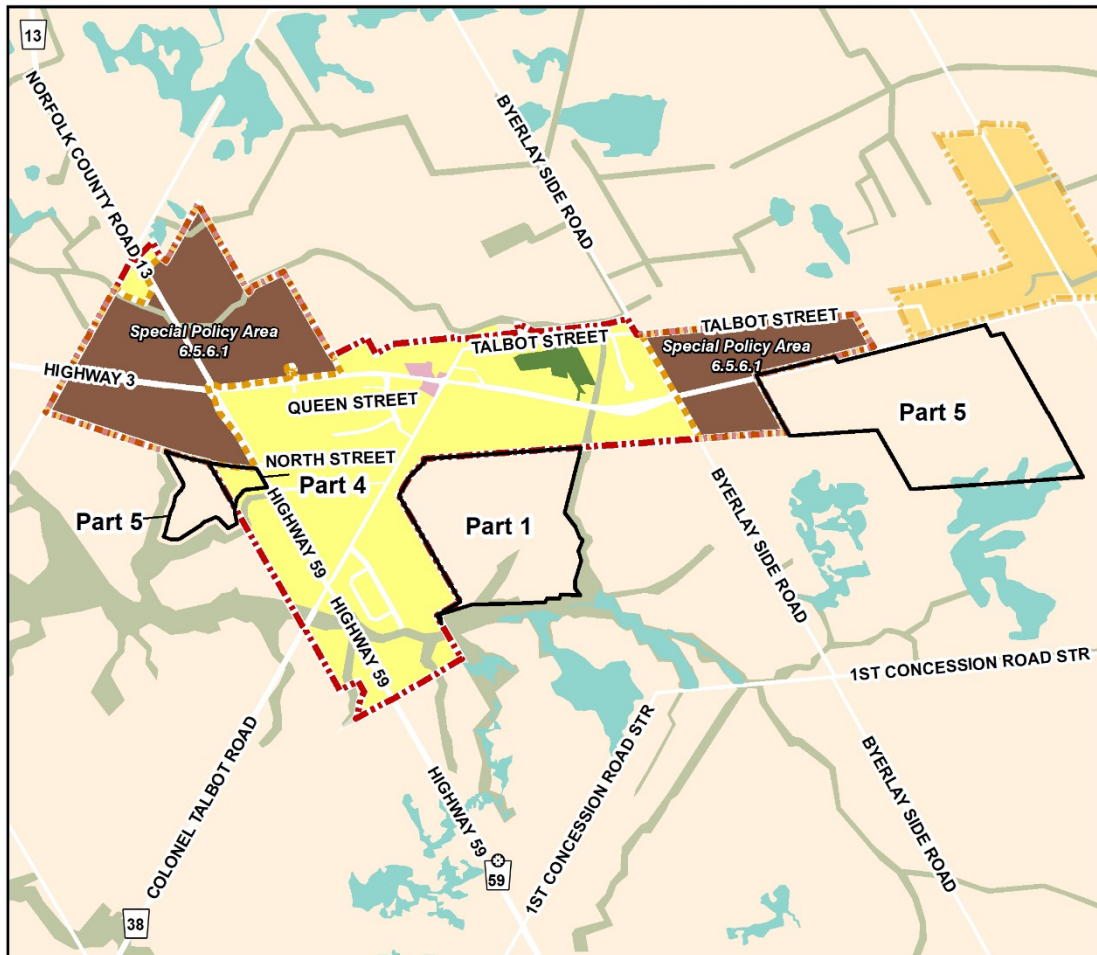
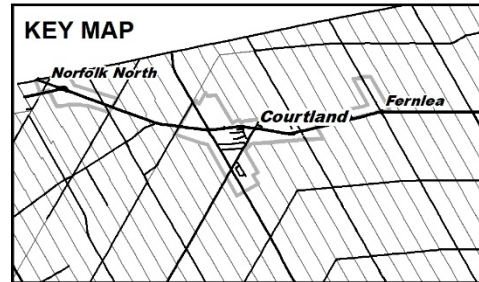
Notwithstanding Sections 7.14.1 and 7.14.2, the following shall be the policy of the County in relation to the Simcoe – West Street/Evergreen Hill Institutional Site Specific Policy Area:

- a) On land designated Major Institutional - Site Specific Policy Area 7.14.3.2 on Schedule "B" to this Plan, in addition to the permitted uses of the Major Institutional Designation, residential use
- b) Residential dwellings, where they are intended to provide accommodation for persons associated with institutional uses, shall be a permitted use.
- c) Notwithstanding the Major Institutional Designation on the lands and the above noted additional uses, development within this area will only be permitted following the completion of a Master Plan. The Master Plan will be considered complete upon approval of Council of the plan.
- d) Prior to the preparation of the Master Plan the County, in consultation with other agencies, shall approve detailed Terms of Reference which Terms shall identify the required studies and plans required, and the scope thereof, as well as public and agency notice, consultation, review and approval requirements and anticipated timelines for approval of the Master Plan.
- e) No applications proposing development (other than land assembly consents) shall be approved unless the Master Plan has been completed and approved by County Council. Council may however allow the concurrent processing of land development applications during the Master Plan review and approval process.
- f) The Master Plan should:
 - i) Illustrate the detailed land uses including the location, type, area, and approximate dimensions of each land use.
 - ii) Identify the location, distribution and land areas required for community facilities, parks, trails and open spaces.
 - iii) Be accompanied and supported by appropriate studies and reports as identified by the Terms of Reference.
- g) Council may approve the Master Plan by resolution and while it does not need to be included as an amendment to the County Official Plan it shall be used as a general guide to the overall development of this Special Policy Area and can be further refined and amended by Council, as necessary.

Part C: Additional Information

This document will be implemented by Norfolk County enacting an appropriate amendment to the Norfolk County Zoning By-Law 1-Z-2014.

SCHEDULE A
Amendment No.
 to the
OFFICIAL PLAN
 for
NORFOLK COUNTY
 in the Urban Area of
Courtland



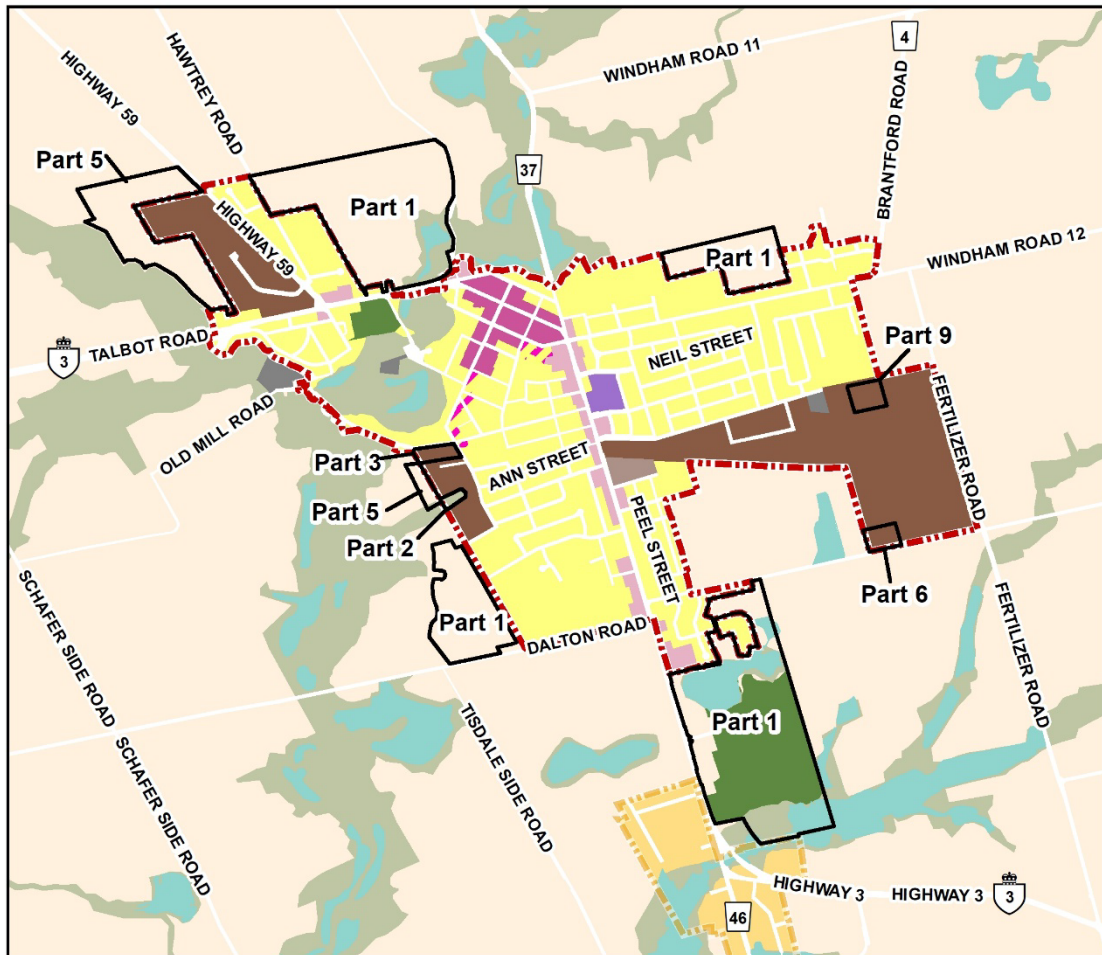
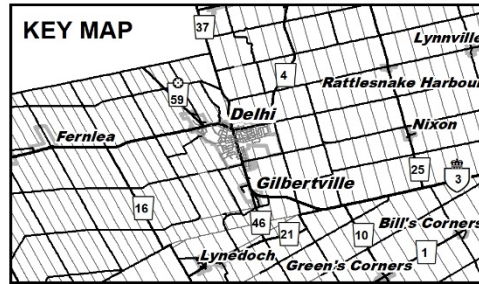
LEGEND

| | | | | |
|-------------------|----------------------------|----------------------------------|--|----------------------|
| Subject Lands | Official Plan Designations | | | |
| | | Agricultural | | Protected Industrial |
| | | Hazard Lands | | Parks & Open Space |
| | | Provincially Significant Wetland | | Urban Area Boundary |
| | | Hamlet | | Hamlet Area Boundary |
| | | Urban Residential | | Special Policy Area |
| | | Commercial | | |

250 125 0 250 500 750 1,000 Meters

N
1:30,000

SCHEDULE A
Amendment No.
 to the
OFFICIAL PLAN
 for
NORFOLK COUNTY
 in the Urban Area of
Delhi



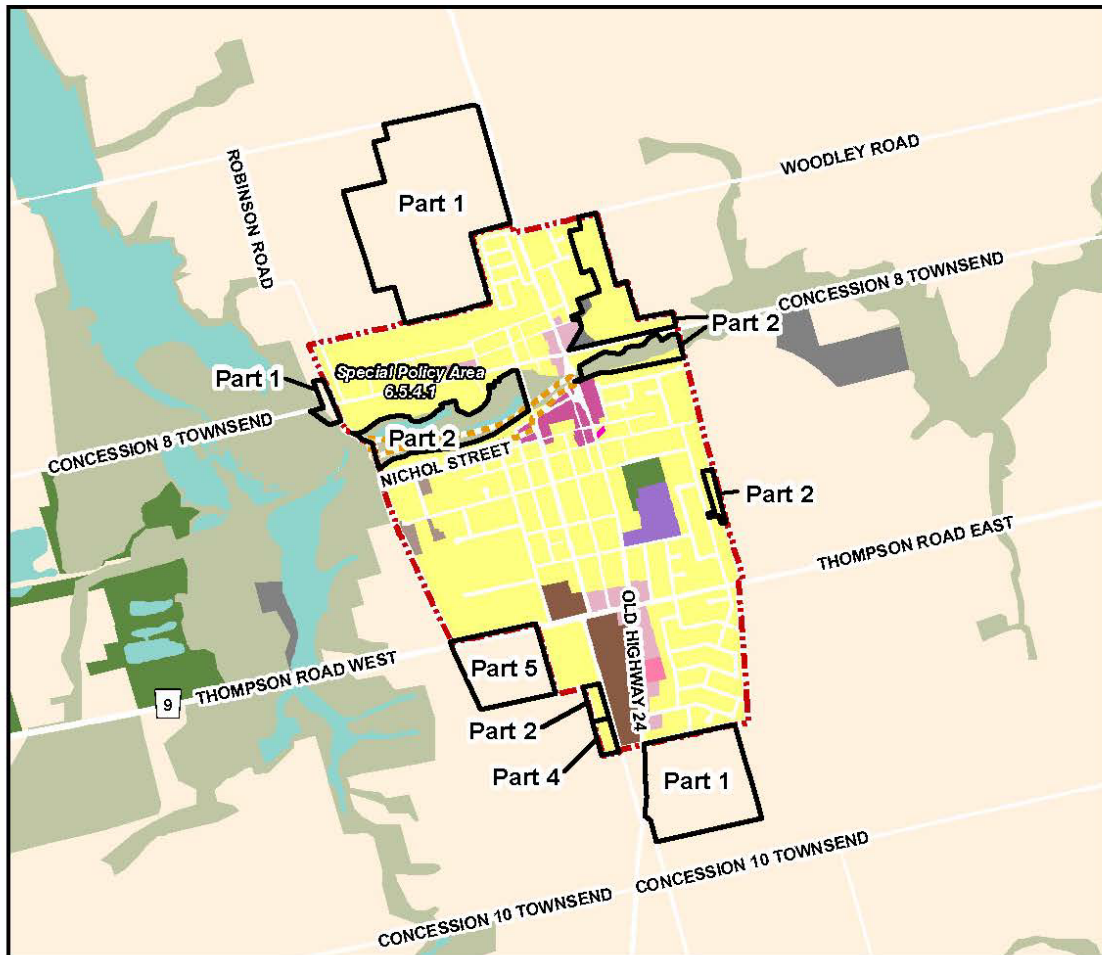
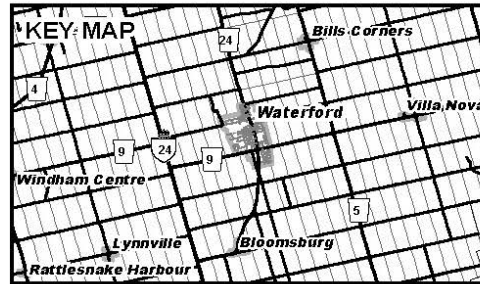
LEGEND

| | | | |
|----------------------------------|----------------------|------------------------------|-----------------------------|
| Subject Lands | Agricultural | Mixed Residential/Commercial | Major Public Infrastructure |
| Hazard Lands | Downtown | Major Institutional | Parks & Open Space |
| Provincially Significant Wetland | Commercial | Urban Area Boundary | Hamlet Area Boundary |
| Hamlet | Protected Industrial | | |
| Urban Residential | Industrial | | |

250 125 0 250 500 750 1,000 Meters

1:30,000

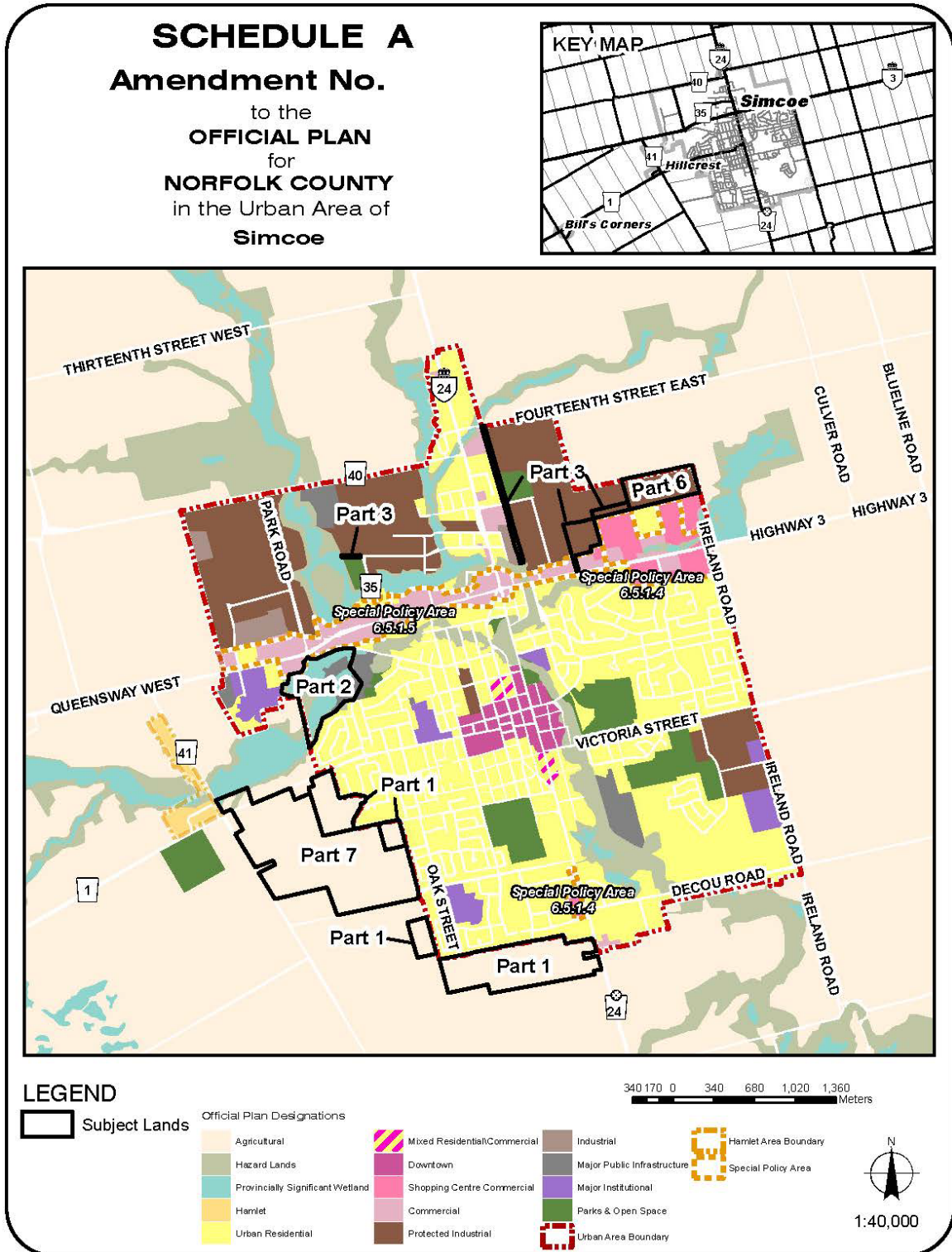
SCHEDULE A
Amendment No.
 to the
OFFICIAL PLAN
 for
NORFOLK COUNTY
 in the Urban Area of
Waterford



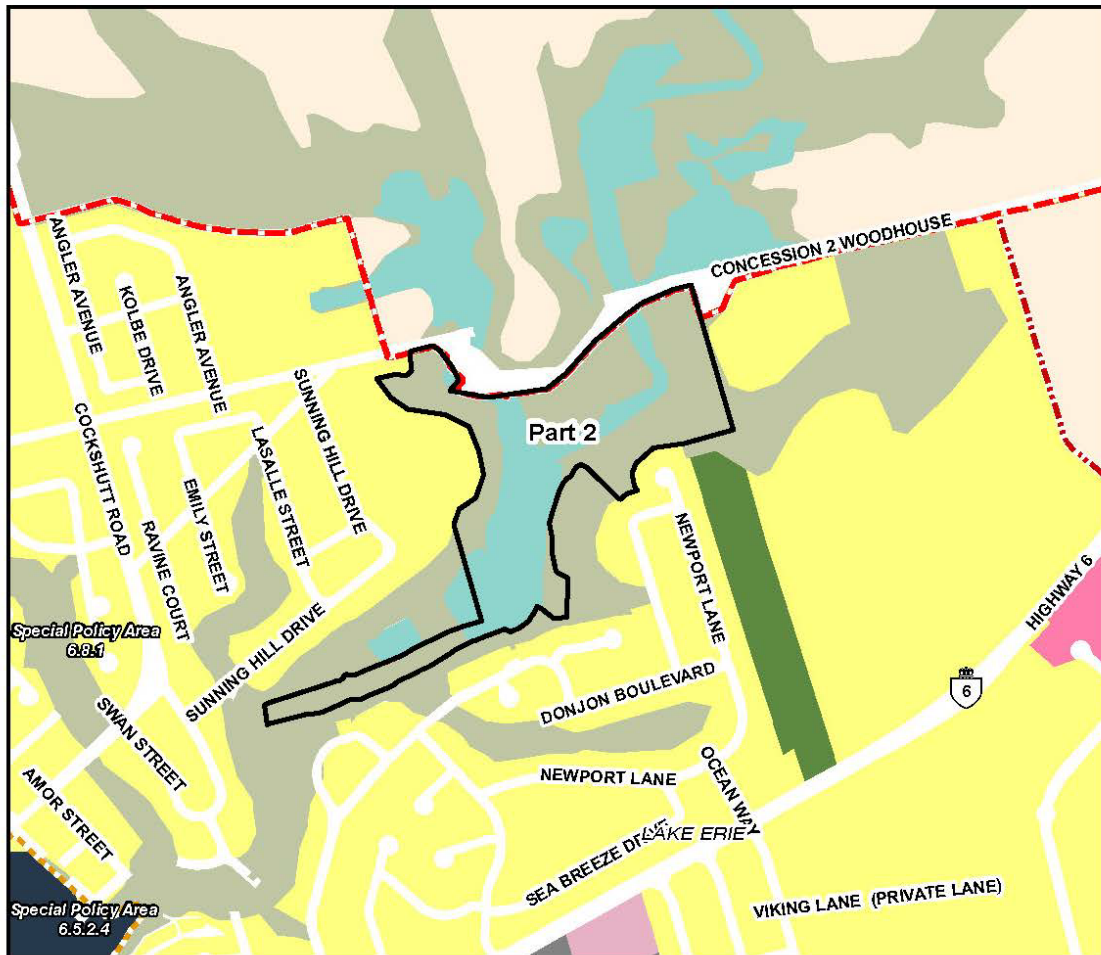
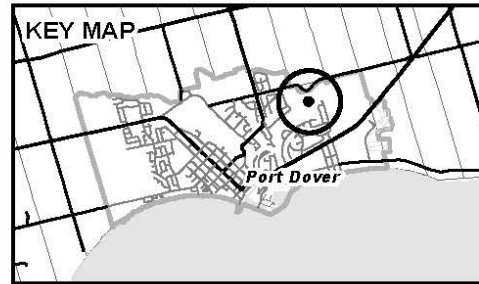
LEGEND

| | | | |
|---------------|---|--|--|
| Subject Lands | Official Plan Designations | | |
| | Agricultural Hazard Lands Provincially Significant Wetland Urban Residential Mixed Residential/Commercial Downtown | Shopping Centre Commercial Commercial Protected Industrial Industrial Major Public Infrastructure Major Institutional | Parks & Open Space Urban Area Boundary Special Policy Area |

N
 1:30,000
 250 125 0 250 500 750 1,000 Meters



SCHEDULE A
Amendment No.
 to the
OFFICIAL PLAN
 for
NORFOLK COUNTY
 in the Urban Area of
Port Dover

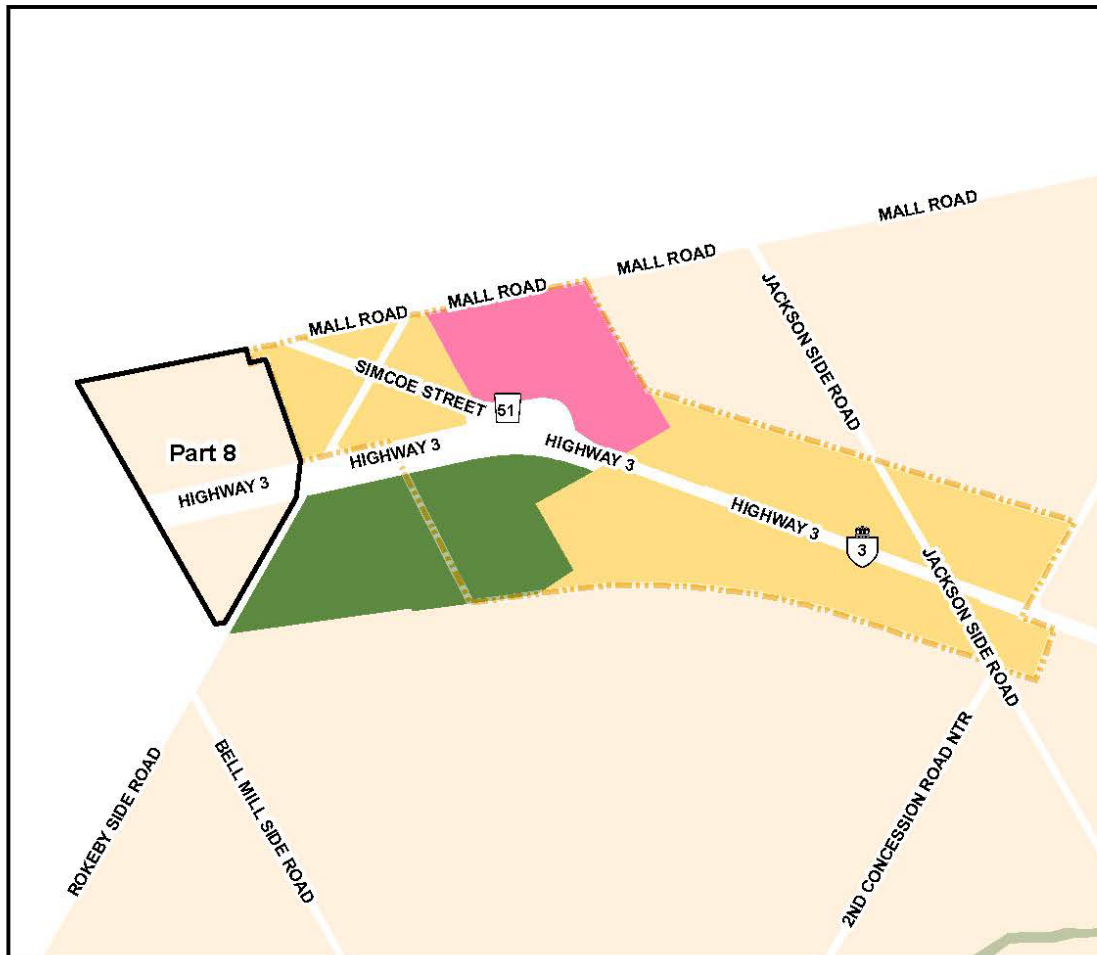
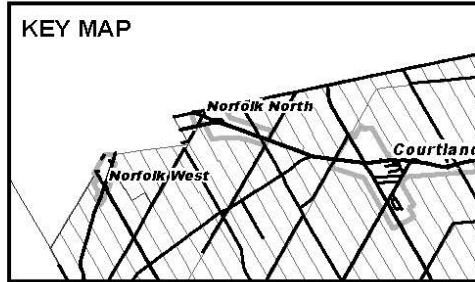


LEGEND

| | | | |
|---|----------------------------------|-----------------------------|------------------|
| Subject Lands Urban Area Boundary Special Policy Area | Official Plan Designations | | 1:11,500 |
| | Agricultural | Major Public Infrastructure | |
| | Hazard Lands | Parks & Open Space | |
| | Provincially Significant Wetland | Urban Waterfront | |
| | Urban Residential | Shopping Centre Commercial | |
| | Commercial | | |

Applicant Norfolk County
 File Number OPNPL2021354
 Report Number CD-24-071

SCHEDULE A
Amendment No.
 to the
OFFICIAL PLAN
 for
NORFOLK COUNTY
 in the Hamlet Area of
Norfolk North



LEGEND

| | | |
|---------------|----------------------|----------------------------|
| Subject Lands | Agricultural | Shopping Centre Commercial |
| Hazard Lands | Parks & Open Space | |
| Hamlet | Hamlet Area Boundary | |

12562.5 0 125 250 375 500 Meters



Attachment B – Technical Comments

GIS Department

Norfolk GIS has no requirements at this time.

Haldimand-Norfolk Health and Social Services

Haldimand-Norfolk Health and Social Services supports urban boundary changes that will contribute to mixed-use developments and complete neighborhoods.

Mixed-use land developments and complete neighborhoods can have a great impact on health and well-being. Complete neighbourhoods are more convenient, socially engaging, and encourage regular physical activity. Most importantly, complete neighbourhoods provide easy access to the daily life necessities for people of all ages, abilities and backgrounds.

Additionally, there is an acute need for purpose built rental units and affordable home ownership in Norfolk County. Housing Services is supportive of the establishment of new housing options in the community.

Enbridge

Enbridge Gas does not object to the proposed application(s) however, we reserve the right to amend or remove development conditions. This response does not signify an approval for the site/development.

Please always call before you dig, see web link for additional details:

<https://www.enbridgegas.com/safety/digging-safety-for-contractors>

Please continue to forward all municipal circulations and clearance letter requests electronically to MunicipalPlanning@Enbridge.com.

Environmental Services

Below, we have included a list of the applicable policies for each parcel (either prohibited, a RMP would be required or there is some sort of planning consideration that should be taken into account). Please let me know if this is what you are looking for. At this point I imagine this is sufficient but if you want us to provide the circumstances which would cause any of these activities to be significant please let me know and we can put that together for you. It is also worth noting that the SPP will be updated in the next couple of months so depending on how long this takes there may be some additional considerations/measures, but I will leave it as this for now. If you have any questions, please let me know.

ID54 and ID2 are located within WHPA-B (10) and WHPA-C (8) and ICA nitrate.

Prohibited activities:

- Establishment of a waste disposal site within the meaning of Part V of the EPA which requires an ECA (NC-MC-2.3)
- Establishment of onsite sewage system design flow greater than 10,000L (NC-MC-3.4)
- Sewage plant discharges (NC-MC-3.6)
- Application of NASM (NC-MC-5.1)

- Handling and storage of NASM (NC-MC-5.4)
- Handling and Storage of fertilizer (currently greater than 2500kg) (NC-CW-7.2)
- Storage of pesticides (NC-CW-9.2)
- Storage of snow (NC-CW-11.1)
- Handling and storage of DNAPLS (any quantity) (NC-CW-13.2)
- Handling and storage of organic solvents (NC-CW-14.2)

RMP:

- Establishment of a waste disposal site within the meaning of Part V of the EPA which does not requires an ECA (waste generators) (NC-CW-2.4)
- Application of ASM (NC-CW-4.1)
- Application of commercial fertilizer (NC-CW-6.1)
- Application of pesticides (NC-CW-8.1)
- Handling and storage of salt (currently greater than 5000tonnes) (NC-CW-10.1)
- Handling and storage of fuel (NC-CW-12.4)
- Livestock grazing (NC-CW-16.1)
- Outdoor confinement area (NC-CW-16.3)

Planning

- County may require location of any onsite sewage system (<10,000L) to be outside the boundary and may require tertiary treatment systems (NC-MC-3.2)
- A small portion of ID2 is located in a WHPA-Q1. However, all other development is located within close proximity to the WHPA-Q1. When planning for growth and approving development decisions should consider the long-term sustainability of the municipal drinking water system (is development consistent with integrated sustainable master plan, including the water allocation threshold) and discuss any necessary amendments to the PTTW with the MECP. As well, water allocation should not exceed 80% of the water supply systems firm capacity (NC-MC-17.2 and NC-MC-17.4)

ID1 is located in a WHPA-B (8) and ICA nitrate

Prohibited activities:

- Establishment of a waste disposal site within the meaning of Part V of the EPA which requires an ECA (NC-MC-2.3)
- Sewage plant discharges (NC-MC-3.6)
- Establishment of onsite sewage system design flow greater than 10,000L (NC-MC-3.4)
- Sewage plant discharges (NC-MC-3.6)
- Handling and Storage of fertilizer (currently greater than 2500kg) (NC-CW-7.2)
- Storage of snow (NC-CW-11.1)

RMP:

- Establishment of a waste disposal site within the meaning of Part V of the EPA which does not require an ECA (waste generators) (NC-CW-2.4)
- Handling and storage of DNAPLS (any quantity) (NC-CW-13.3)

Planning

- County may require location of any onsite sewage system (<10,000L) to be outside the boundary and may require tertiary treatment systems (NC-MC-3.2)

ID37 is located in a WHPA-C (6) and WHPA-D (4) and ICA nitrate.

Prohibited activities:

- Establishment of a waste disposal site within the meaning of Part V of the EPA which requires an ECA (NC-MC-2.3)
- Establishment of onsite sewage system design flow greater than 10,000L (NC-MC-3.4)
- Sewage plant discharges (NC-MC-3.6)
- Handling and Storage of fertilizer (currently greater than 2500kg) (NC-CW-7.2)
- Storage of snow (NC-CW-11.1)

RMP:

- Establishment of a waste disposal site within the meaning of Part V of the EPA which does not require an ECA (waste generators) (NC-CW-2.4)
-

Planning

- County may require location of any onsite sewage system (<10,000L) to be outside the boundary and may require tertiary treatment systems (NC-MC-3.2)

Canada Post

Please be advised that Canada Post does not have any comments on this document. We would need to be notified of any growth applications when the time comes but most areas will be serviced by Community mailboxes which would be commented on at the time of the application.

CN Rail

WSP has been retained and is acting on behalf of Canadian National Railway Company (CN). We are pleased to have this opportunity to provide comments on the Official Plan Review. Our comments focus on policies and/or infrastructure initiatives, as they are related to existing and/or future CN facilities, operations, and infrastructure.

About CN, Railway Noise and other Adverse Effects CN is a federally regulated railway company and is governed by various federal legislation, including the Canada Transportation Act (CTA) and the Railway Safety Act (RSA), among

others. The CTA requires federally regulated railway companies to only make such noise and vibration as is reasonable. The test of reasonableness under the CTA takes into consideration the railway company's operational requirements and its level of service obligations under the Act, as well as the area where the construction or operation takes place. The Canadian Transportation Agency (Agency) is the federal body that assesses the reasonableness of noise associated with the construction or operation of a federal railway company. In its

decisions, the Agency has concluded that municipalities have a responsibility to assess compatibility issues before approving housing developments in proximity to railway rights-of way. The CTA also commented that where a municipality approves the development, it has a responsibility to ensure that the necessary mitigation measures are implemented. One example of such a decision is Decision No. 69-R-2014, dated February 27, 2014.

It is important to understand that there is no specific decibel limit contained in federal guidelines related to the construction or operation of rail facilities. Those federal guidelines clearly state that, while the Agency may take provincial and municipal noise and vibration guidelines into account in its deliberations, the Agency is not bound by those guidelines. Rail Proximity Guidelines are available at the following: <https://www.proximityissues.ca/>

Preliminary Comments

We acknowledge that the current Official Plan of Norfolk County already includes guidelines under section 8.5 (Rail Lines) regarding developments adjacent to railways. We recommend that the following policies be included and/or added in the Norfolk County's new Official Plan (OP):

1. General Acknowledgement

Sensitive land uses shall not be encouraged adjacent to or in proximity to rail facilities. Development in proximity to rail facilities shall be developed in accordance with the Guidelines for New Development in Proximity to Railway Operations prepared by the Federation of Canadian Municipalities and the Railway Association of Canada (FCM/RAC Guidelines).

2. Include a definition for Rail Facilities and Sensitive Land Uses.

We request that the following definitions be included in the OP to improve understanding of railways and development coexistence issues from a planning perspective: Rail Facilities: means rail corridors, rail sidings, train stations, inter-modal facilities, rail yards and associated uses, including designated lands for future rail facilities.

Sensitive Land Uses: means buildings, amenity areas, or outdoor spaces where routine or normal activities occurring at reasonably expected times would experience one or more adverse effects from operational emissions generated by a nearby rail facility. Sensitive land uses may be a part of the natural or built environment. Examples may include but are not limited to residences, daycare centers, educational and health facilities, playgrounds, sporting venues, public parks and trails, recreational areas, places of worship, community center, hotels, retirement residences, and long-term care homes, group residences, crisis center, and any uses that are sensitive to dust, odour, noise, and vibration emissions.

3. Identify Rail Facilities and Areas of Influence

We recommend identifying rail facilities and the areas of influence for sensitive land uses (300 meters for a Railway right of way), on relevant maps in the Official Plan. This approach will reduce the uncertainty for planning and developing sensitive land uses near Railway corridors and will help reduce future land use incompatibility issues and conflicts with rail operations.

4. Specific regulations for developments in proximity to rail facilities.

- a) All proposed buildings to be occupied by sensitive uses shall be setback 30 meters from a Principal main line in conjunction with the appropriate safety berm in accordance with the FCM/RAC Guidelines;
- b) All proposed buildings to be occupied by an industrial use shall be setback 15 meters from a Principal main line;
- c) The required safety berm shall be adjoining and parallel to a Principal main line right of way with returns at the ends, 2.5 meters above grade at the property line, with side slopes not steeper than 2.5 to 1.
- d) Reduced setbacks can be considered in certain circumstances depending on the proposed use and in conjunction with additional studies and alternative safety measures, to the satisfaction of the Municipality, in consultation with the appropriate railway operator;
- e) All proposed residential developments or other sensitive uses located adjacent to railway right of way or within the area of influence shall implement the applicable warning clauses provided by the appropriate railway operator;
- f) All proposed residential developments or other sensitive uses located adjacent to a railway right of way shall implement, secure, and maintain any required rail noise, vibration, and safety impact mitigation measures, along with any required notices registered on title of the property, by means of a development agreement,
- g) warning clauses, and/or environmental easements, through appropriate legal mechanisms, to the satisfaction of the Municipality and the appropriate railway operator;
- h) All proposed developments located in proximity to rail facilities shall evaluate and prioritize grade separation of railways from major roads, in collaboration with the appropriate railway operator and according to Canada Transportation Agency's standards;
- i) All proposed vehicular property access points shall be located at a minimum 30- meter setback from an at-grade railway crossings;
 - i. A chain link fence of a minimum of 1.83 meters in height shall be installed and maintained along the mutual property line shared with the railway right of way for all proposed developments.

5. Stormwater management facilities

Railway corridors/properties with their relative flat profile are not typically designed to handle additional flows from neighboring properties, therefore future developments should not discharge or direct stormwater, roof water, or floodwater onto a railway right of way. Any proposed alterations to the existing drainage pattern affecting railway property must receive prior concurrence from the appropriate railway operator.

Stormwater or floodwater flows should be designed to maintain the structural integrity of the railway corridor infrastructure; avoid sediment deposits; and prevent adverse effects on the railway right of way. Drainage systems should be designed to capture storm waters on-site or divert the flow away from the rail corridor to an appropriate drainage facility.

Stormwater management facilities must be designed to control stormwater runoff to predevelopment

conditions including the duration and volume of the flow and accordingly have no impacts on the railway right of way, including ditches, culverts, and tracks.

6. Recreational uses

To mitigate any potential trespassing onto the railway right of way, we recommend the installation of a minimum 1.83-meter-high chain link safety fence along public parks and trails and site-specific landscaping design to improve the visual quality of the areas adjacent to the railway corridors.

Conclusion

We would like to thank you for the opportunity to comment on the Official Plan Review. We look forward to collaborating with the County throughout this process. Please forward all future communications, land development applications, and documents to proximity@cn.ca

Grand Erie District School Board

Regarding the Norfolk County MCR Phase 1 OPA the GEDSB is primarily concerned with those changes that are likely to generate school aged children to accommodate. Namely, the addition of new residential lands.

In general, these new residential lands will lead to additional accommodation pressures on the GEDSB educational facilities in Norfolk County. Depending upon the scale, unit type/mix, and timing of the development of these additional residential lands the GEDSB may consider a number of accommodation strategies including but not limited to:

- Capital works; either additions/reconstructions to existing facilities on existing sites, or new schools on new sites requested within new approved plans of subdivision.
- The addition of temporary accommodation (portables)
- School attendance area changes to better match school enrolments to facility capacity.

The GEDSB looks forward to working with the Developers of the additional residential lands and County Staff, to ensure that the educational accommodation needs of Norfolk County students and families are met and that Norfolk County continues to be an amazing place to learn, work and play. Below please find GEDSB general comments on the proposed boundary adds and expansions.

Courtland

Courtland is serviced by Courtland Public School and Delhi District Secondary School.

- Courtland PS is currently under capacity. It is anticipated that enrolment resulting from the requested urban area settlement boundary expansion (RUASBE) could be accommodated on the existing school site.
- Delhi DSS is at capacity. The additional students from Courtland and Delhi new residential lands is likely to require additional permanent and/or temporary accommodation on the existing site.

Delhi

Delhi is serviced by Delhi Public School and Delhi District Secondary School.

- Delhi PS is slightly under capacity. It is anticipated that enrolment resulting from the new residential lands added and requested, could require the designation of an additional school site within a future plan of subdivision.
- Delhi DSS is at capacity. As mentioned above the additional students from Courtland and Delhi is likely to require additional permanent and/or temporary accommodation on the existing site.

Simcoe

Simcoe is serviced by Lynndale Heights Elementary School, Elgin Ave. Public School and Simcoe Composite School (secondary). GEDSB has closed West Lynn Public School as a result of a previously approved Pupil Accommodation Review.

- Combined Lynndale Heights and Elgin Ave. are at capacity. Enrolment resulting from the new residential lands added and requested, could require the designation of an additional school site within future plans of subdivision or a re-evaluation of GEDSB land holdings depending on the timing/type/scale of development.
- Simcoe CS is under capacity. It is anticipated that enrolment resulting from the new residential lands added and requested could be accommodated on the existing site.

Waterford

Waterford is serviced by Waterford Public School, Boston Public School, Bloomsburg Public School and Waterford District High School. Recently as a result of enrolment pressure, elementary school boundary changes were implemented to reduce enrolment at Waterford Public School, and Gr. 7 & 8 students will be accommodated at Waterford Secondary School.

- Waterford PS is at capacity. It is anticipated that enrolment resulting from the new residential lands added and requested, could require the designation of an additional school site within a future plan of subdivision.
- Waterford DHS is below capacity. It is anticipated that enrolment resulting from the new residential lands added and requested could be accommodated on the existing site.

Port Dover

Port Dover is serviced by Lakewood Public School, and Simcoe Composite School (secondary).

- Lakewood Public School is at capacity. The Municipal Comprehensive Review Phase 1 OPA identifies that enough lands exist within the urban boundary area to meet the population targets. That being said, the scale and nature of the residential development to occur within the current boundaries (family vs. seniors oriented) will inform the GEDSB whether enrolment resulting from the new residential development could be accommodated on site, or could require the designation of an additional school site within a future plan of subdivision.
- Simcoe CS is under capacity. It is anticipated that enrolment resulting from the new residential development present within the existing urban boundary could be accommodated on the existing site.

April 16, 2024

El-Ahmed Family
429 Ireland Road
Simcoe, Ontario
Email: [REDACTED]

Subject: Proposal for Inclusion of Land in Urban Boundaries – 429 Ireland Road (Lot 4 Concession 6 Woodhouse)

Dear Mayor and Council of Norfolk County,

I am writing to propose the inclusion of Lot 4 Concession 6 Woodhouse, or a portion of the lands, within the urban boundaries of the Town of Simcoe. I believe that this proposal aligns with the County's long-term vision for growth and responsible land use, while ensuring the County's long-term financial sustainability is maintained.

Proposal Highlights:

- **Flexible to the needs of the County with respect to any urban boundary expansion and/or realignment (i.e. segmenting 10 out of the 28 total hectares)**
- **Out of the proposed boundary expansions in the Simcoe area, this property performed the best (Rank = 1) based on the metrics outlined under the individual assessment.**
- **Adjacent to a main commercial area, a large residential area and has easy/efficient access to the required services.**
- **Property has long been considered as a logical and financially responsible option for any urban boundary expansion and/or realignment.**

Background Information about the Property:

The property is located at the south corner of Queensway (Highway #3) and the east corner of Ireland Road. The size of the property is 69 acres (~28 hectares), but the proposed amount to be included within the urban boundary is flexible to the needs of the County with respect to any urban boundary growth and/or realignment. Options such as segmenting 25 acres (~10 hectares) would be reasonable given the potential urban boundary expansions and/or realignments that may be considered.

The property is currently zoned agricultural, but is directly adjacent to a main commercial area, a large residential area and has easy/efficient access to the required services, which will mitigate the financial risk to the County from development and the associated infrastructure costs.

- Adjacent to Walmart and other commercial outlets.
- Along the western side, are large and densely populated areas, that have shown strong development growth over the past two decades.
- Water/wastewater and natural gas services are located at the corner of the property (Appendix I).

Historically, the County and/or the Town of Simcoe officials have shown interest in expanding east of Ireland Road. The following are some excerpts from articles that we have retained over the years:

- In 1996, Simcoe Mayor, Rick Kowalsky said it might be time to talk with the City of Nanticoke about annexing the eastern side of Ireland Road. “It’s an excellent site to create estate lots,” he said, “and one of the most efficient places to service” (Appendix II).
- In 1998, Simcoe Counsellor, John Kinnear, suggested the expansion to the east of Ireland Road and in the same article there is reference to the former Simcoe Mayor, Jim Earl and former Nanticoke Mayor, Harry Scott, discussing the possibility of Simcoe expanding eastward back in ~1983 (Appendix III).

As part of Norfolk County’s Official Plan (2005), Council had strongly supported the inclusion of the property into the urban boundaries, given the property’s location, historical fragmentation, low cost of servicing, and strong potential for development. A map of the boundary expansion was included in the draft Official Plan (Appendix IV). At that time, the Ministry of Municipal Affairs & Housing elected to veto the amendment to the Norfolk Country Official Plan and after lengthy deliberations with the Ministry of Municipal Affairs & Housing, Norfolk County decided not to appeal the decision to the OMB, for reasons that we are not aware of.

Justification for Inclusion in Urban Boundaries

As noted above the property has long been considered as a logical and financially responsible option for any urban boundary expansion and/or realignment. Current and previous planning staff of Norfolk County have also confirmed the property’s attributes for sustainable development:

- In a report to Council in 2006 (PED 06-04) the previous Manager, Community Planning, Jim McIntosh, stated that “when there is a need to expand the urban boundary this location may be seen by Council of the day as a priority area due its proximity to the Queensway and highway connections”.
- As a part of the current comprehensive review process and out of the proposed boundary expansions in the Simcoe area, this property performed the best (Rank = 1) based on the metrics outlined under the individual assessment.
 - No other property within the Simcoe area scored higher in the metrics to service the property (i.e. water/wastewater).

Given the growth pressures across Ontario and the need for affordable housing, the County will need to help address these issues, while remaining financially sustainable. As the costs of infrastructure continue to go up, developing land that is efficient to service will need to be a priority.

Conclusion

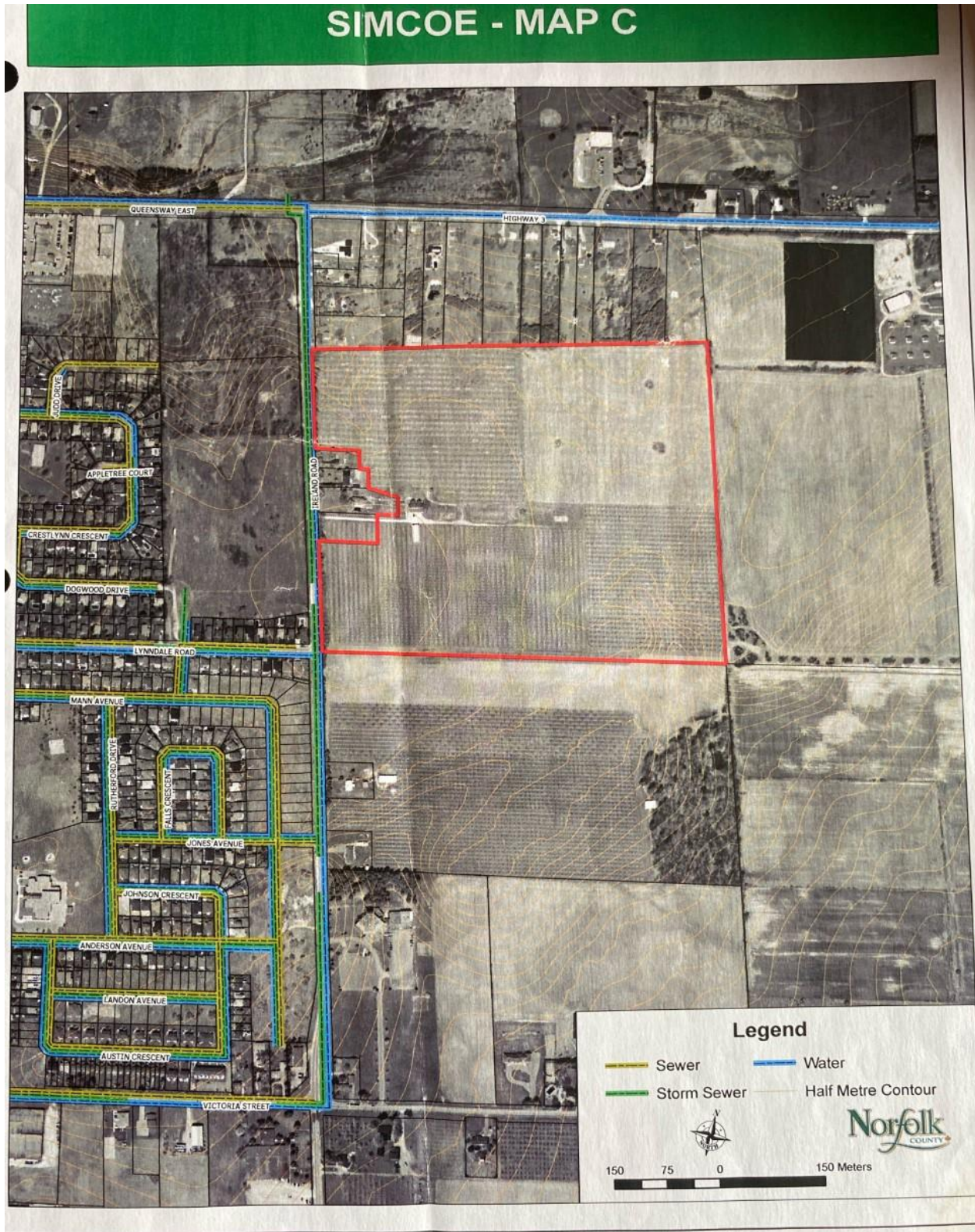
In conclusion, the inclusion of Lot 4 Concession 6 Woodhouse, or a portion thereof, within the urban boundaries of Simcoe aligns with the County's strategic goals for sustainable growth, economic prosperity, and community development. I am confident that this proposal will bring significant benefits to County and its residents, and I urge you to consider it favorably.

Thank you for considering this proposal. I am available to provide any additional information or clarification as needed.

Sincerely,

Ibrahim El-Ahmed

Appendix I



Appendix II

Ireland Road to be annexed?

Simcoe Mayor Rick Kowalsky says it might be time to talk with the City of Nanticoke about annexing the eastern side of Ireland Road.

"It's an excellent site to create estate lots," he said, "and one of the most efficient places to service. It has no relation to the City of Nanticoke anyway, but it's very important to the development of Simcoe, so it's something we have to look at."

Nanticoke Mayor Rita Kalmbach is willing to talk.

"I know we're in such close proximity to their built up areas and they're pretty tight geographically, so I don't have a problem with holding discussions on it," she said. "I hope it doesn't become a political battle, but goes along with what the residents want."

Times Reformer
 May 21, 1996

Appendix III



FOLK TUESDAY, MAY 5, 1998

Simcoe renews expansion talk

Poor state of Woolen Mill Road primary factor

Monte Sonnenberg
Times-Reformer

SIMCOE — Ongoing deterioration of the Brook Woolen Mill Road has renewed talk of a boundary adjustment between Simcoe and the City of Nanticoke.

Last night, Simcoe's administration committee expressed interest in absorbing two concessions between Ireland Road and the Blueline Road.

The parcel is bordered by Highway 3 to the north and Decou Road to the south. Between the two is the Woolen Mill Road, which turns into Victoria Street west of Ireland Road. Coun. John Kinnear says it is in unacceptable condition.



"I'm not one of those who's into protecting turf for its own sake. If it's beneficial for all concerned, I say go for it"
— Nanticoke Mayor Rita Kalmbach

"It's a strategic road for both the Town of Simcoe and the City of Nanticoke," he said. "It's a point of exit for the town but it is also a point of entry for the city."

This is the second time Kinnear has suggested expanding the town eastward. During the last term of council, he suggested a similar adjustment, one extending south to the St. John's Road. Council didn't act then, but last night CAO John McColl was directed to prepare a report on the procedure involved.

Told of the committee's decision, Nanticoke Mayor Rita Kalmbach said she's keeping an open mind.

Kalmbach agrees with Kinnear that people living on the east side of Ireland Road are oriented toward Simcoe and consider themselves Simconians. She added however that boundary adjustments are complicated, noting that property taxes in the affected area would increase under Kinnear's plan.

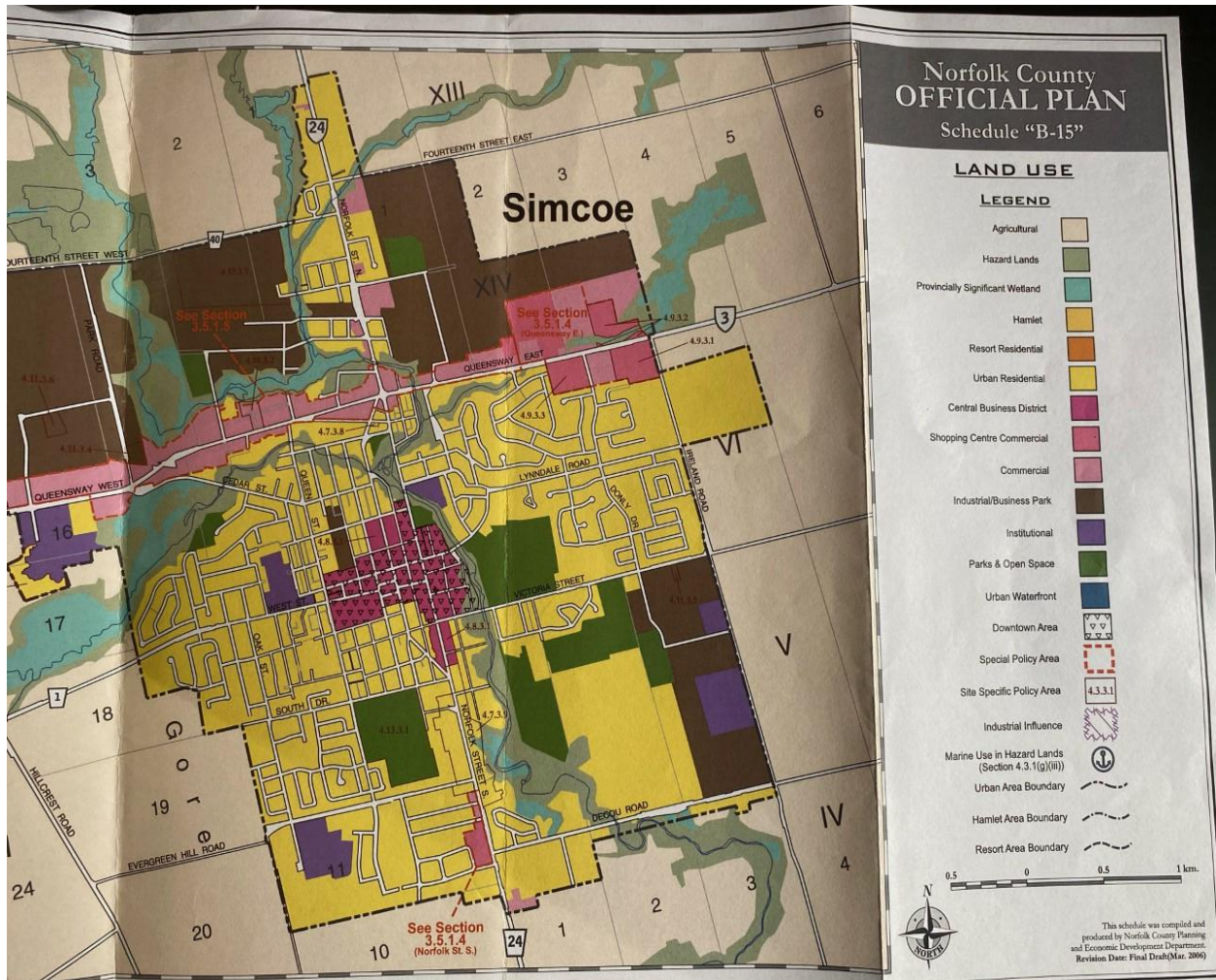
"I've had people in the Town of Simcoe tell me they're moving to the City of Nanticoke because Simcoe has too many amenities and that they pay too many taxes for their upkeep," she said. "But I'm not one of those who's into protecting turf for its own sake. If it's beneficial for all concerned, I say go for it."

Kalmbach regrets the suggestion that the city is neglecting its roads, as does Nanticoke public works director Bill Powell. Last night, Powell said the Woolen Mill Road is in the city's five-year capital budget, sharing top priority with the Radical Road west of Port Dover. Estimated cost of both projects is in the range of \$750,000.

Powell said repairs to collector and arterial roads in Nanticoke have suffered in recent years because of a major rebuild of the Blueline Road north of Highway 3. Started at the turn of the decade, the project is nearly complete.

Fifteen years ago, former Simcoe Mayor Jim Earl and former Nanticoke Mayor Harry Scott discussed the possibility of Simcoe expanding eastward. Last night, Coun. Earl said these negotiations "hit a stumbling block" when they reached regional council.

Appendix IV



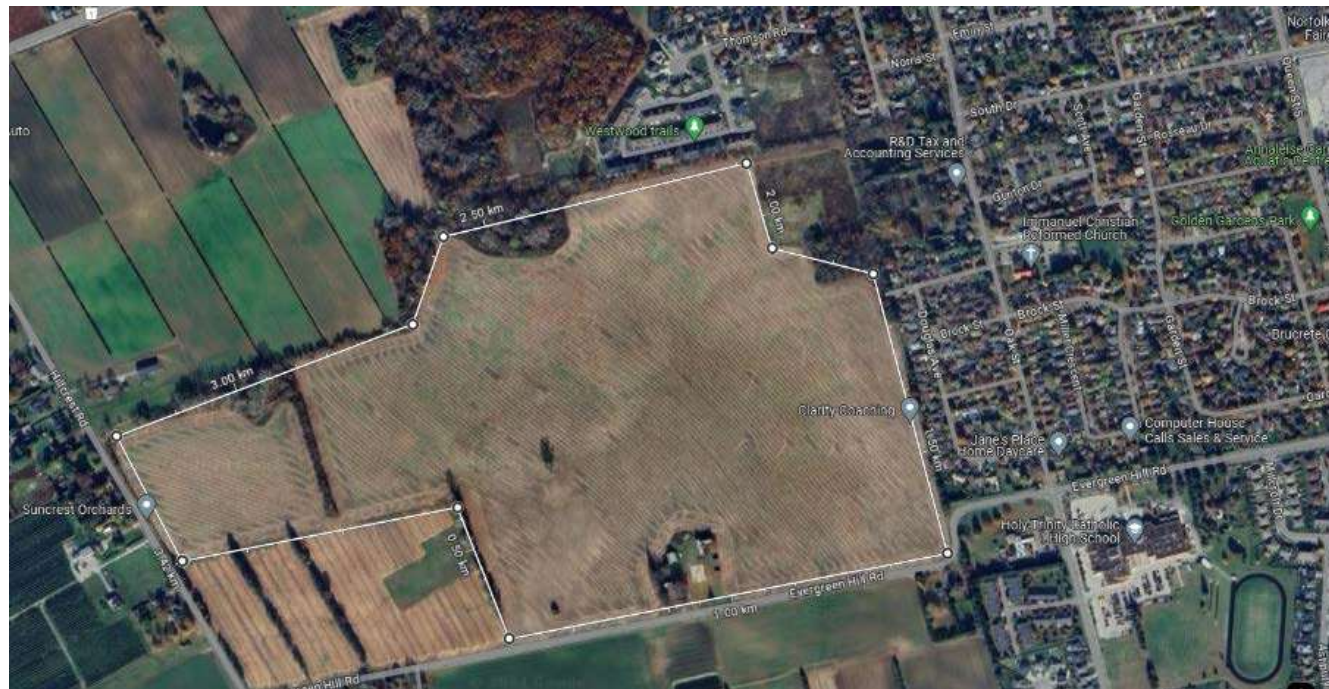
From: Decarolis Farms Ltd [REDACTED]
Sent: Friday, April 12, 2024 12:46 PM
To: Al Meneses <Al.Meneses@norfolkcounty.ca>
Subject: Simcoe Farm in Urban Boundary Request

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon Al,
We would like to re-iterate that we would like our Simcoe farm property on Evergreen Hill and Hilcrest Rd be moved totally into the urban boundary.

We are also working on donating 25 acres to the hospital or Norfolk County.

Thank you



Norfolk County Condominium # 14
74 Wilson Ave
Delhi, ON N4B 3E7

April 13, 2024

Dear Mayor Martin and Members of Council,

Re: Special Council Meeting, April 16, 2024

As President of the Board of Directors of NCC #14 I am writing regarding Staff Report CD-24-053 that will be considered at the meeting on April 16, 2024.

Residents of NCC #14 have given their time and effort to meet with the developer on numerous occasions. The majority of condo owners (12 of 20) agreed to the numerous concessions made by the developer. The Board of NCC #14 and all supporting condo owners agreed to the following:

- Buffer lands to be conveyed to the Condo Corporation at no cost to the condo owners
- Agreement from the developer to construct bungalow/bungalow loft dwellings adjacent to our homes
- A reduction of the number of homes in the area compared to what was originally proposed
- Agreement from the developer to repave our common driveway and parking areas

The NCC #14 Board has had a very positive and cooperative relationship with the developers and feel they have been fair and accommodating to our requests. They have demonstrated their willingness to be "Good Neighbors".

We have no objection to the proposed Delhi Urban Boundary change and urge Council to support the growth option for Delhi that includes the entirety of the golf course lands, as shown in Option 2 in the staff report. We look forward to our continued relationship with the developer and hope for positive and prosperous outcomes for the community of Delhi.

Regards



Jane Scheel
Board President NCC #14

From: [Robert Knipf](#)
To: [NC Clerks](#); grownorfolk@norfolkcounty.ca
Subject: Clerk of Norfolk County, Her Worship Mayor Martin and Norfolk Council I
Date: Friday, April 12, 2024 12:00:04 PM

You don't often get email from [REDACTED]. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Clerk of Norfolk County, Her Worship Mayor Martin and Norfolk Council

This letter is in regard to the Geraniums Application to Change the Urban Boundaries of Delhi behind my property on [REDACTED] Viola Court in Delhi which is being discussed on April 16,2024.

I have had discussion with Geranium, the Applicant. An agreement for single storey residences behind those on Viola Court has been agreed on with less than their initial density. I accepted change might be coming.

I believe the golf course is done. I'm sure most of us affected would like our green space to be there forever. I have accepted and do not object to the land use designation to change. If it's houses and density as discussed, at least in the area in which I'm affected, I have no objection to the proposed Delhi Urban Boundary change.

Do I wish change was not inevitable. Yes!

I do not want the golf course to be gone, any more than the others affected. However, I believe it is, and would rather sensible housing and density as opposed to abandoned weed and bug infested growth in the area behind me. Or worse yet, industrial development.

Geranium has offered concessions with many to facilitate this change and minimize personal impact within its intended objective

Respectfully

Robert (Bob) Knipf
[REDACTED] Viola Court,
Delhi, On

Sent from [Mail](#) for Windows

From: Alan Jacques [REDACTED]
Sent: Monday, April 15, 2024 10:24 AM
To: NC Clerks <clerks@norfolkcounty.ca>; Grow Norfolk <GROWNorfolk@norfolkcounty.ca>
Subject: Delhi Urban Boundary Expansion Comments

Some people who received this message don't often get email from [REDACTED] [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning,

We are the owners of 18 Tisdale Drive located in Delhi, Ontario.

In advance of the County of Norfolk Special Council meeting that has been scheduled for April 16, 2024 regarding the urban boundary expansions in Delhi, we strongly recommend that Council consider including the entirety of the Delhi Golf Course and Country Club within the Urban Boundary as outlined in Option 2 for Delhi.

Regards,
Alan & Sharon Jacques

Mayor Martin and Members of Council
 Norfolk County
 County Administration Building
 50 Colborne St. S
 Simcoe, ON
 N3Y 4H3

Date: April 15, 2024

Our Ref: 146788

Subject: Municipal Comprehensive Review Phase 1 Official Plan Amendment, CD-24-053 - Urban Boundary Expansions – Delhi; Scotts Canada, 1 Arnold Sayeau Drive/91 HWY 59, Delhi

Dear Mayor Martin and Members of Council,

We are the planning consultants retained by Scotts Canada Ltd. (“Scotts”) to provide professional planning services with respect to their lands located at 1 Arnold Sayeau Drive/91 HWY 59 in Delhi (“subject lands”), which are identified in **Figure 1 and 2** below. Our client owns lands municipally addressed as 1 Arnold Sayeau Drive/91 HWY 59, Delhi, and currently operates a soil mixing, bagging and distribution facility, together with associated fertilizer storage and distribution operations on the subject lands, which includes activities within the main plant building as well as outdoor storage and lands immediately adjacent the plant. This facility was originally constructed in 1986, operating as a metal stamping plant. The plant was shut down and was purchased by Scotts in 2005. Since that time, Scotts has increased production and activity at this location, including the aforementioned physical expansion, and is an important contributor to the County economy.



Figure 1 - Location and Extent of Subject Lands; Sourced from Norfolk County Online Mapping

Mayor Martin and Members of Council

Scotts Canada - Municipal Comprehensive Review Phase 1 Official Plan Amendment, CD-24-053

April 15, 2023



Figure 2 - Location and Extent of Subject Lands; Sourced from Norfolk County Online Mapping

By way of background, we supported and assisted Scotts in securing planning approvals for an expansion of operations onto acquired lands at the time of the County’s previous Growth Management and Official Plan Update exercise (orange area with black outline in **Figure 2** above). At that time, an Urban Boundary Expansion (“UBE”) was proposed and adopted through an OPA and Zoning Amendment (“ZBLA”), and the expansion of site operations for primarily outdoor storage was implemented through a site plan application. The images above depict the site operations as they generally exist today.

As part of the current and ongoing Growth Management Study (“GMS”) and Municipal Comprehensive Review (“MCR”) process, we appreciate the opportunity to review and provide comment on the Draft Official Plan Amendment (“OPA”), associated mapping, staff report, and various attachments ahead of the upcoming Special Council meeting on April 16, 2024. **On behalf of Scott’s, please accept this letter in support of the proposed UBE request specifically identified as Parcel ID:28 on Schedule 9, as well as the staff proposed 22 ha UBE shown on Schedules 2A and 2B respectively, in the community of Delhi.** We have identified these specific areas on excerpts of the schedules provided in Figures 3-5 below respectively, with the expansion areas outlined in a dashed red circle. We make no comments on any other proposed UBEs in Delhi or elsewhere in the County.

Mayor Martin and Members of Council
Scotts Canada - Municipal Comprehensive Review Phase 1 Official Plan Amendment, CD-24-053
April 15, 2023

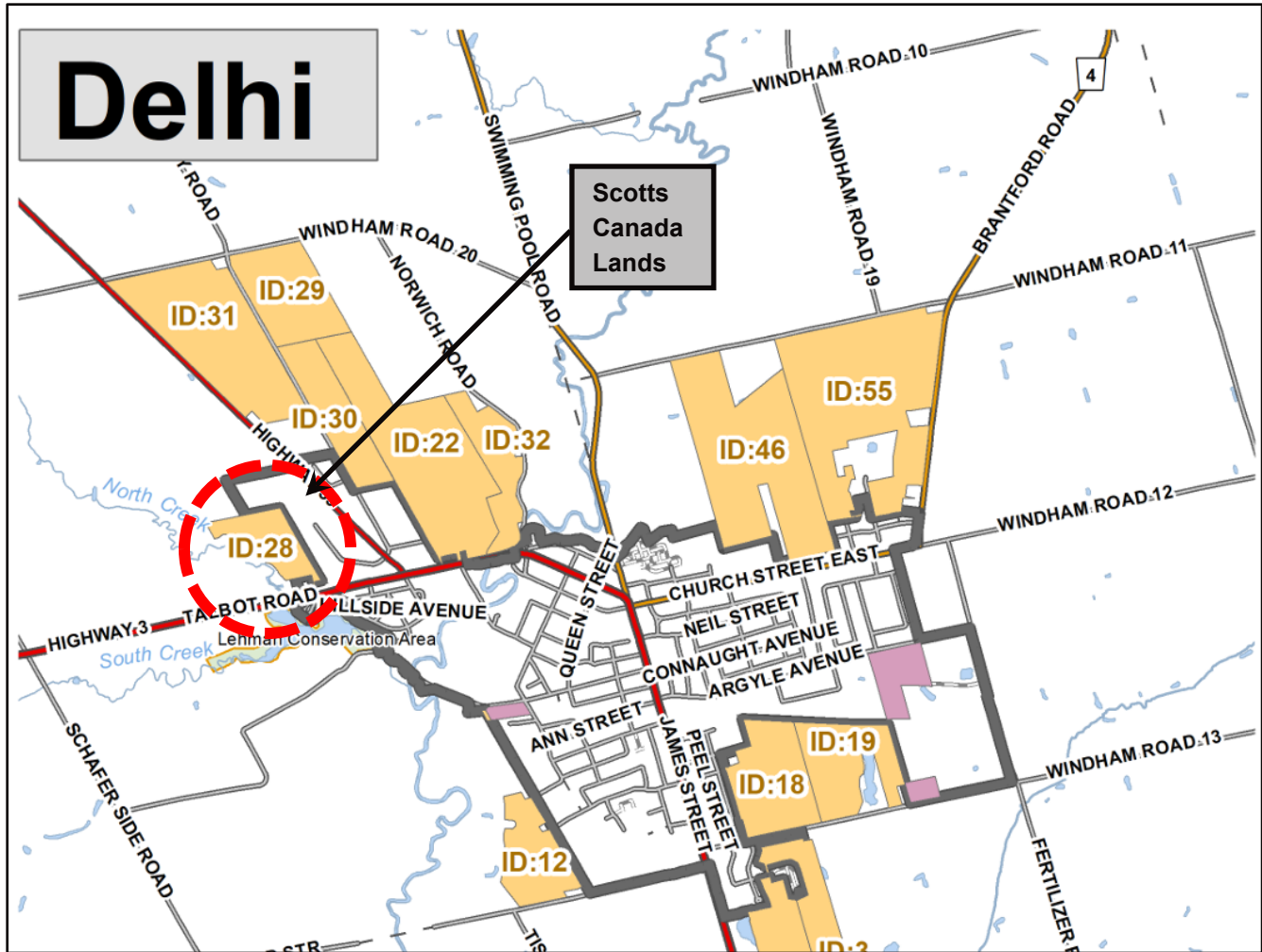


Figure 3 - Excerpt From Schedule 9

Mayor Martin and Members of Council
Scotts Canada - Municipal Comprehensive Review Phase 1 Official Plan Amendment, CD-24-053
April 15, 2023

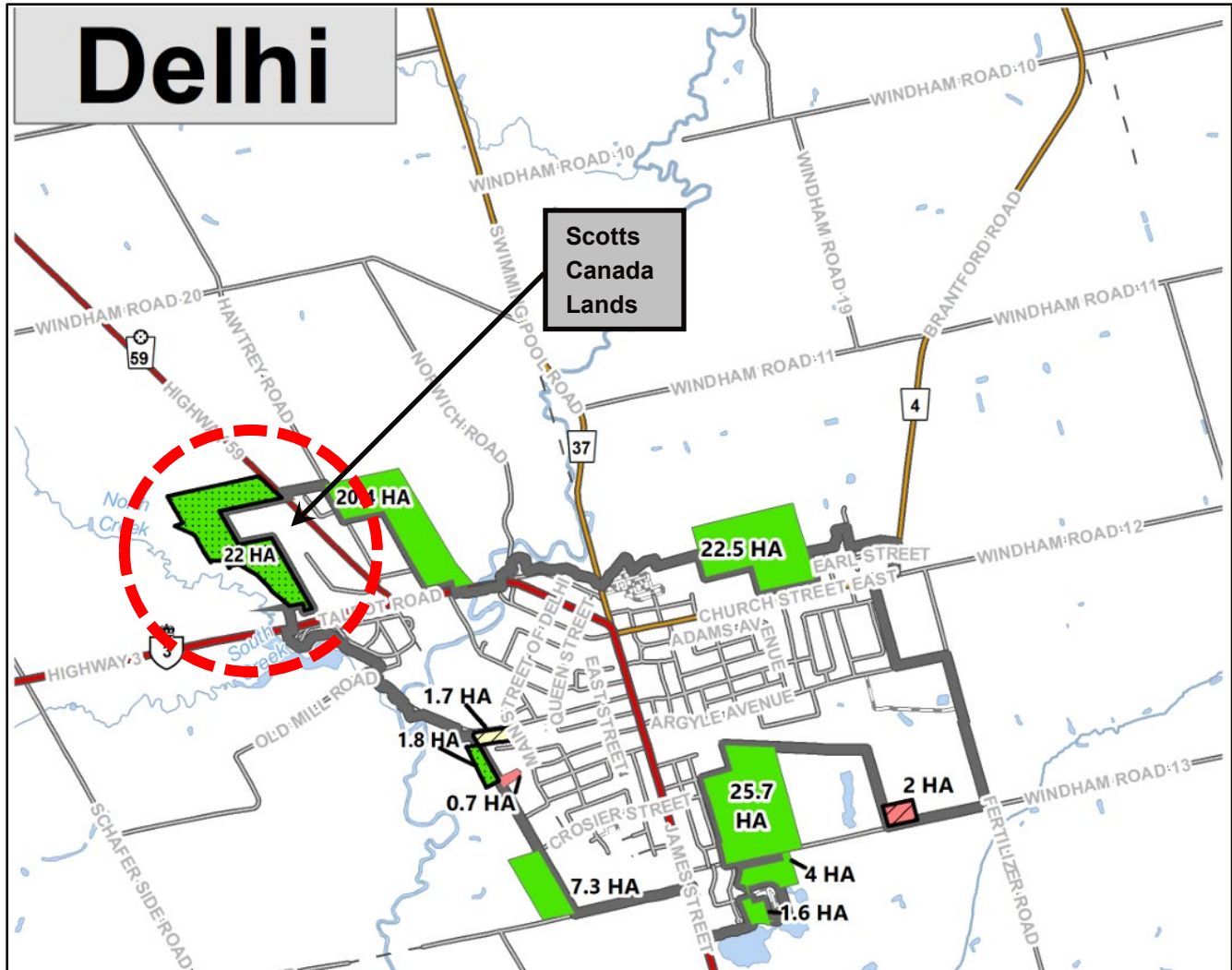


Figure 4 - Excerpt from Schedule 2A - Option 1

Mayor Martin and Members of Council
 Scotts Canada - Municipal Comprehensive Review Phase 1 Official Plan Amendment, CD-24-053
 April 15, 2023

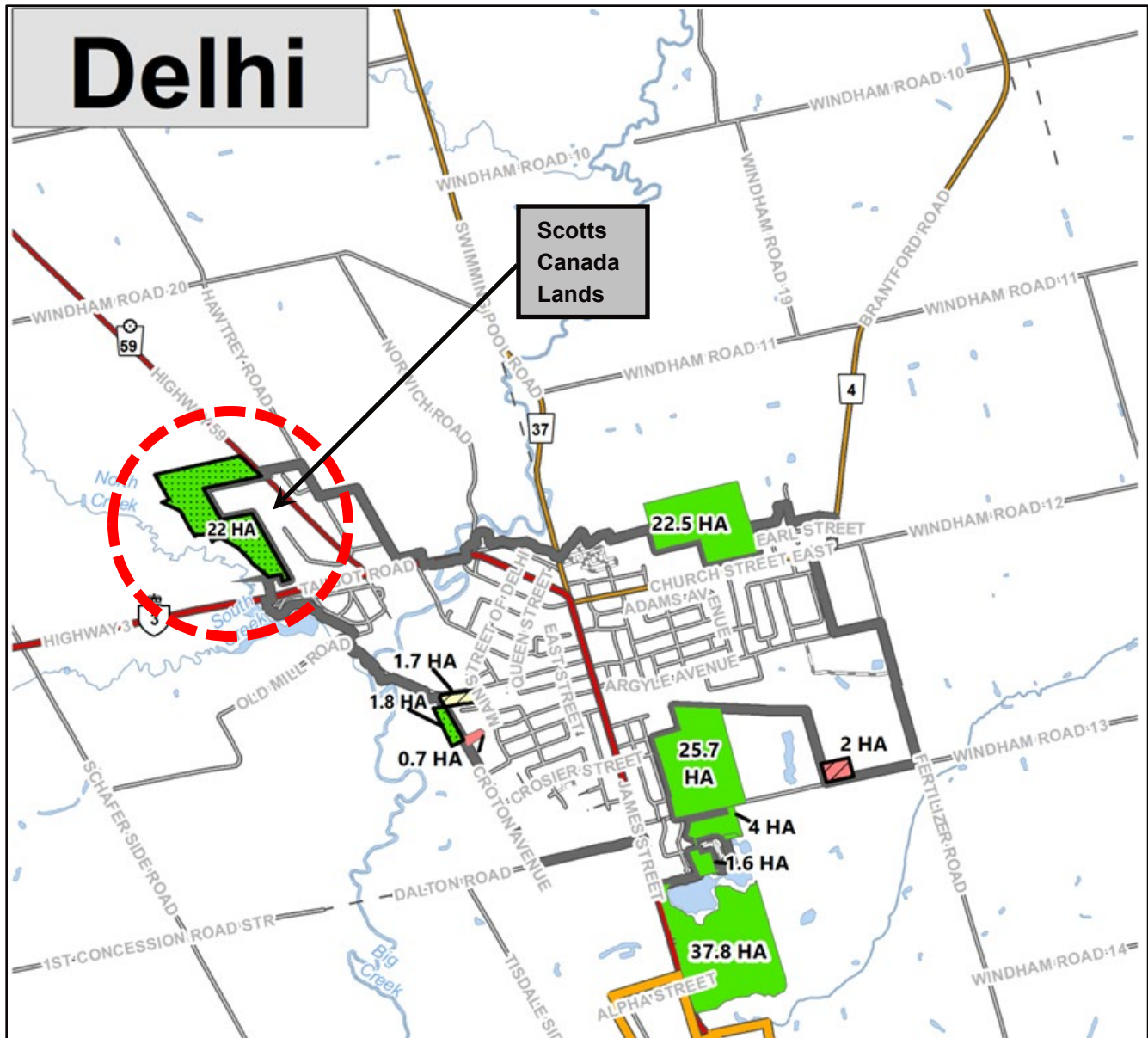


Figure 5 - Excerpt from Schedule 2A - Option 2

It is our understanding the County has received correspondence dated April 1, 2024, regarding the ID:28 expansion request, which supports the inclusion of these lands (along with a request for the inclusion of additional lands) into the Delhi Urban Boundary. In a letter on behalf of the landowner, Bob Kowtaluk, Alamac Planning have expressed an independent professional planning opinion that the addition of parcel ID:28 would represent a logical extension of the existing Protected Industrial lands to support forecasted employment growth and the expansion of the existing industrial park. We agree with this opinion and specific request. The intent of this letter is to express support for the request, as well as the 22-ha expansion identified by staff in both Option 1 and 2 for Delhi for the reasons outlined in the following paragraphs. This letter should be received as separate from the request made on behalf of Mr. Kowtaluk.

Mayor Martin and Members of Council

Scotts Canada - Municipal Comprehensive Review Phase 1 Official Plan Amendment, CD-24-053

April 15, 2023

The 22 ha UBE proposed by staff that would consist of additional Protected Industrial lands in Delhi directly abuts the lands owned by our client. In this context, Scotts advises Council and staff of a planned operation expansion within the next 1-2 years, and therefore desires to have designated Protected Industrial lands to allow for such an expansion. Scotts advises that it is their intention to purchase all or portions of abutting lands following inclusion of said lands into the Urban Boundary, in order to expand for plant operations, outdoor storage, and related activities and uses. Based on our review of the existing Protected Industrial designation, and our experience with the previous facility expansion, it is our opinion that the existing plant and associated storage areas are a permitted use as per section 7.12.1 of the County's Official Plan. Based on our review and a brief analysis of the uses permitted within the existing Protected Industrial policies of the County's OP, it is our opinion that the proposed 22 ha expansion of Protected Industrial designation proposed by staff and partly captured by request ID:28 would be beneficial to the continued operation and expansion of our client's business, and that the land use would conform to and implement industrial options planned for and permitted by the Protected Industrial designation, pending no future policy changes that alter the use permissions under a separate OPA.

In the context of the MCR and proposed OPA, the need for additional Protected Industrial land has been identified through the supporting technical analysis as required by the Provincial Policy Statement 2020 ("PPS") and recommended through the planning analysis and reporting prepared by staff. The staff proposed 22 ha UBE and request ID:28 each represent good land use planning consistent with the PPS by providing sufficient lands designated and protected for employment use to meet forecasted needs. With respect to our clients' lands, expanding the existing industrial park will allow for facility and operation expansion in a timelier manner, providing a level of certainty that planned expansion can proceed.

For these reasons, we respectfully submit this letter in support of the 22 ha UBE for Protected Industrial lands proposed by staff in both Options 1 and 2 in the community of Delhi, as well as the specific UBE request identified as ID:28. We trust this letter is of assistance in making an informed decision on this important planning initiative.

Sincerely,

Arcadis Professional Services (Canada) Inc.



Mike Crough, RPP MCIP
Principal, Planning



Ritika Nair
Planner

Email: [REDACTED]
Direct Line: [REDACTED]
Mobile: [REDACTED]

CC. Scotts Canada

GROWNorfolk@norfolkcounty.ca

-----Original Message-----

From: John Klassen [REDACTED]
Sent: Saturday, April 13, 2024 10:33 AM
To: Grow Norfolk <GROWNorfolk@norfolkcounty.ca>
Subject:

[You don't often get email from [REDACTED] Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To whom it may concern.

This is John Klassen, I own the property at 379 3rd concession NTR Tillsonburg N4G 4G9. Roll #54101048650. We would like to change our property from agricultural too residential zoning As we are in a prime real-estate area, situated across from tilsonview golf course. I have had multiple people ask me if I could severe a building lot off for them, there is alot of interest for that. The property has about 880' of frontage facing the golf course, with that the houses would be bigger homes which would bring in more property tax for the township. With all that being said we do not wish to have it changed to industrial but rather residential. Thank you for your time.
Sent from my iPhone

Ms. Nicole Goodbrand
Project Lead, Long Range Planning and Special Projects
Norfolk County Department
185 Robinson Street, Suite 200
Simcoe, ON N3Y 5L6

Sunday, April 14, 2024

Re: Proposed Urban Area Boundary Changes - Delhi

Dear Ms. Goodbrand,

Thank you for sharing Report CD-24-053 Municipal Comprehensive Review Phase 1 – Official Plan Amendment with us on Thursday April 11, 2024.

It is unsettling to now understand there are two options being proposed for the expansion of the urban area of Delhi. It is understood that as a result of the Land Needs Assessment (LNA), Delhi requires an additional 77 ha (190 acres) of residential lands. It is also understood that the original Option 2A for Delhi proposes to include just slightly over the required lands needed at 81.5 ha (201 acres). However, the new Option 2B proposes to include 92 ha (226 acres), which is much more than required by the LNA. I am confused on why Norfolk County is considering additional lands in Option 2B that is not required at this time?

I am further, and most importantly perturbed that Option 2B does not include **any** of my requested lands along Talbot and Hawtrey Roads for residential expansion and that now instead, Norfolk County is now considering including the entirety of the Delhi Golf Course lands at 37.8 ha (93 acres) and is maintaining the requested 22.3 ha (55 acres) at the end of Earl Street and the 25.7 (66 acres) at the end of Courtney Avenue/ Smith Avenue and Wilson Avenue remain in totality?

My requested lands along Talbot and Hawtrey Roads are in close proximity to the recreation center and the main business area/ downtown core in Delhi. None of the other residential lands proposed are in close proximity to these important community amenities. The lands specifically along Talbot street could offer a complete community concept of mixed residential/ commercial opportunities with natural walking connections to the museum, arena, baseball diamonds, community pool and open space/ natural areas.

There is a missing middle of lands along Talbot Street that need to be incorporated into the Delhi urban area to create a complete community.

I am shocked that Norfolk County would consider including all the lands associated with the Delhi Golf Course into the urban area. These lands do not provide a reasonable connection to the current Delhi community and are separated from the community by natural features and barriers such as ponds and water courses. Much of the land in the

Golf Course proposal also encompass Provincially Significant Wetlands and Hazard Lands which should be maintained and protected as a community feature and will ultimately be difficult to develop. I would urge Norfolk County to review the former development application studies and submissions which to identify these challenges.

It should also be identified and understood that the Golf Course lands could be challenging to service. **County staff have not identified servicing challenges within Report CD-24-053 as per the Provincial Policy Statement (PPS) 1.1.3.8b).** I urge Council to seek this information before the Golf Course Lands are considered to be included as part of the urban area of Delhi. It would be extremely problematic if lands were brought into the urban area of Delhi that could not be serviced appropriately which could bring additional significant costs to the municipality and taxpayers of Norfolk County.

Furthermore, I note that the proposed Option 2B connects the urban are of Delhi and the rural settlement area of Gilbertville together. Staff have not identified in Report CD-24-053 how these two communities would be identified moving forward? Will Gilbertville lose its Hamlet Designation and identity? Have the residents of Gilbertville been notified of this change through Grow Norfolk? **Additionally, if the two settlement areas are now combined will the residents of Gilbertsville be required to connect to municipal services as per PPS 1.6.6.** I urge Council to seek these answers before connecting the urban area of Delhi and the Hamlet of Gilbertville.

Overall, Option 2B is a reaction to an urban area request. Norfolk County should consider all the consequences of including the totality of the Delhi Golf Course lands into the urban are of Delhi.

I respectfully request, that if additional lands from the Delhi Golf Course are now being considered that Norfolk County Council consider including some lands from each request in Option 2A including my lands along Talbot and Hawtrey Roads and do not join the urban area of Delhi with the rural settlement area of Gilberstville at this time so that the urban area of Delhi can continue to naturally grow appropriately in all directions of the community.

Thankyou.

Robert Kowtaluk

Long Time Delhi Community Contributor and Property owner - 443 Talbot Road (roll number 4904009910), 124 Hawtrey Road (roll number 49404006600), 349 Talbot Road (roll number 9404005100), 224 Hawtrey Road (roll number 49404006700), 225 Hawtrey Road (roll number 9904006800), Talbot Road (no civic address) (roll number 49404004900).

Elder Plans Inc.[REDACTED]
Simcoe, ON N3Y 4R1

May 7, 2024

Transmitted via email

Norfolk County Mayor and Councillors
50 Colborne Street
Simcoe, Ontario N3Y 4H3

Dear Mayor and Councillors:

SUBJECT: Official Plan amendment - expanding the Waterford Urban Area Boundary

As Council proceeds with the long anticipated Official Plan amendment arising from the comprehensive review for the Growth Strategy, on behalf of my client, David Bradshaw, I wanted to make you aware of his interests in a small expansion to the Waterford Urban Area Boundary. At the Public Meeting held on April 16, it appeared that Council was not aware of his specific request and the reasons for it. This letter is to provide Council with that background and also to thank you for directing staff to include this small parcel of Agriculturally designated but Urban Residential (R1) zoned land in the amended Waterford Urban Boundary.

David Bradshaw owns a 1.076 ha parcel of land on the south side of Mechanic Street on the west of the urban boundary (roll number 33605004400). As can be seen in the attached map, these lands are designated Urban Residential, Agriculture and Hazard Land in the Official Plan. The area designated Agriculture is approximately 0.35 ha. In the Zoning By-law the land parcel is zoned Urban Residential (R1) and Hazard Land (HL). With the size of this parcel, slope of the land and surrounding residential uses, this parcel is not suitable for agricultural uses.

In the last Official Plan review and the development of the Norfolk County Zoning By-law 1-Z-2014, I am aware that efforts were made to match Official Plan designations with the existing Zoning. The Ministry of Municipal Affairs approved those changes. I suggest, this parcel was overlooked and this situation should be addressed. Including the 0.35 ha of Agriculturally designated land in the Waterford Urban Area would be a logical extension to the urban area. The owner would like to develop the lands with three single detached dwellings which would be similar to existing development and take advantage of views of the Waterford Ponds. No development would occur in the Hazard lands. Mechanic Street could accommodate the minor additional traffic. Full municipal sewer and water services can be provided. Developing these lands is in the public interest and represents good planning for the reasons outlined above.

I trust the above explains my client's interests. Should you have any questions, please do not hesitate to contact me.

Sincerely,

Mary Elder MCIP RPP

Pc David Bradshaw and Kevin Dempsey

Elder Plans Inc.

32 Miller Cres.
Simcoe, ON N3Y 4R1

May 13, 2024

Transmitted via email

Norfolk County Mayor and Councillors
50 Colborne Street
Simcoe, Ontario N3Y 4H3

Dear Mayor and Councillors:

SUBJECT: Official Plan amendment - expanding the Delhi Urban Area Boundary

As Council proceeds with the long anticipated Official Plan amendment arising from the comprehensive review for the Growth Strategy, on behalf of my clients, **Jackie and Jason Ryder**, we wanted to thank you for directing staff to include part of their proposed lands in the Delhi Urban Area expansions. It is understood that 7.3 ha of the 16.7 ha area we proposed (part of a 78.07 ha parcel of land - roll number 49404026600) on the west side of Croton Avenue and on the north side of Dalton Road is to be included in the Delhi Urban Area expansion.

This is a logical urban boundary expansion as the planned subdivision on the east side of Croton Avenue is built out. Hard services are better utilized and costs shared when in-depth development occurs on both sides of the road. Linkages from this area on the Main Street of Delhi northward to the centre of Delhi provides access to many community services and Highways 3 and 59. By travelling east along Dalton Road access to other service commercial uses and Highway 3 to Simcoe is easily achieved. There are no livestock operations or natural heritage features to avoid in this expansion area. Developing these lands is in the public interest and represents good planning for the reasons outlined above.

I trust the above explains my client's interests. Should you have any questions, please do not hesitate to contact me.

Sincerely,

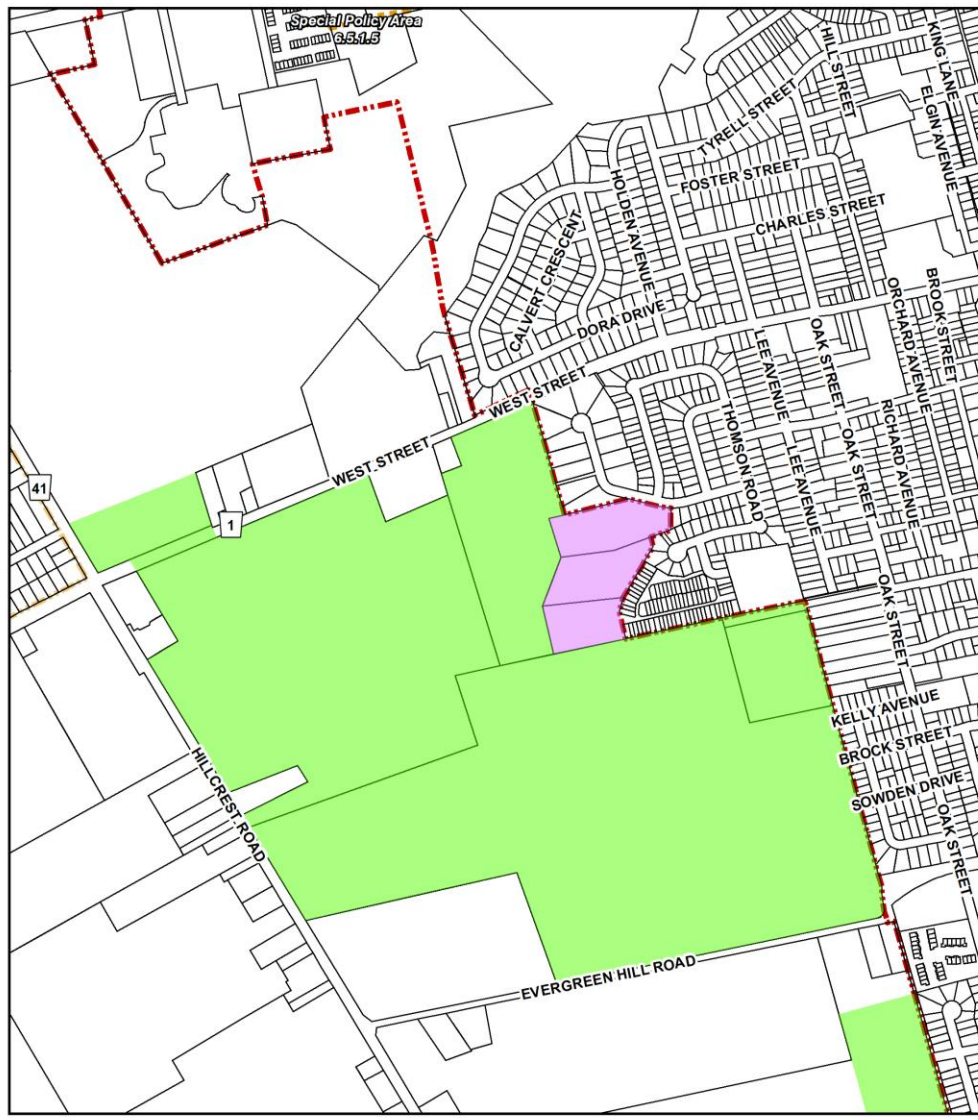
Mary Elder MCIP RPP

Pc Jason and Jackie Ryder, Ryder Farms Inc.

Attachment D - Analysis of Gaps in Proposed Urban Area Settlement Boundary

Through evaluation of the Council directed changes, staff identified multiple gaps in the proposed new urban settlement boundary. By definition the boundary should identify the limits of the settlement area and should encompass all the lands within it. Accordingly, staff propose that all gaps are remedied to limit confusion. A short analysis of each identified gap is below for confirmation.

Figure 1. Gap in Proposed Urban Area West of Simcoe



LEGEND

- Council Direction
- Additional Area as a Result of Council Direction
- Urban Area Boundary



1:10,628

Figure 1 identifies three parcels which were not encompassed in Council's direction to staff that falls between lands identified for inclusion within the urban boundary, including lands that have been identified for a proposed campus of care. The lands which were not included in Council Direction are located West of Simcoe between West and Evergreen Hill Road. The lands are currently designated for Agricultural land use in the Official Plan, with a portion being within a site specific policy area. One of the lots includes the Westwood Acres Park, while the other two parcels include a stormwater management pond and a walking trail. A portion of the lands are zoned Open Space, however staff would propose the zoning be amended in future work to be more consistent with the current uses.

Figure 2. Gap in Proposed Urban Area South of Simcoe



LEGEND

- Council Direction
- Additional Area as a Result of Council Direction
- Urban Area Boundary

25 12.5 0 25 50 75 100
Meters



1:3,190

Figure 2 depicts a portion of land that is located to the south of Simcoe. The property is designated Agricultural and currently contains a single dwelling. The lot has frontage on Norfolk Street South.

Figure 3. Gap in Proposed Urban Area Northwest of Waterford

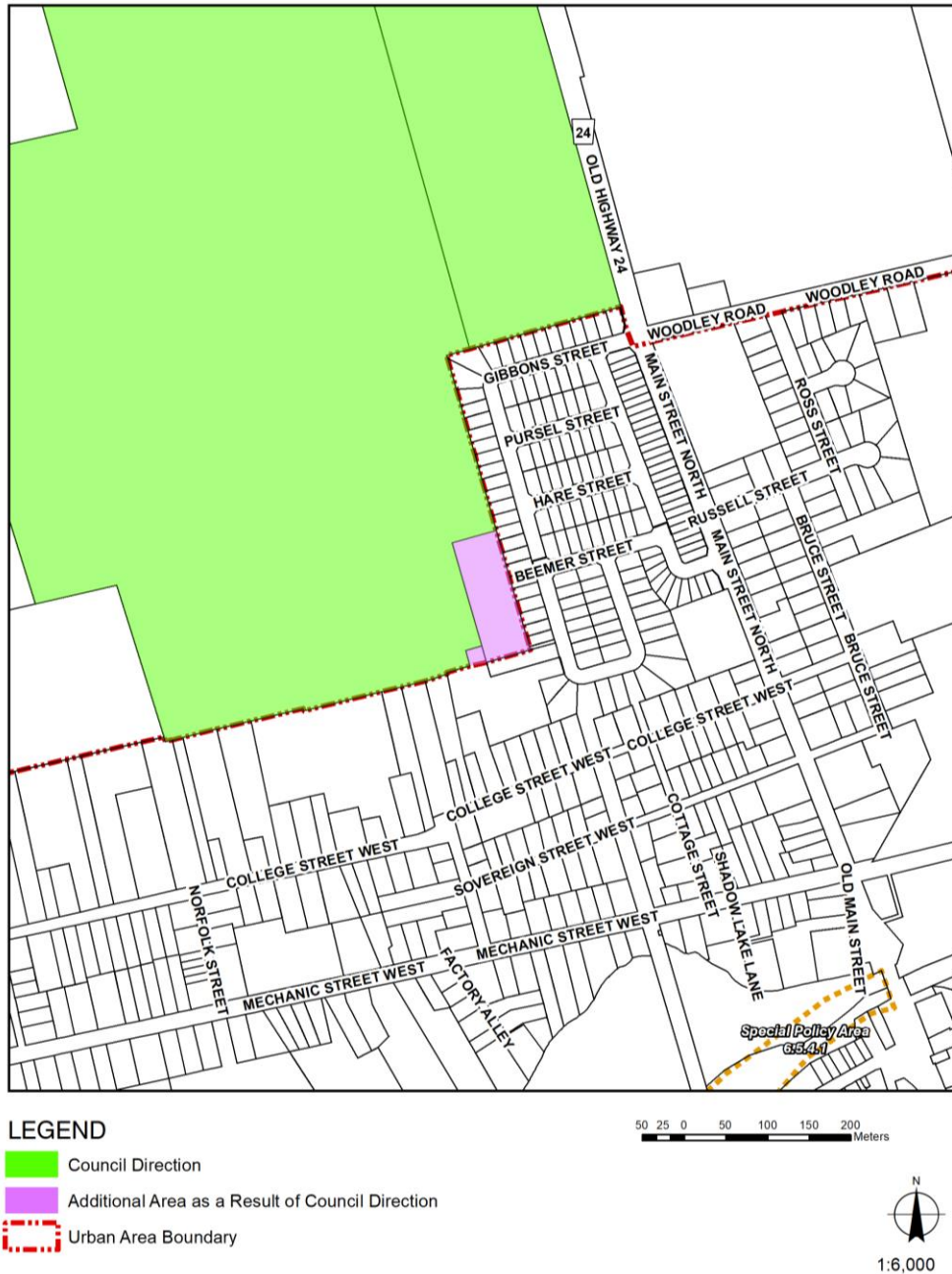





Figure 3 identifies two portions of larger parcels which were not included in the Council direction. The larger portion located to the northeast is designated Agricultural and zoned Open Space. It has a site specific provision, 14.989. It currently contains a Stormwater Management Pond. The parcel with the portion more to the west is almost entirely designated Urban Residential. The entire parcel is zoned open space with a holding.

Figure 4. Gap in Proposed Urban Area South of Delhi



LEGEND

-  Council Direction
-  Additional Area as a Result of Council Direction
-  Urban Area Boundary

25 12.5 0 25 50 75 100 Meters






1:3,000

Figure 4 depicts gaps that arose when Council directed inclusion was layered over lands in the originally proposed options developed by staff. The majority of the area not included is designated and zoned Provincial Significant Wetland (PSW). A small perimeter around these lands is designated and zoned Hazard Lands. Accordingly the area is made up of a PSW.

Figure 5. Gap in Proposed Urban Area West of Delhi



LEGEND

-  Council Direction
-  Additional Area as a Result of Council Direction
-  Urban Area Boundary

30 15 0 30 60 90 120 Meters



1:3,803

Figure 5 identifies one parcel which was not included in the Council Direction. The lands are located on southwest of Delhi. The land is designated and zoned Agricultural and contains a dwelling.



The Corporation of Norfolk County

By-Law 2024-48

Being a By-Law to Adopt Amendment Number 163 to the Norfolk County Official Plan affecting all lands within Norfolk County in the name of Norfolk County

AND WHEREAS Norfolk County deems it expedient to implement a Growth Strategy for the urban communities in Norfolk County by amending urban boundaries, amending and adding land use designations, amending and adding Employment Area designations, and by amending and adding site specific policies,

Whereas the Council of The Corporation of Norfolk County has considered an amendment to the Norfolk County Official Plan in accordance with the provisions of the Planning Act, R.S.O. 1990, c.P.13 as amended, Sections 26; and

Now therefore the Council of The Corporation of Norfolk County hereby enacts as follows:

1. That amendment number 163 to the Norfolk County Official Plan as set out in the text and Schedule "A" attached hereto is hereby adopted.
2. That the effective date of this By-Law shall be the date of passage thereof.

Enacted and passed this 22nd day of May 2024.

Mayor: A. Martin

County Clerk: G. Scharback

Amendment Number xx to the Norfolk County Official Plan

Part A: Preamble to the Amendment

The purpose of amendment number 163 to the Norfolk County Official Plan is to implement a Growth Strategy for the urban communities in Norfolk County by amending urban area boundaries, amending and adding land use designations, amending and adding Employment Area designations, and by amending and adding site specific policies.

Location of the Lands Affected

The amendment is applicable County-wide. The lands affected are illustrated on attached Schedule A, attached hereto.

Basis of the Amendment

Council approved the Norfolk County Official Plan on May 9, 2006 and the Ministry approved the Plan on December 28, 2008. An Official Plan Review was completed in 2015 which was Ministry approved that same year. To support this work, a Municipal Comprehensive Review was initiated in 2021 in an effort to update the Official Plan to ensure conformity with the Planning Act and to ensure that the plan:

- a) conforms with provincial plans or does not conflict with them, as the case may be;
- b) has regard to the matters of provincial interest listed in section 2; and
- c) is consistent with policy statements issued under subsection 3 (1). 2015, c. 26, s. 24 (1).

The Municipal Comprehensive Review (MCR) of the Plan was officially launched on June 8, 2021 when Council-in-Committee was presented CS 21-47, Growth Management Study Kick-off and Terms of Reference. The review process was divided into two phases. Phase 1 was to develop a Growth Strategy for the County's six urban areas. Phase 2 of the review process is to deal with all other matters relating to the Official Plan not covered in Phase 1, including but not limited to hamlet area boundary reviews.

This amendment implements the recommendations resulting from the Official Plan Review work completed under the GROW Norfolk project umbrella as documented in CD 23-098, GROW Norfolk Study (Municipal Comprehensive Review), Volume 5: Land Evaluation and Area Review & Volume 6: Preferred Directions and Recommendations.

Phase 1 is intended to bring the County's Official Plan into conformity with the growth policies of the Provincial Policy Statement 2020 (PPS 2020).

Public input for Phase 1 of the Municipal Comprehensive Review work was obtained through a Public Information Centre held at Talbot Gardens on February 8th, 2024. In addition to this, stakeholder meetings were available in person and virtually following the event via a link provided on the project's Engage Norfolk page and via contacting the project team via the project email. Throughout this component of the project and in advance of recommendations going before Council, information regarding the population, household forecasts for the County and for each of the six urban areas was available on the Engage Norfolk website. Draft mapping showing potential changes to urban area boundaries and proposed changes to land use designations was provided following the PIC, with updated mapping being provided in advance of the Special Council Meeting held on April 16, 2024. Various background reports relating to the proposed Growth Norfolk study were also made available on this website.

Part B: The Amendment

That the Norfolk County Official Plan is hereby amended as follows:

Map Schedule Amendment

Courtland

That Schedule A-1, Community Structure, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Courtland, attached hereto, to within the Courtland Urban Area.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 on Schedule 'A' - Courtland, attached hereto, to within the Courtland Urban Area.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by redesignating the lands, shown as Part 4 on Schedule 'A' - Courtland, attached hereto, from Urban Residential to Protected Industrial.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing the lands shown as Part 5 on Schedule 'A' - Courtland, attached hereto, from the Courtland Urban Area Boundary and by redesignating the lands from Agriculture to Protected Industrial.

That Schedule C, Natural Heritage, in the Norfolk County Official Plan is amended by

adding the lands shown as Part 1 & 5 on Schedule 'A' - Courtland, attached hereto, to within the Courtland Urban Area.

That Schedule D, Water Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Courtland, attached hereto, to within the Courtland Urban Area.

That Schedule E, Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Courtland, attached hereto, to within the Courtland Urban Area.

That Schedule I, Active Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Courtland, attached hereto, to within the Courtland Urban Area.

That Schedule J, Natural Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Courtland, attached hereto, to within the Courtland Urban Area.

Delhi

That Schedule A-1, Community Structure, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 5 on Schedule 'A' - Delhi, attached hereto, to within the Delhi Urban Area.

That Schedule A-1, Community Structure, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Delhi, attached hereto, from within the Delhi Urban Area.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 on Schedule 'A' - Delhi, attached hereto, to within the Delhi Urban Area Boundary with Special Policy Area 6.4.k).

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' - Delhi, attached hereto, from the Delhi Urban Area Boundary.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by redesignating the lands, shown as Part 3 on Schedule 'A' - Delhi, attached hereto, from Protected Industrial to Industrial.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing

the lands shown as Part 5 on Schedule 'A' - Delhi, attached hereto, from the Delhi Urban Area Boundary and by redesignating the lands from Agriculture to Protected Industrial.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing the lands shown as Part 6 on Schedule 'A' - Delhi, attached hereto, from the Delhi Urban Area Boundary and by redesignating the lands from Protected Industrial to Agriculture.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by redesignating the lands, shown as Part 9 on Schedule 'A' - Delhi, attached hereto, from Protected Industrial to Urban Residential.

That Schedule C, Natural Heritage, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Delhi, attached hereto, to within the Delhi Urban Area.

That Schedule D, Water Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Delhi, attached hereto, to within the Delhi Urban Area.

That Schedule E, Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Delhi, attached hereto, to within the Delhi Urban Area.

That Schedule I, Active Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Delhi, attached hereto, to within the Delhi Urban Area.

That Schedule J, Natural Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 & 5 on Schedule 'A' - Delhi, attached hereto, to within the Delhi Urban Area.

That Schedule C, Natural Heritage, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Delhi, attached hereto, from within the Delhi Urban Area.

That Schedule D, Water Resources, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Delhi, attached hereto, from within the Delhi Urban Area.

That Schedule E, Transportation, in the Norfolk County Official Plan is amended by

removing the lands shown as Parts 2 & 6 on Schedule 'A' - Delhi, attached hereto, from within the Delhi Urban Area.

That Schedule I, Active Transportation, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Delhi, attached hereto, from within the Delhi Urban Area.

That Schedule J, Natural Resources, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Delhi, attached hereto, from within the Delhi Urban Area.

Waterford

That Schedule A-1, Community Structure, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 5 on Schedule 'A' - Waterford, attached hereto, to within the Waterford Urban Area.

That Schedule A-1, Community Structure, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' - Waterford, attached hereto, from within the Waterford Urban Area Boundary.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 on Schedule 'A' - Waterford, attached hereto, to within the Waterford Urban Area Boundary with Special Policy Area 6.4.k)..

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' - Waterford, attached hereto, from the Waterford Urban Area Boundary.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by redesignating the lands, shown as Part 4 on Schedule 'A' - Waterford, attached hereto, from Urban Residential to Protected Industrial.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing the lands shown as Part 5 on Schedule 'A' - Waterford, attached hereto, from the Waterford Urban Area Boundary and by redesignating the lands from Agriculture to Protected Industrial.

That Schedule C, Natural Heritage, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 5 on Schedule 'A' - Waterford, attached hereto, to within the Waterford Urban Area.

That Schedule D, Water Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 5 on Schedule 'A' - Waterford, attached hereto, to within the Waterford Urban Area.

That Schedule E, Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 5 on Schedule 'A' - Waterford, attached hereto, to within the Waterford Urban Area.

That Schedule I, Active Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 5 on Schedule 'A' - Waterford, attached hereto, to within the Waterford Urban Area.

That Schedule J, Natural Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 5 on Schedule 'A' - Waterford, attached hereto, to within the Waterford Urban Area.

That Schedule C, Natural Heritage, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' - Waterford, attached hereto, from within the Waterford Urban Area Boundary.

That Schedule D, Water Resources, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' - Waterford, attached hereto, from within the Waterford Urban Area Boundary.

That Schedule E, Transportation, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' - Waterford, attached hereto, from within the Waterford Urban Area Boundary.

That Schedule I, Active Transportation, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' - Waterford, attached hereto, from within the Waterford Urban Area Boundary.

That Schedule J, Natural Resources, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' - Waterford, attached hereto, from within the Waterford Urban Area Boundary.

Simcoe

That Schedule A-1, Community Structure, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 7 on Schedule 'A' - Simcoe, attached hereto, to within the Simcoe Urban Area.

That Schedule A-1, Community Structure, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Simcoe, attached hereto, from within the Simcoe Urban Area Boundary.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by adding the lands shown as Part 1 on Schedule 'A' - Simcoe, attached hereto, to within the Simcoe Urban Area Boundary with Special Policy Area 6.4.k)..

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' - Simcoe, attached hereto, from the Simcoe Urban Area Boundary.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by redesignating the lands, shown as Part 3 on Schedule 'A' - Simcoe, attached hereto, from Protected Industrial to Industrial.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing the lands shown as Part 6 on Schedule 'A' - Simcoe, attached hereto, from the Simcoe Urban Area Boundary and by redesignating the lands from Protected Industrial to Agriculture.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing the lands shown as Part 7 on Schedule 'A' - Simcoe, attached hereto, from the Simcoe Urban Area Boundary and by redesignating the lands from Agriculture to Major Institutional with Site Specific Policy Area 7.14.3.2.

That Schedule C, Natural Heritage, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 7 on Schedule 'A' - Simcoe, attached hereto, to within the Simcoe Urban Area.

That Schedule C, Natural Heritage, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Simcoe, attached hereto, from within the Simcoe Urban Area Boundary.

That Schedule D, Water Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 7 on Schedule 'A' - Simcoe, attached hereto, to within the Simcoe Urban Area.

That Schedule D, Water Resources, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Simcoe, attached hereto, from within the Simcoe Urban Area Boundary.

That Schedule E, Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 7 on Schedule 'A' - Simcoe, attached hereto, to within the Simcoe Urban Area.

That Schedule E, Transportation, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Simcoe, attached hereto, from within the Simcoe Urban Area Boundary.

That Schedule I, Active Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 7 on Schedule 'A' - Simcoe, attached hereto, to within the Simcoe Urban Area.

That Schedule I, Active Transportation, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Simcoe, attached hereto, from within the Simcoe Urban Area Boundary.

That Schedule J, Natural Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Parts 1 & 7 on Schedule 'A' - Simcoe, attached hereto, to within the Simcoe Urban Area.

That Schedule J, Natural Resources, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 & 6 on Schedule 'A' - Simcoe, attached hereto, from within the Simcoe Urban Area Boundary.

Port Dover

That Schedule A-1, Community Structure, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' – Port Dover, attached hereto, from within the Port Dover Urban Area Boundary.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by removing the lands shown as Part 2 on Schedule 'A' – Port Dover, attached hereto, from the Port Dover Urban Area Boundary.

That Schedule C, Natural Heritage, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 on Schedule 'A' – Port Dover, attached hereto, from within the Port Dover Urban Area Boundary.

That Schedule D, Water Resources, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 on Schedule 'A' – Port Dover, attached hereto, from within the Port Dover Urban Area Boundary.

That Schedule E, Transportation, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 on Schedule 'A' – Port Dover, attached hereto, from within the Port Dover Urban Area Boundary.

That Schedule I, Active Transportation, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 on Schedule 'A' – Port Dover, attached hereto, from within the Port Dover Urban Area Boundary.

That Schedule J, Natural Resources, in the Norfolk County Official Plan is amended by removing the lands shown as Parts 2 on Schedule 'A' – Port Dover, attached hereto, from within the Port Dover Urban Area Boundary.

Norfolk North

That Schedule A-1, Community Structure, in the Norfolk County Official Plan is amended by adding the lands shown as Part 8 on Schedule 'A' – Norfolk North, attached hereto, from within the Norfolk North Hamlet Area Boundary.

That Schedule B, Land Use, in the Norfolk County Official Plan is amended by adding the lands shown as Part 8 on Schedule 'A' – Norfolk North, attached hereto, to within the Norfolk North Hamlet Area Boundary and by redesignating the lands from Agriculture to Protected Industrial.

That Schedule C, Natural Heritage, in the Norfolk County Official Plan is amended by adding the lands shown as Part 8 on Schedule 'A' – Norfolk North, attached hereto, from within the Norfolk North Hamlet Area Boundary.

That Schedule D, Water Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Part 8 on Schedule 'A' – Norfolk North, attached hereto, from within the Norfolk North Hamlet Area Boundary.

That Schedule E, Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Part 8 on Schedule 'A' – Norfolk North, attached hereto, from within the Norfolk North Hamlet Area Boundary.

That Schedule I, Active Transportation, in the Norfolk County Official Plan is amended by adding the lands shown as Part 8 on Schedule 'A' – Norfolk North, attached hereto, from within the Norfolk North Hamlet Area Boundary.

That Schedule J, Natural Resources, in the Norfolk County Official Plan is amended by adding the lands shown as Part 8 on Schedule 'A' – Norfolk North, attached hereto, from within the Norfolk North Hamlet Area Boundary.

Text Amendment

1. That the following text be deleted from Section 1.1 Purpose of the Official Plan:

The Norfolk County Official Plan is the principal land use planning tool used to manage growth and development within the County to the year 2036. The purpose of the Plan is to provide a policy framework to guide economic, environmental and social decisions that have implications for the use of land. The County Official Plan is also expected to provide a guide to senior levels of government and other public agencies in the preparation of plans having an impact on Norfolk County. Private interests shall also be guided by the land use and development policies of this Plan.

The purpose of the Official Plan is to:

- a) Provide an overall policy framework to guide and manage the maintenance, rehabilitation, growth and development of Norfolk County to ensure a sustainable living environment that meets the needs of the community over a 20-year planning horizon. It is recognized, however, that there are certain very long-term planning goals set out in this Plan that may take longer than 20 years to achieve.
- b) Promote the orderly growth and economic development of Norfolk County through the logical, efficient and cost-effective distribution of land uses that will safeguard the health, convenience and economic well-being of residents, businesses and visitors.
- c) Reduce uncertainty in the public and private sectors regarding future development by establishing clear development principles and policies, and land use designations.
- d) Provide guidance to Council in determining the appropriate future actions relating to physical change, development and improvement within the County.
- e) Recognize the financial position of the County and promote a satisfactory, long-term balance in assessment and, to the extent possible, ensure the financial sustainability of the County.

- f) Establish goals, objectives and policies to: reconcile existing conditions; maintain the ability of the County to provide appropriate services; and respond to local aspirations in consideration of variables such as population and economic change.
- g) Define the measures and means of implementing, monitoring, reviewing and updating the policies and schedules of this Plan, including such matters as amendments to this Plan, secondary plans, community improvement plans, the Zoning By-law, plans of subdivision and condominium, consents to sever land, site plan control, infrastructure and servicing.
- h) In conjunction with adjacent municipalities and other authorities, assist in coordinating and integrating planning activities with cross-jurisdictional implications, such as ecosystem, shoreline and watershed planning; natural heritage planning; management of resources; transportation and infrastructure planning; regional economic development; cultural heritage planning, air and water quality monitoring; and waste management.

And by substituting in its stead the following:

The Norfolk County Official Plan is the principal land use planning tool used to manage growth and development within the County to the year 2048. The purpose of the Plan is to provide a policy framework to guide economic, environmental and social decisions that have implications for the use of land. The County Official Plan is also expected to provide a guide to senior levels of government and other public agencies in the preparation of plans having an impact on Norfolk County. Private interests shall also be guided by the land use and development policies of this Plan.

The purpose of the Official Plan is to:

- a) Provide an overall policy framework to guide and manage the maintenance, rehabilitation, growth and development of Norfolk County to ensure a sustainable living environment that meets the needs of the community over a 25-year planning horizon. It is recognized, however, that there are certain very long-term planning goals set out in this Plan that may take longer than 25 years to achieve.
- b) Promote the orderly growth and economic development of Norfolk County through the logical, efficient and cost-effective distribution of land uses

that will safeguard the health, convenience and economic well-being of residents, businesses and visitors.

- c) Reduce uncertainty in the public and private sectors regarding future development by establishing clear development principles and policies, and land use designations.
 - d) Provide guidance to Council in determining the appropriate future actions relating to physical change, development and improvement within the County.
 - e) Recognize the financial position of the County and promote a satisfactory, long-term balance in assessment and, to the extent possible, ensure the financial sustainability of the County.
 - f) Establish goals, objectives and policies to: reconcile existing conditions; maintain the ability of the County to provide appropriate services; and respond to local aspirations in consideration of variables such as population and economic change.
 - g) Define the measures and means of implementing, monitoring, reviewing and updating the policies and schedules of this Plan, including such matters as amendments to this Plan, secondary plans, community improvement plans, the Zoning By-law, plans of subdivision and condominium, consents to sever land, site plan control, infrastructure and servicing.
 - h) In conjunction with adjacent municipalities and other authorities, assist in coordinating and integrating planning activities with cross-jurisdictional implications, such as ecosystem, shoreline and watershed planning; natural heritage planning; management of resources; transportation and infrastructure planning; regional economic development; cultural heritage planning, air and water quality monitoring; and waste management.
2. That the following text be deleted from Section 1.2 Context of the Official Plan:
- a) Norfolk County (the County) was established on January 1, 2001, and consists of the western portion of the former Regional Municipality of Haldimand-Norfolk. The creation of Norfolk County brought together the Townships of Norfolk and Delhi, the Town of Simcoe, and the westerly portion of the City of Nanticoke. Norfolk County forms part of the southern coast of

Ontario on Lake Erie, and abuts the Six Nations of the Grand River Territory and Haldimand County to the east, Brant and Oxford Counties to the north and Elgin County to the west.

- b) In 2002, Norfolk County began a process to prepare a new Official Plan. The new Official Plan consolidated and replaced the five official plans in effect at the time of the amalgamation of the County, but also incorporated the results of a comprehensive visioning and strategic planning exercise to address issues and challenges facing the County. The Plan was approved by Council on May 9, 2006 (By-law 6-OP-2006) and approved by the Ministry of Municipal Affairs and Housing, with modifications, on December 28, 2008. Section 11, the Lakeshore Special Policy Area Secondary Plan was adopted by Council in 2009 as part of the Official Plan. The Plan has also been amended by Council in response to applications submitted by property owners, to deal with specific planning issues and in response to legislative updates.
- c) In January 2015, Norfolk County began the process of reviewing the Official Plan, in accordance with Section 26 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended. Following an extensive public consultation program as well as the statutory public meeting mandated by the *Planning Act*, review by provincial ministries and agencies, the Plan has been updated to address current community challenges and issues.

And by substituting in its stead the following:

- a. Norfolk County (the County) was established on January 1, 2001, and consists of the western portion of the former Regional Municipality of Haldimand-Norfolk. The creation of Norfolk County brought together the Townships of Norfolk and Delhi, the Town of Simcoe, and the westerly portion of the City of Nanticoke. Norfolk County forms part of the southern coast of Ontario on Lake Erie, and abuts the Six Nations of the Grand River Territory and Haldimand County to the east, Brant and Oxford Counties to the north and Elgin County to the west.
- b. In 2002, Norfolk County began a process to prepare a new Official Plan. The new Official Plan consolidated and replaced the five official plans in effect at the time of the amalgamation of the County, but also incorporated the results of a comprehensive visioning and strategic planning exercise to address issues and challenges facing the County. The Plan was

approved by Council on May 9, 2006 (By-law 6-OP-2006) and approved by the Ministry of Municipal Affairs and Housing, with modifications, on December 28, 2008. Section 11, the Lakeshore Special Policy Area Secondary Plan was adopted by Council in 2009 as part of the Official Plan. The Plan was also amended by Council in response to applications submitted by property owners, to deal with specific planning issues and in response to legislative updates.

- c. Beginning in 2015, the Official Plan underwent review, in accordance with Section 26 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended. This was adopted and approved in 2018. Further to this update, a municipal comprehensive review was initiated in 2021, in accordance with Section 26 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended. This comprehensive review was paired with a broader growth management study entitled "GROW Norfolk" which completed in 2023. Following an extensive public consultation program as well as the special council meeting mandated by the *Planning Act*, the Plan has been updated to address the needs of Norfolk County both present and future, based on this extensive body of work. This is intended to further provided a base for the 10-year update expected in 2028.
3. That the following text be deleted from Section 1.3 Basis for the Official Plan:

The basis for the Official Plan is outlined as follows:

- a) This Plan is based on sustainability principles, which rose out of visioning and strategic planning sessions. The principles of sustainability applied to this Plan ensure an interconnected and balanced approach to public policy, focussing on efforts to ensure continued economic vitality, maintain healthy communities and enhance the County's natural heritage and the relationship of these matters to growth management and land use planning. The goals, objectives, and policies of the Plan, while divided into distinct sections, represent a balanced approach to planning, designed to promote the vital link between community, economy and environment.
- b) This Plan is based on background information and analysis relating to growth management including transportation, housing, community facilities and servicing; land use; agriculture; economic development; commercial and industrial activities; cultural heritage and the natural

environment. This information was developed and presented at a visioning workshop which led to the preparation of background reports including the County's vision document entitled *Norfolk County in 2026 – A Scenario*, leading to Council's adoption of the Official Plan in 2006. A Five-Year Review of the Official Plan was completed in 2017. In support of the Five-Year Review, background reports were prepared on population and employment growth, agricultural land, commercial and industrial activities, residential land needs, the County's strategic planning documents, and a review of the Provincial Policy Statement.

- c) This Plan, as originally approved by County Council, was based on the results of a comprehensive visioning, strategic planning and community engagement program involving Norfolk County community members throughout the process. Community Engagement was an integral component of the Five-Year Official Plan Work Program. The engagement opportunities included stakeholder interviews, workshops, surveys, newsletters, social media, website updates, sharing of information, calls for submissions and formal public meetings as required under the *Planning Act*.
- d) This Plan is based on a 20-year planning period to the year 2036. However, in accordance with the requirements of the *Planning Act*, the County will review the Plan at a minimum of 5-year intervals to determine if amendments are required.
- e) As the basis for development and growth policies, County Council has endorsed population and employment forecast of approximately 70,900 residents and 24,900 jobs for 2036, based on the Population Projection Study, 2014. The population and employment forecasts will be reviewed on a regular basis so that the County can respond to changing circumstances and conditions. A conservative approach has been used to assess the financial implications of expected population and employment changes so that the County's financial policies are appropriate and to ensure financial sustainability.
- f) The Plan provides a policy framework to manage the growth and development of the County to ensure a sustainable living environment that meets the needs of the community over a 20-year planning timeframe. It is recognized, in the policies of this Plan, however, that some planning activities require a much longer view than the 25-year horizon permitted

by Provincial policy. The Plan promotes the logical, efficient and cost effective distribution of land uses and services to safeguard the health, convenience and economic well-being of residents, businesses and visitors.

- g) Lands designated for development, but currently vacant in the existing Urban Areas and Hamlet Areas, as identified on Schedule “A”, Community Structure of this Plan, represent a logical location for new development within the County and is adequate to meet the anticipated demand for future development over the planning period to 2048. The need for additional land to be designated for urban development will be evaluated through a comprehensive review.
- h) This Plan encourages orderly development, redevelopment, infill and intensification and discourages the undue extension of municipal services and expansion of urban boundaries.
- i) This Plan promotes the maintenance, improvement and conservation of the built heritage and cultural heritage landscapes heritage of the Downtown Areas and main streets of Simcoe, Port Dover, Delhi, Waterford and Port Rowan as the predominant social, cultural and community foci of the County. This Plan further promotes these areas as unique mixed commercial, office, residential areas that act as commercial, cultural, recreational and entertainment focal points in the County.
- j) This Plan supports minor infilling within the Hamlet Areas, subject to servicing and environmental appropriateness to maintain and enhance these communities as support centres for rural and agricultural activities.
- k) This Plan promotes and protects the agricultural character and economy of the County by providing for the continued viability of agricultural areas, the agricultural industry, and agricultural communities. This Plan supports agricultural practices and provides opportunities for farmers to supplement their incomes through diverse on-farm activities that are secondary to farm operations. This will be accomplished in part through the minimization of land use conflicts and the prevention of non-agricultural urban uses outside of the Urban Areas. Furthermore, the Plan seeks to minimize the expansion of urban uses, and the establishment of non-agricultural uses in prime agricultural areas.

- l) This Plan provides the basis for the development of secondary plans to address growth and development issues unique to specific areas of the County, such as the lakeshore area and the Urban Areas.
- m) Land subject to environmental hazards and/or physical limitations such as poor drainage, organic soils, flood susceptibility, erosion, and steep slopes are protected in order to preserve and conserve the interconnected features of the natural environment and to avoid the potential for loss of life and economic investment.
- n) This Plan is based on ensuring the protection, enhancement, diversification and connectivity of Norfolk's Natural Heritage Features, natural heritage functions, and species habitat, as well as the protection of water quality and quantity.
- o) This Plan protects Norfolk's cultural heritage through policies designed to maintain and enhance the County's cultural heritage resources including cultural heritage landscapes, scenic views and rural and small-town character.
- p) The policies of this Plan have been developed within the context of the Provincial Policy Statement, and relevant Provincial legislation and guidelines.

And by substituting in its stead the following:

The basis for the Official Plan is outlined as follows:

- a) This Plan is based on sustainability principles, which rose out of visioning and strategic planning sessions. The principles of sustainability applied to this Plan ensure an interconnected and balanced approach to public policy, focusing on efforts to ensure continued economic vitality, maintain healthy communities and enhance the County's natural heritage and the relationship of these matters to growth management and land use planning. The goals, objectives, and policies of the Plan, while divided into distinct sections, represent a balanced approach to planning, designed to promote the vital link between community, economy and environment.
- b) This Plan is based on background information and analysis relating to growth management including transportation, housing, community facilities and servicing; land use; agriculture; economic development; commercial and

- industrial activities; cultural heritage and the natural environment. This information was developed and presented at a visioning workshop which led to the preparation of background reports including the County's vision document entitled *Norfolk County in 2026 – A Scenario*, leading to Council's adoption of the Official Plan in 2006. A Five-Year Review of the Official Plan was completed in 2017. In support of the Five-Year Review, background reports were prepared on population and employment growth, agricultural land, commercial and industrial activities, residential land needs, the County's strategic planning documents, and a review of the Provincial Policy Statement.
- c) This Plan, as originally approved by County Council, was based on the results of a comprehensive visioning, strategic planning and community engagement program involving Norfolk County community members throughout the process. Community Engagement was an integral component of the Five-Year Official Plan Work Program. The engagement opportunities included stakeholder interviews, workshops, surveys, newsletters, social media, website updates, sharing of information, calls for submissions and formal public meetings as required under the *Planning Act*.
 - d) This Plan is based on a 25-year planning period to the year 2048. However, in accordance with the requirements of the *Planning Act*, the County will review the Plan at a minimum of 5-year intervals to determine if amendments are required.
 - e) As the basis for development and growth policies, County Council has endorsed population and employment forecast of approximately 92,700 residents and 34,100 jobs, based on the Comprehensive Review, 2021-2024. The population and employment forecasts will be reviewed on a regular basis so that the County can respond to changing circumstances and conditions.
 - f) The Plan provides a policy framework to manage the growth and development of the County to ensure a sustainable living environment that meets the needs of the community over a 25-year planning timeframe. It is recognized, in the policies of this Plan, however, that some planning activities require a much longer view than the 25-year horizon permitted by Provincial policy. The Plan promotes the logical, efficient and cost effective distribution of land uses and services to safeguard the health, convenience and economic well-being of residents, businesses and visitors.

- g) Lands designated for development, but currently vacant in the existing Urban Areas and Hamlet Areas, as identified on Schedule "A", Community Structure of this Plan, represent a logical location for new development within the County and is adequate to meet the anticipated demand for future development over the planning period to 2048. The need for additional land to be designated for urban development will be evaluated through a comprehensive review.
- h) This Plan encourages orderly development, redevelopment, infill and intensification and discourages the undue extension of municipal services and expansion of urban boundaries.
- i) This Plan promotes the maintenance, improvement and conservation of the built heritage and cultural heritage landscapes heritage of the Downtown Areas and main streets of Simcoe, Port Dover, Delhi, Waterford and Port Rowan as the predominant social, cultural and community foci of the County. This Plan further promotes these areas as unique mixed commercial, office, residential areas that act as commercial, cultural, recreational and entertainment focal points in the County.
- j) This Plan supports minor infilling within the Hamlet Areas, subject to servicing and environmental appropriateness to maintain and enhance these communities as support centres for rural and agricultural activities.
- k) This Plan promotes and protects the agricultural character and economy of the County by providing for the continued viability of agricultural areas, the agricultural industry, and agricultural communities. This Plan supports agricultural practices and provides opportunities for farmers to supplement their incomes through diverse on-farm activities that are secondary to farm operations. This will be accomplished in part through the minimization of land use conflicts and the prevention of non-agricultural urban uses outside of the Urban Areas. Furthermore, the Plan seeks to minimize the expansion of urban uses, and the establishment of non-agricultural uses in prime agricultural areas.
- l) This Plan provides the basis for the development of secondary plans to address growth and development issues unique to specific areas of the County, such as the lakeshore area and the Urban Areas.

- m) Land subject to environmental hazards and/or physical limitations such as poor drainage, organic soils, flood susceptibility, erosion, and steep slopes are protected in order to preserve and conserve the interconnected features of the natural environment and to avoid the potential for loss of life and economic investment.
 - n) This Plan is based on ensuring the protection, enhancement, diversification and connectivity of Norfolk's Natural Heritage Features, natural heritage functions, and species habitat, as well as the protection of water quality and quantity.
 - o) This Plan protects Norfolk's cultural heritage through policies designed to maintain and enhance the County's cultural heritage resources including cultural heritage landscapes, scenic views and rural and small-town character.
 - p) The policies of this Plan have been developed within the context of the Provincial Policy Statement, and relevant Provincial legislation and guidelines.
4. That the following text be deleted from Section 6.2 Targeting Growth:

Norfolk County's population has historically increased at a very moderate rate. The population, household and employment forecasts in this Plan are based on achieving the County's proactive economic development and tourism objectives.

Projections of population and employment growth are based on assumptions relating to historic population and demographic patterns, fertility and mortality rates, migration trends, housing-related demographic trends and employment levels. County-wide population, household and employment forecasts to 2036 are provided in Table 3.

Changes in the economy or federal immigration policies can have a significant impact on the population and employment forecasts. The policies of the Plan recognize that the forecasts are partially dependent on factors outside of the County's control. Consequently, the County's planning and growth management activities will ensure flexibility to accommodate growth, but will avoid inefficient and costly development patterns.

Table 3: Population, Household and Employment Forecasts to 2036

| | |
|------------|--------|
| | 2036 |
| Population | 70,900 |
| Households | 29,450 |
| Employment | 24,750 |

And by substituting in its stead the following:

Norfolk County's population has historically increased at a very moderate rate. The population, household and employment forecasts in this Plan are based on achieving the County's proactive economic development and tourism objectives.

Projections of population and employment growth are based on assumptions relating to historic population and demographic patterns, fertility and mortality rates, migration trends, housing-related demographic trends and employment levels. County-wide population, household and employment forecasts to 2051 are provided in Table 3.

Changes in the economy or federal immigration policies can have a significant impact on the population and employment forecasts. The policies of the Plan recognize that the forecasts are partially dependent on factors outside of the County's control. Consequently, the County's planning and growth management activities will ensure flexibility to accommodate growth, but will avoid inefficient and costly development patterns.

Table 3: Population, Household and Employment Forecasts to 2051

| | |
|------------|--------|
| | 2051 |
| Population | 92,700 |
| Households | 38,625 |
| Employment | 34,100 |

5. That the following text be deleted from Section 6.3 d) Basis for the Official Plan:

Population, household and employment forecasts to 2036 for each of the six urban areas and for the combined hamlet and rural areas of the County are provided in Table 5. The forecast growth to 2036, as allocated in Table 5, can be accommodated within each of the urban areas and the combined hamlet and rural areas.

And by substituting in its stead the following:

Population, household and employment forecasts to 2051 for each of the six urban areas and for the combined hamlet and rural areas of the County are provided in Table 5. The forecast growth to 2051, as allocated in Table 5, can be accommodated within each of the urban areas and the combined hamlet and rural areas.

6. That the following text be deleted from Table 5:

Table 5: Population, Households and Employment Forecasts by Settlement Areas, 2036

| | 2036 Forecasts | | |
|-------------------------|-----------------------|-------------------|-------------------|
| Settlement Area | Population | Households | Employment |
| Courtland | 1,080 | 430 | 515 |
| Delhi | 5,345 | 2,290 | 2,690 |
| Port Dover | 9,380 | 4,320 | 2,500 |
| Port Rowan | 1,905 | 900 | 290 |
| Simcoe | 17,210 | 7,600 | 10,290 |
| Waterford | 4,850 | 2,000 | 1,225 |
| Hamlets and Rural Areas | 31,160 | 11,850 | 7,240 |
| Norfolk County | 70,930 | 29,390 | 24,750 |

And by substituting in its stead the following:

Applicant Norfolk County
File Number OPNPL2021354
Report Number CD-24-071

Table 5: Population, Households and Employment Forecasts by Settlement Areas, 2051

| Settlement Area | Population | Households | Employment |
|-------------------------|-------------------|-------------------|-------------------|
| Courtland | 3,708 | 1,545 | 1,705 |
| Delhi | 19,467 | 8,111 | 7,161 |
| Port Dover | 10,197 | 4,249 | 1,705 |
| Port Rowan | 3,708 | 1,545 | 1,364 |
| Simcoe | 34,299 | 14,291 | 11,594 |
| Waterford | 14,832 | 6,180 | 5,115 |
| Hamlets and Rural Areas | 6,489 | 2,704 | 5,115 |
| Norfolk County | 92,700 | 38,625 | 34,100 |

7. That the following be added to Section 6.4:

k) Urban Area Boundary Expansion Special Policy Area

- i) To manage growth forecasted over the long-term planning horizon and to guide development and land needs into the future, the County will ensure development growth is staged appropriately and occurs in an orderly manner.
- ii) Further amendments to Schedule B: Land Use and other schedules and policies of this plan shall be facilitated through the completion of a County-led Community Plan and Master Servicing Strategy for each urban area subject to this Special Policy Area
- iii) Notwithstanding Section 6.4 k) iii), the County may consider a private site specific amendment for a specific site or area within an urban area, provided that the proponent conduct studies and develop plans, which would include but are not limited to demonstration that:
 - (1) the land use mix, densities of development and compatibility between different uses, conforms to the policies of this Plan;
 - (2) adequate municipal water and wastewater services can be extended

and upgraded to accommodate the proposed development with the costs to be borne by the developer to the satisfaction of the County;

- (3) there is sufficient reserve capacity in the water treatment and wastewater treatment services to accommodate the identified growth or that such capacity will be available to the lands within five years;
- (4) the stormwater management strategy meets the standards of the County (and the Conservation Authority, as applicable);
- (5) the proposed transportation system, including active transportation routes, meets the standards of the County and can be integrated into the existing transportation network;
- (6) an environmental analysis has been completed and any significant environmental features and appropriate buffer areas to protect those features have been identified;
- (7) a cultural heritage and archaeological assessment has been carried out in consultation with Provincial ministries and local Indigenous communities, and measures to conserve significant cultural heritage and archaeological resources and to mitigate the impact of development on these resources have been identified;
- (8) an Environmental Assessment, where required, has been completed which identifies, evaluates, and chooses optimal means of providing the necessary infrastructure;
- (9) the location of facilities supportive of the proposed development, including open space and parks, schools, places of worship, and commercial facilities are integrated into the proposed development in conformity to the policies of this Plan;
- (10) an agricultural impact analysis has been completed which conforms to the policies of this plan and is completed to the satisfaction of the County; and
- (11) any new development or redevelopment on lands adjacent to existing neighbourhoods shall consider the existing and planned uses of those neighbourhoods, compatibility, connectivity, and services as part of an appropriate mix of uses for Healthy and Complete Communities.

8. That the following site specific policy area be added to Section 7.14 Major Institutional Designation:

7.14.3.2 Simcoe – West Street/Evergreen Hill Institutional Site Specific Policy Area

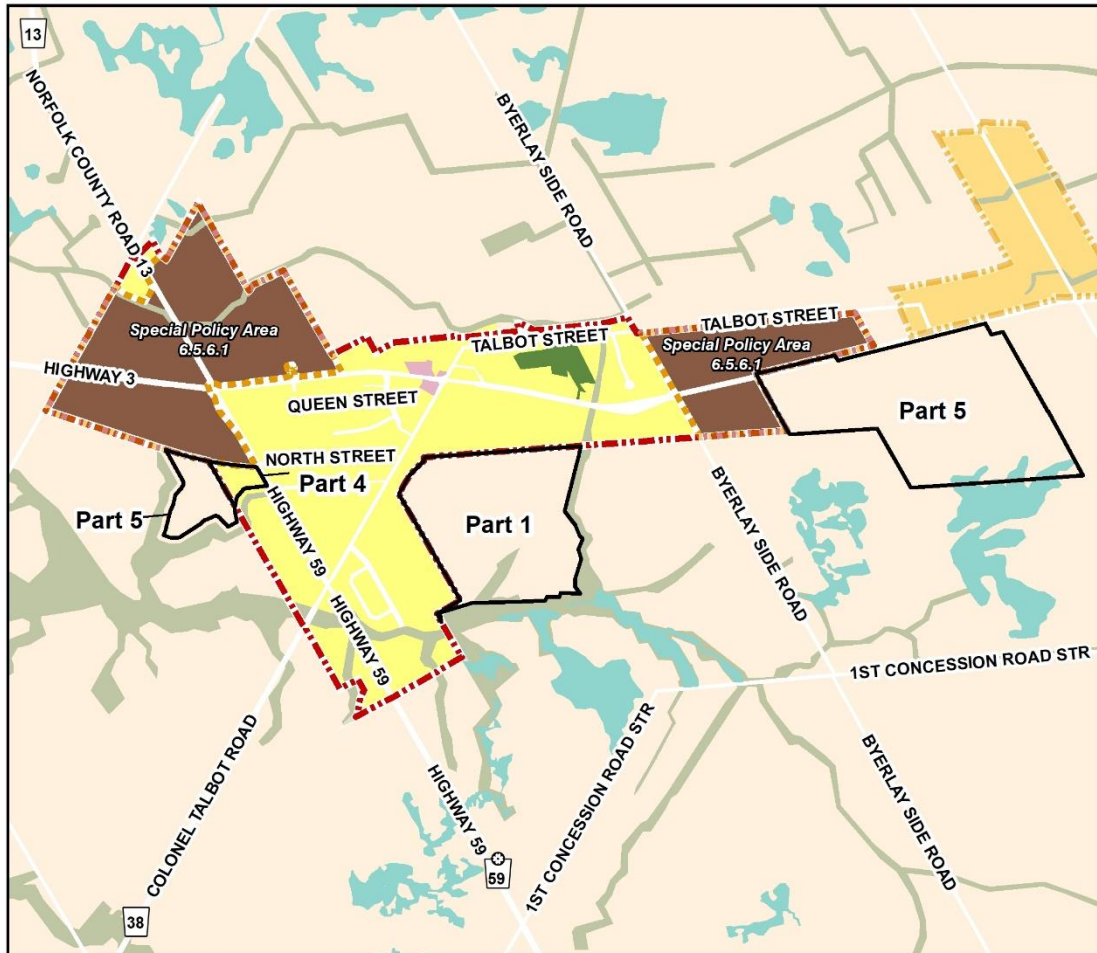
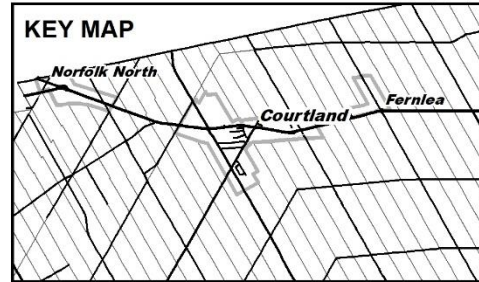
Notwithstanding Sections 7.14.1 and 7.14.2, the following shall be the policy of the County in relation to the Simcoe – West Street/Evergreen Hill Institutional Site Specific Policy Area:

- a) On land designated Major Institutional - Site Specific Policy Area 7.14.3.2 on Schedule "B" to this Plan, in addition to the permitted uses of the Major Institutional Designation, residential use
- b) Residential dwellings, where they are intended to provide accommodation for persons associated with institutional uses, shall be a permitted use.
- c) Notwithstanding the Major Institutional Designation on the lands and the above noted additional uses, development within this area will only be permitted following the completion of a Master Plan. The Master Plan will be considered complete upon approval of Council of the plan.
- d) Prior to the preparation of the Master Plan the County, in consultation with other agencies, shall approve detailed Terms of Reference which Terms shall identify the required studies and plans required, and the scope thereof, as well as public and agency notice, consultation, review and approval requirements and anticipated timelines for approval of the Master Plan.
- e) No applications proposing development (other than land assembly consents) shall be approved unless the Master Plan has been completed and approved by County Council. Council may however allow the concurrent processing of land development applications during the Master Plan review and approval process.
- f) The Master Plan should:
 - i) Illustrate the detailed land uses including the location, type, area, and approximate dimensions of each land use.
 - ii) Identify the location, distribution and land areas required for community facilities, parks, trails and open spaces.
 - iii) Be accompanied and supported by appropriate studies and reports as identified by the Terms of Reference.
- g) Council may approve the Master Plan by resolution and while it does not need to be included as an amendment to the County Official Plan it shall be used as a general guide to the overall development of this Special Policy Area and can be further refined and amended by Council, as necessary.

Part C: Additional Information

This document will be implemented by Norfolk County enacting an appropriate amendment to the Norfolk County Zoning By-Law 1-Z-2014.

SCHEDULE A
Amendment No.
 to the
OFFICIAL PLAN
 for
NORFOLK COUNTY
 in the Urban Area of
Courtland



LEGEND

Subject Lands

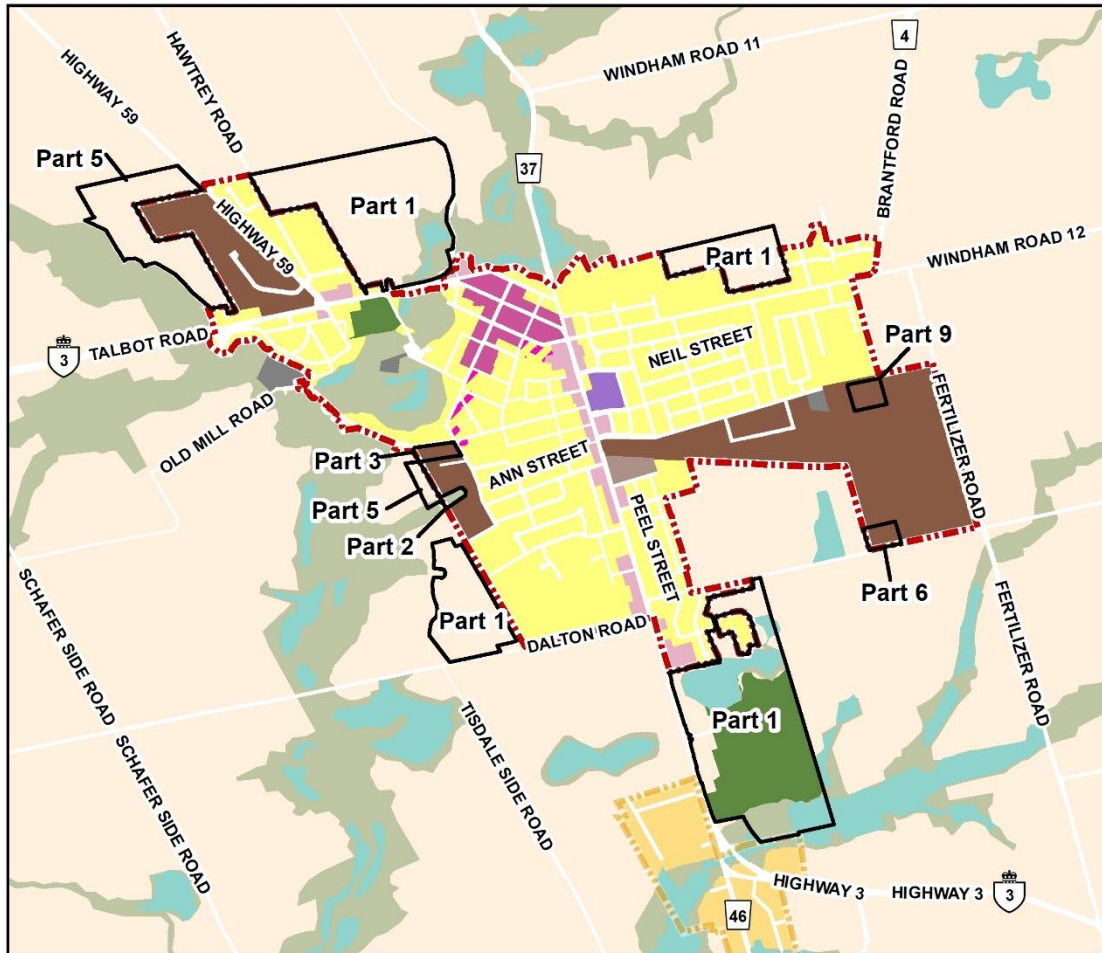
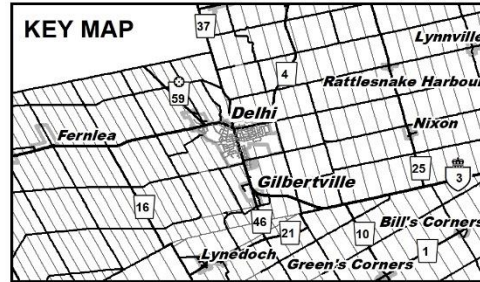
Official Plan Designations

- Agricultural
- Hazard Lands
- Provincially Significant Wetland
- Hamlet
- Urban Residential
- Commercial
- Protected Industrial
- Parks & Open Space
- Urban Area Boundary
- Hamlet Area Boundary
- Special Policy Area

250 125 0 250 500 750 1,000
 Meters



SCHEDULE A
Amendment No.
 to the
OFFICIAL PLAN
 for
NORFOLK COUNTY
 in the Urban Area of
Delhi



LEGEND

Subject Lands

Official Plan Designations

- Agricultural
- Hazard Lands
- Provincially Significant Wetland
- Hamlet
- Urban Residential

- Mixed Residential/Commercial
- Downtown
- Commercial
- Protected Industrial
- Industrial

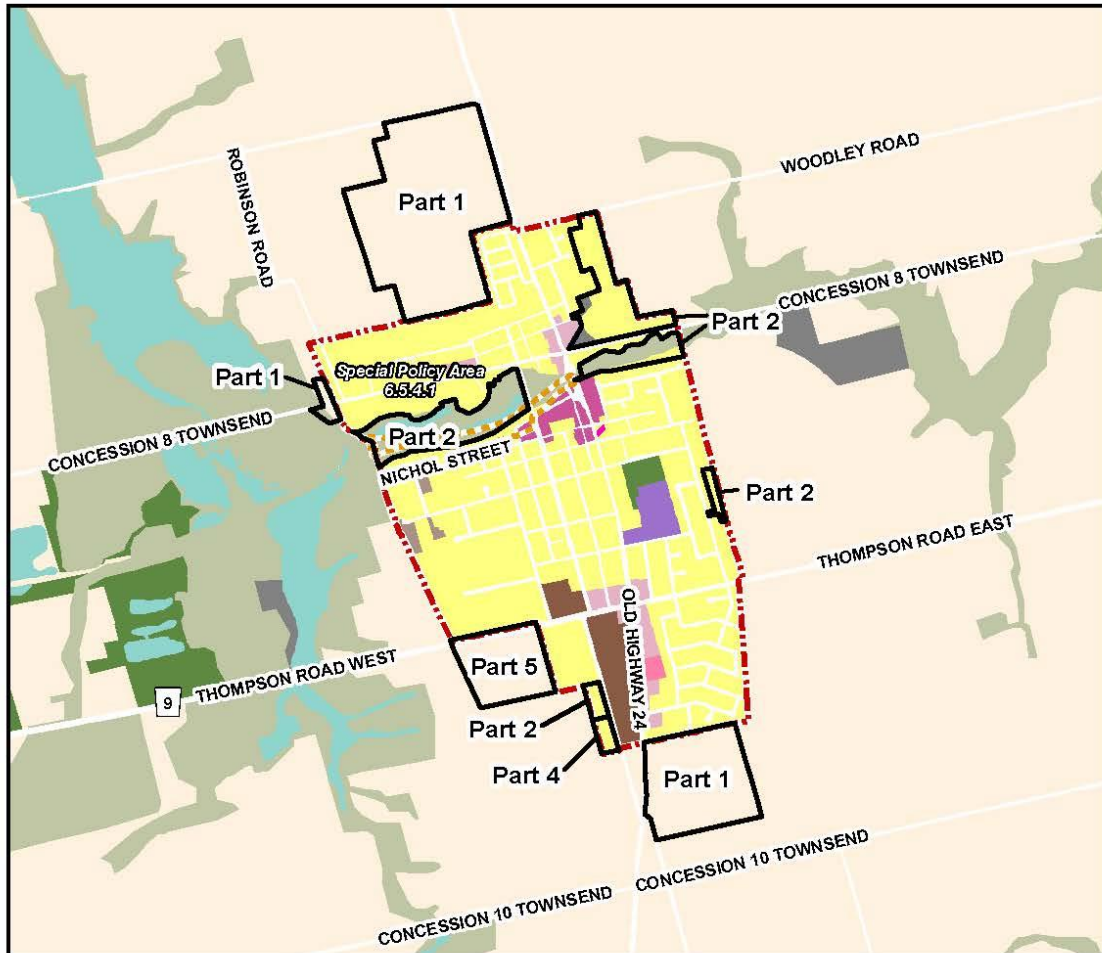
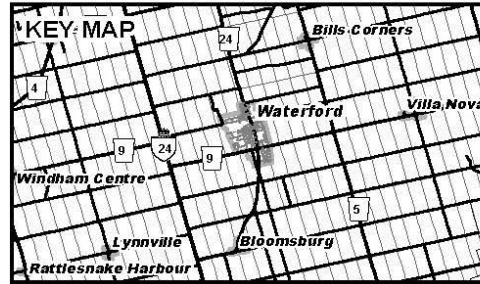
250 125 0 250 500 750 1,000 Meters

- Major Public Infrastructure
- Major Institutional
- Parks & Open Space
- Urban Area Boundary
- Hamlet Area Boundary



1:30,000

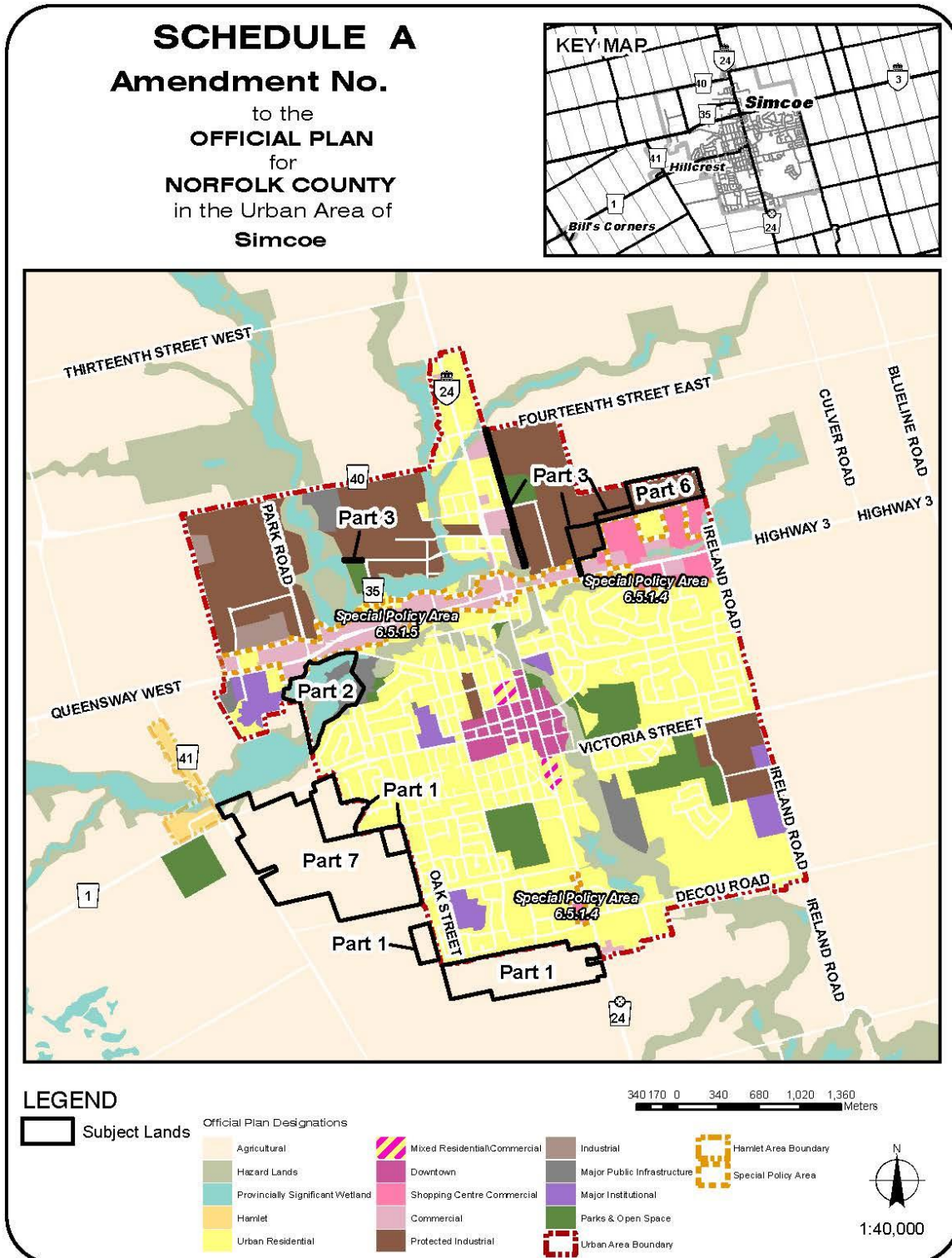
SCHEDULE A
Amendment No.
 to the
OFFICIAL PLAN
 for
NORFOLK COUNTY
 in the Urban Area of
Waterford



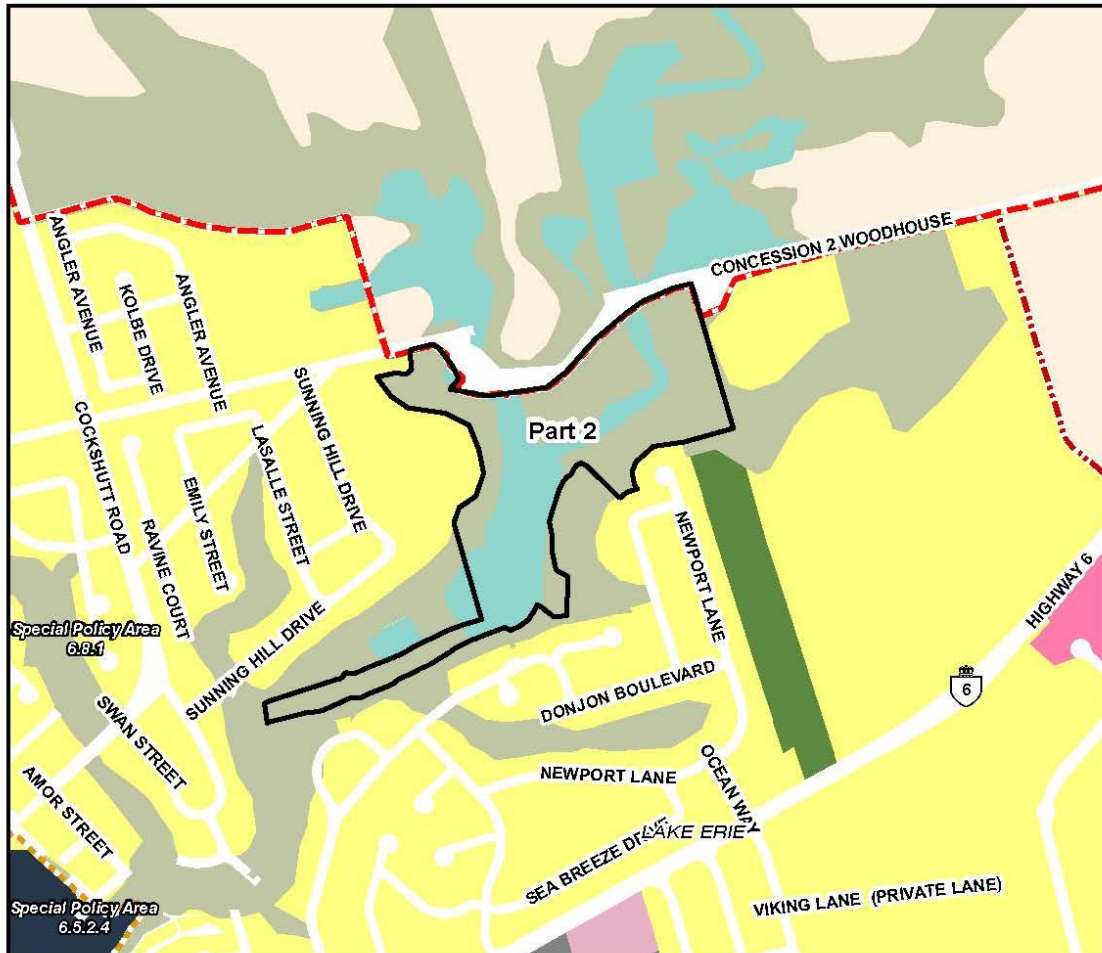
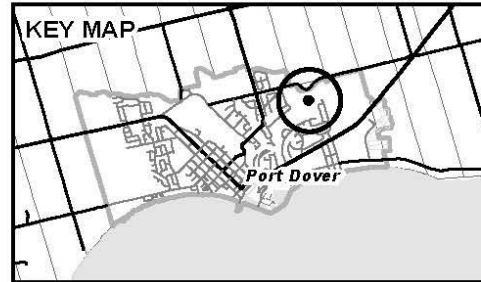
LEGEND

| | | | |
|---------------|---|--|--|
| Subject Lands | Official Plan Designations | | |
| | Agricultural Hazard Lands Provincially Significant Wetland Urban Residential Mixed Residential/Commercial Downtown | Shopping Centre Commercial Commercial Protected Industrial Industrial Major Public Infrastructure Major Institutional | Parks & Open Space Urban Area Boundary Special Policy Area |

N
 1:30,000
 250 125 0 250 500 750 1,000 Meters



SCHEDULE A
Amendment No.
 to the
OFFICIAL PLAN
 for
NORFOLK COUNTY
 in the Urban Area of
Port Dover



LEGEND

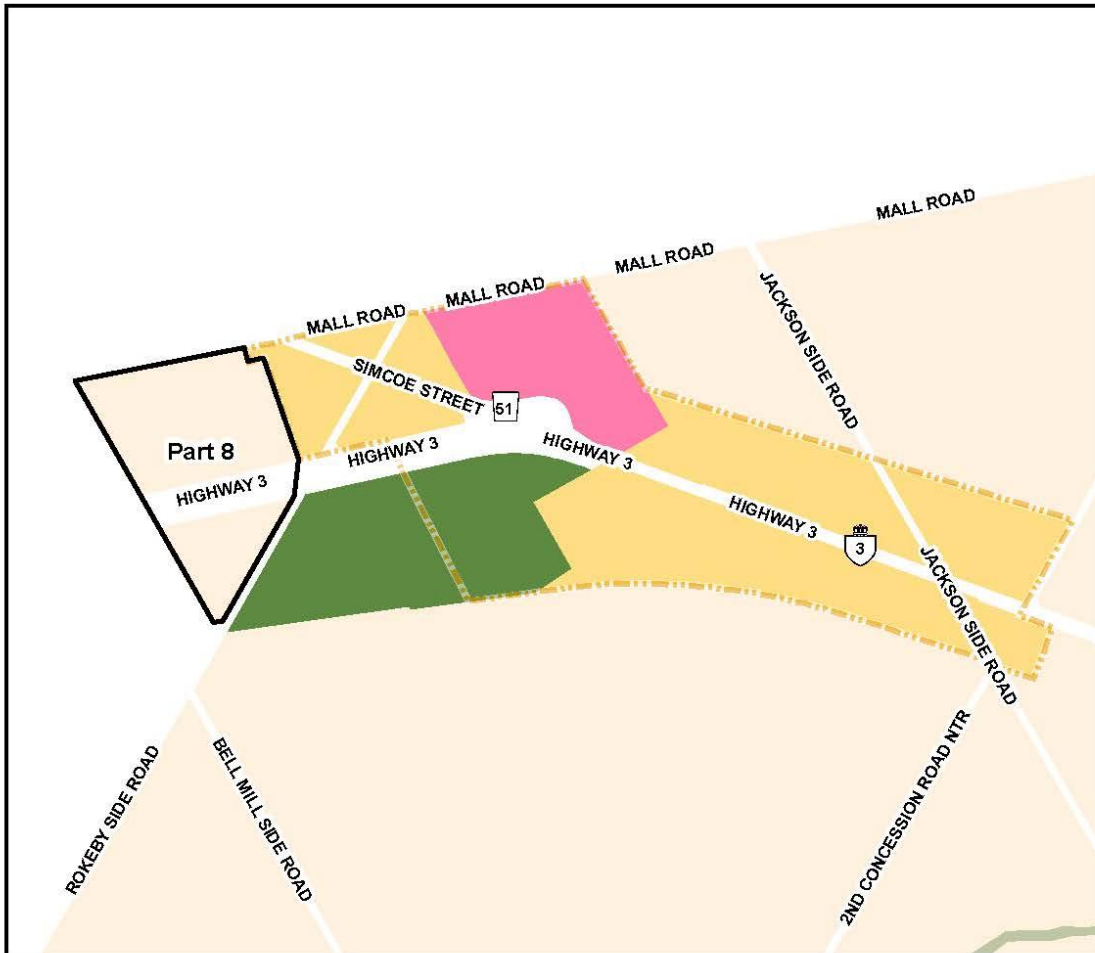
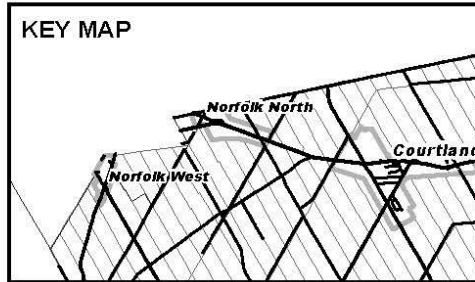
| | | |
|----------------------------|----------------------------------|-----------------------------|
| Subject Lands | Agricultural | Major Public Infrastructure |
| Hazard Lands | Provincially Significant Wetland | Parks & Open Space |
| Urban Residential | Urban Waterfront | Urban Area Boundary |
| Shopping Centre Commercial | Special Policy Area | |
| Commercial | | |

Scale: 90 45 0 90 180 270 360 Meters

North Arrow

1:11,500

SCHEDULE A
Amendment No.
 to the
OFFICIAL PLAN
 for
NORFOLK COUNTY
 in the Hamlet Area of
Norfolk North



LEGEND

| | | |
|---------------|----------------------|----------------------------|
| Subject Lands | Agricultural | Shopping Centre Commercial |
| Hazard Lands | Parks & Open Space | |
| Hamlet | Hamlet Area Boundary | |

12562.5 0 125 250 375 500 Meters





The Corporation of Norfolk County

By-Law 2024-49

Being a By-Law to Confirm the Proceedings of the Council of Norfolk County at this Regular Council Meeting Held on the 22nd Day of May, 2024.

Whereas Section 5 of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, provides that the powers of the Municipal Council shall be exercised by By-Law, unless the municipality is specifically authorized to do otherwise; and

Whereas it is deemed expedient that the proceedings of the Council of Norfolk County at this Regular Council Meeting be confirmed and adopted by By-Law.

Now therefore the Council of The Corporation of Norfolk County hereby enacts as follows:

1. That the actions of the Council of Norfolk County at this Regular Council Meeting held on the 22nd day of May, 2024, in respect of each motion and resolution passed and other action taken by the Council of Norfolk County at this meeting are hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-Law.
2. That the Mayor and proper officials of Norfolk County are hereby authorized and directed to do all things necessary to give effect to the actions of the Council of Norfolk County referred to in the preceding section hereof.
3. That the Mayor and County Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of Norfolk County.

Enacted and Passed this 22nd day of May, 2024.

Mayor: A. Martin

County Clerk: G. Scharback