



## **COUNCIL MEETING AGENDA**

**Thursday, March 14, 2024 immediately following the Statutory Public Meeting  
W & M Edelbrock Centre, 30 Centre Street, Orangeville**

The meeting will be live streamed on YouTube at the following link:

<http://www.youtube.com/@DufferinOne>

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### **1. ROLL CALL**

Verbal roll call by the Clerk.

### **2. APPROVAL OF THE AGENDA**

THAT the Agenda and any Addendum distributed for the March 14, 2024 meeting of Council, be approved.

### **3. DECLARATION OF INTEREST BY MEMBERS**

Members of Council are required to state any pecuniary interest in accordance with the Municipal Conflict of Interest Act.

### **4. APPROVAL OF MINUTES OF THE PREVIOUS MEETING**

THAT the minutes of the regular meeting of Council on February 8, 2024, be adopted.

### **5. PROCLAMATIONS, DELEGATIONS AND PRESENTATIONS**

#### **5.1. Proclamation & Delegation: Amyloidosis Awareness Month**

A delegation from Keith Dares, Canadian Amyloidosis Awareness Network, to delegate regarding Amyloidosis awareness and what patients and caregivers endure.

### **6. PUBLIC QUESTION PERIOD**

Members of the Public in attendance are able to ask a question. If you are unable to attend and would like to submit a question, please contact us at [info@dufferincounty.ca](mailto:info@dufferincounty.ca) or 519-941-2816 ext. 2500 prior to 4:30 p.m. on March 13, 2024.

**7. PRESENTATION AND CONSIDERATIONS OF REPORTS**

**7.1. General Government Services Minutes – February 22, 2024**

THAT the minutes of the General Government Services meeting held on February 22, 2024, and the recommendations set out, be adopted.

GENERAL GOVERNMENT SERVICES – February 22, 2024 – ITEM #1  
Emergency Management Workshop – Wildfires

THAT the report of the Manager of Preparedness, 911 and Corporate Projects, titled 2024 Emergency Management Workshop – Wildfires, dated February 22, 2024, be received.

GENERAL GOVERNMENT SERVICES – February 22, 2024 – ITEM #2  
2023 Investment Activity

THAT the report on 2023 Investment Activity, from the Manager of Corporate Finance, Treasurer, dated February 22, 2024, be received.

GENERAL GOVERNMENT SERVICES – February 22, 2024 – ITEM #3  
2023 Council Remuneration

**REVISED REPORT ATTACHED**

THAT the report on 2023 Statement of Council Remuneration and Expenses Paid, from the Manager of Corporate Finance, Treasurer, dated February 22, 2024, be received.

**7.2. Health and Human Services Minutes – February 22, 2024**

THAT the minutes of the Health and Human Services meeting held on February 22, 2024, and the recommendations set out, be adopted.

HEALTH & HUMAN SERVICES – February 22, 2024 – ITEM #1  
Dufferin Oaks Declaration of Compliance

THAT the report of the Administrator of Dufferin Oaks, dated February 22, 2024, regarding the Declaration of Compliance, be received;

AND THAT Council authorizes the Warden to sign the Declaration on behalf of Council for submission to Ontario Health – Central Region.

HEALTH & HUMAN SERVICES – February 22, 2024 – ITEM #2  
Funding Increase for Community Support Services

THAT the report of the Administrator, dated February 22, 2024, regarding the funding increase to Community Support Services, be received.

HEALTH & HUMAN SERVICES – February 22, 2024 – ITEM #3  
Quarterly Community Services Activity Report – Third & Fourth Quarter 2023

THAT the report of the Director, Community Services, titled Quarterly Community Services Activity Report – Third and Fourth Quarter, 2023, dated February 22, 2024, be received.

HEALTH & HUMAN SERVICES – February 22, 2024 – ITEM #4  
Access and Inclusion Framework and Start Up Grants

THAT the report of the Director, Community Services, titled Access and Inclusion Framework and Start-Up Grants dated February 22, 2024, be received.

HEALTH & HUMAN SERVICES – February 22, 2024 – ITEM #5  
Dufferin Men’s Shelter Update #3

THAT the report of the Director of Community Services, titled Dufferin Men’s Shelter Update 3, dated February 22, 2024, be received.

**7.3. Administrator of Dufferin Oaks’ Report – Additional Staff Request for Dufferin Oaks**

A report from the Administrator of Dufferin Oaks, dated March 14, 2024, to seek a Social Worker as a permanent full-time employee for Dufferin Oaks.

THAT the report of the Administrator of Dufferin Oaks, dated March 14, 2024, regarding the Additional Staff Request for Dufferin Oaks be received;

AND THAT Council Social Worker position be approved as permanent full time;

AND THAT the additional cost for this position in 2024 be funded through the Rate Stabilization Reserve.

**7.4. Senior Planner’s Report – Official Plan Amendment No. 4**

A report from the Senior Planner, dated March 14, 2024, to outline Official Plan Amendment No. 4.

THAT the Dufferin County Official Plan Amendment No. 04 (Municipal Comprehensive Review, Phase III Land Use Policy Framework), dated March 14, 2024, be received;

AND THAT the necessary by-law be presented to County Council to adopt the proposed County of Dufferin Official Plan Amendment No. 04 (Municipal Comprehensive Review, Phase III Land Use Policy Framework);

AND THAT Notice of Adoption of County of Dufferin Official Plan Amendment No. 04 (Municipal Comprehensive Review, Phase III Land Use Policy Framework), be provided in accordance with the Planning Act;

AND THAT the Official Plan Amendment record of adoption be forwarded to the Minister of Municipal Affairs and Housing for approval.

**7.5. Chief Administrative Officer’s Report – Monthly Update from Outside Boards**

A report from the Chief Administrative Officer, dated March 14, 2024, to provide Council with an update of activities from outside boards and agencies.

THAT the report of the Chief Administrative Officer, dated March 14, 2024, with respect to Reports from Outside Boards, be received.

**8. STRATEGIC PLAN UPDATE**

A report from the Chief Administrative Officer, dated March 14, 2024, to provide an update regarding the County’s Strategic Plan implementation.

THAT the report of the Chief Administrative Officer, dated March 14, 2024, with respect to Strategic Plan Monthly Update #5, be received.

**9. CORRESPONDENCE**

**9.1. Environmental Defence**

Correspondence from Environmental Defence, dated February 12, 2024, requesting support regarding a recent Ontario Energy Board (OEB) decision.

**9.2. BDO Canada LLP**

Correspondence from BDO Canada LLP, dated February 22, 2024, to outline the audit planning process.

THAT the correspondence from BDO Canada LLP, dated February 22, 2024, regarding audit planning, be received.

**10. NOTICE OF MOTIONS**

**11. MOTIONS**

**11.1. Moved by Councillor Post**

**WHEREAS Dufferin County Council has identified our desire to create a community where everyone can live and thrive; and**

**WHEREAS the County of Dufferin as the upper tier government is the local service provider for Homelessness Prevention programs; and**

**WHEREAS the volatile economic situation has caused an influx in unhoused people in Dufferin County; and**

**WHEREAS creative solutions and advocacy are required to address the growing issue of homelessness in our community; and**

**WHEREAS a collaborative and comprehensive approach involving both community members and Council representatives working alongside County staff can contribute significantly to the development and implementation of effective solutions;**

**NOW THEREFORE BE IT RESOLVED THAT Dufferin County Council directs staff to establish a Homelessness Task Force and begin recruitment efforts with a proposed start date of Fall 2024 with terms of reference (to be approved by Council) that address the following objectives:**

- 1. To assess the current state of homelessness in Dufferin County, including the factors contributing to the issue**
- 2. To identify and evaluate existing Homelessness Prevention programs and services to determine effectiveness and gaps**
- 3. To explore and develop innovative and sustainable solutions to address homelessness across the County**
- 4. To engage with various stakeholders, including lower tier municipalities, community members, and local organizations currently providing services to ensure diverse perspectives are considered in the discussions**

**5. To provide recommendations to Dufferin County Council for the implementation of effective strategies to prevent and alleviate homelessness**

**FURTHERMORE BE IT RESOLVED THAT the Homelessness Task Force shall consist of a balanced representation, including members from the community with expertise in social services, housing, mental health and addictions, and other relevant areas (i.e. Dufferin Men’s Shelter, Family Transition Place, Choices Youth Shelter, The Lighthouse, etc.).**

**12. CLOSED SESSION**

**13. BY-LAWS**

- 2024-10 A by-law to provide property tax rebates to eligible charities for the years 2023 and 2024.  
Authorization: Council – March 14, 2024
- 2024-11 A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin and Family Transition Place. (Lease Agreement – Mel Lloyd Centre)  
Authorization: Council – March 14, 2024
- 2024-12 A by-law to appoint Mark McConnell as a Building Inspector under the Building Code Act.  
Authorization: Council – March 14, 2024
- 2024-13 A by-law to appoint an acting Chief Building Official. (Doug Kopp, Kristina Millar, Aaron Ryckman, Michael Sutton)  
Authorization: Council – March 14, 2024
- 2024-14 A by-law to adopt Amendment No. 4 to the Official Plan for the County of Dufferin.  
Authorization: Council – March 14, 2024

THAT By-Law 2024-10 through to By-Law 2024-14, inclusive, be read a first, second and third time and enacted.

**14. OTHER BUSINESS**

**15. CONFIRMATORY BY-LAW**

2024-xx      A by-law to confirm the proceedings of the Council of the Corporation of the County of Dufferin at its meeting held on March 14, 2024.

THAT By-Law 2024-xx be read a first, second and third time and enacted.

**16. ADJOURNMENT**

THAT the meeting adjourn.



**DUFFERIN COUNTY COUNCIL MINUTES**

**Thursday, February 8, 2024 at 7:00 pm**

**W & M Edelbrock Centre, 30 Centre Street, Orangeville ON**

**Council Members Present:**

Warden Darren White (Melancthon)  
Councillor John Creelman (Mono)  
Councillor Guy Gardhouse (East Garafraxa)  
Councillor Chris Gerrits (Amaranth)  
Councillor Shane Hall (Shelburne)  
Councillor Earl Hawkins (Mulmur)  
Councillor Janet Horner (Mulmur)  
Councillor Gail Little (Amaranth)  
Councillor James McLean (Melancthon)  
Councillor Wade Mills (Shelburne)  
Councillor Fred Nix (Mono)  
Councillor Lisa Post (Orangeville)  
Councillor Philip Rentsch (Grand Valley)  
Councillor Todd Taylor (Orangeville)

**Council Members Absent:**

Councillor Steve Soloman (Grand Valley)(prior notice)

**Staff Present:**

Sonya Pritchard, Chief Administrative Officer  
Michelle Dunne, Clerk  
Rebecca Whelan, Deputy Clerk  
Aimee Raves, Manager of Corporate Finance, Treasurer  
Scott Burns, Director of Public Works/County Engineer  
Anna McGregor, Director of Community Services  
Rohan Thompson, Director of People & Equity  
Brenda Wagner, Administrator of Dufferin Oaks  
Tom Reid, Chief Paramedic

Warden White called the meeting to order at 7:00 pm.

Warden White announced that the meeting is being live streamed and publicly broadcast.

The recording of this meeting will also be available on our website in the future.



Upcoming committee meetings will be held in the Dufferin Room at 30 Centre St, Orangeville on Thursday, February 22, 2024 at the following times:

Infrastructure and Environmental Services – 9:00 am

General Government Services Committee – 11:00 am

Health & Human Services Committee – 1:00 pm

Community Development & Tourism Committee – 3:00 pm

1. **LAND ACKNOWLEDGEMENT STATEMENT**

Warden White shared the Land Acknowledgement Statement.

2. **ROLL CALL**

The Clerk verbally took a roll call of the Councillors in attendance.

3. **APPROVAL OF THE AGENDA**

**Moved by Councillor Post, seconded by Councillor Nix**

**THAT the Agenda and any Addendum distributed for the February 8, 2024 meeting of Council, be approved.**

**-Carried-**

4. **DECLARATION OF INTEREST BY MEMBERS**

Members of Council are required to state any pecuniary interest in accordance with the Municipal Conflict of Interest Act.

Councillor Taylor declared a pecuniary interest regarding General Government Services Item #5 – Update: Non-Union Total Compensation Review as a family member is employed by the County of Dufferin.

5. **APPROVAL OF MINUTES OF THE PREVIOUS MEETING**

**Moved by Councillor Horner, seconded by Councillor McLean**

**THAT the minutes of the Council meeting of January 11, 2024, and the special meeting of Council of January 25, 2024, be adopted.**

**-Carried-**

## **PROCLAMATIONS, DELEGATIONS AND PRESENTATIONS**

### **6. Delegation: Dufferin Multicultural Foundation**

Gaghan Diwan and Sushil Shundil, Dufferin Multicultural Foundation, delegated to Council to request promotional support, a flag raising and a proclamation in honour of Multicultural Day. Council was supportive of their asks.

### **7. Proclamation & Delegation: Non-Profit Appreciation Week – February 12 – 18, 2024**

Warden White read the following resolution:

**WHEREAS Nonprofit Appreciation Week is an opportunity to say thank you to a sector that goes above and beyond in supporting vulnerable people and strengthening communities;**

**WHEREAS the diversity of nonprofit programs – including food security, housing, mental health, support for seniors, child and youth development, sports and recreation, faith, the environment, and arts and culture – immeasurably enhances our quality of life;**

**WHEREAS there are more than 150 charities and nonprofit organizations serving families and individuals throughout Dufferin County;**

**WHEREAS the people who work at nonprofits are mission-driven and known for their dedication, compassion and leadership;**

**NOW THEREFORE I proclaim February 12 – 18, 2024 to be Non-Profit Appreciation Week in Dufferin County and encourage all residents to show their appreciation to the people who work in our community's nonprofit sector.**

Michele Fisher, Executive Director, and Shirley Boxem, Grants Committee Chair, Dufferin Community Foundation, delegated regarding Non-Profit Appreciation Week and Dufferin Community Foundation role and current activities.

### **8. PUBLIC QUESTION PERIOD**

There were no questions from the public.

## **PRESENTATION AND CONSIDERATIONS OF REPORTS**

### **9. Infrastructure and Environmental Services Minutes – January 25, 2024**

#### **Moved by Councillor Post, seconded by Councillor Nix**

**THAT the minutes of the Infrastructure and Environmental Services meeting held on January 25, 2024, and the recommendations set out, excluding Item #7 – Road Network Rationalization Plan Implementation – January 2024, be adopted.**

**-Carried-**

### **10. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – January 25, 2024 – ITEM #1 Dufferin County Forest – Annual Report**

THAT the report, Dufferin County Forest – Annual Report, dated January 25, 2024, from the Director of Public Works/County Engineer, be received.

### **11. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – January 25, 2024 – ITEM #2 Dufferin County – Oak Wilt Response Plan**

THAT the report, Dufferin County Forest - Oak Wilt Response Plan, dated January 25, 2024, from the Director of Public Works/County Engineer, be received.

### **12. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – January 25, 2024 – ITEM #3 Tri-County Green Development Standard Update – January 2024**

THAT the report, Tri-County Green Development Standard Update – January 2024, dated January 25, 2024, from the Director of Public Works/County Engineer, be received.

### **13. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – January 25, 2024 – ITEM #4 Road & Bridge Capital Update – January 2024**

THAT the report of the Director of Public Works/County Engineer, dated January 25, 2024, Road and Bridge Capital Update – January 2024, be received.

### **14. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – January 25, 2024 – ITEM #5 Corporate Fleet Management Update – January 2024**

THAT the report, Corporate Fleet Management Update – January 2024, dated January 25, 2024, from the Director of Public Works/County Engineer, be received.

- 15. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – January 25, 2024 – ITEM #6  
New Operations Centre Project Update – January 2024

THAT the report, New Operations Centre Project Update – January 2024, dated January 25, 2024, from the Director of Public Works/County Engineer, be received.

- 16. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – January 25, 2024 – ITEM #8  
Town of Mono

THAT the resolution from the Town of Mono, dated December 20, 2023, to call on the Province and municipalities to recycling centres to accept recyclable materials including alcohol containers, household hazardous materials and other items that should be diverted from landfill or incineration, be supported.

- 17. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – January 25, 2024 – ITEM #9  
Town of Mono

THAT resolution from the Town of Mono, dated January 15, 2024, to declare a road safety emergency and request action from the Province, be supported.

- 18. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – January 25, 2024  
ITEM #10 – Association of Ontario Road Supervisors

THAT correspondence from the Association of Ontario Road Supervisors, dated January 8, 2024, to request Council pass a resolution calling on the Province of Ontario’s Ministry of Labour, Training, Immigration and Skilled Trades to fully fund a Municipal Equipment Operator Course in 2024 through the Skills Development Fund, be supported.

- 19. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – January 25, 2024 – ITEM #7  
Road Network Rationalization Plan Implementation – January 2024

**Moved by Councillor Nix, seconded by Councillor Mills**

**THAT the report of the Director of Public Works/County Engineer, dated January 25, 2024, Road Network Rationalization Plan Implementation – January 2024, be received;**

**AND THAT the mechanism for infrastructure transfers from the County to the affected member municipalities be ‘Transfer Infrastructure with Concessions’;**

**AND THAT the financial amounts as presented in the approved Road Network Rationalization Plan be used to determine the concessions.**

**MAIN MOTION IN AMENDMENT**

**THAT the report of the Director of Public Works/County Engineer, dated January 25, 2024, Road Network Rationalization Plan Implementation – January 2024, be received;**

**AND THAT the mechanism for infrastructure transfers from the County to the affected member municipalities be ‘Transfer Infrastructure with Concessions’;**

**AND THAT staff be directed to proceed with the Roads Needs Study in 2024;**

**AND THAT the 2024 Roads Needs Study be funded through the Rate Stabilization Reserve with an estimated cost of \$60,000.**

**-Carried-**

20. **General Government Services Minutes – January 25, 2024**

**Moved by Councillor Gerrits, seconded by Councillor Mills**

**THAT the minutes of the General Government Services meeting held on January 25, 2024, and the recommendations set out, excluding Item #5 – Update: Non-Union Total Compensation Review, be adopted.**

**-Carried-**

21. GENERAL GOVERNMENT SERVICES – January 25, 2024 – ITEM #1  
Headwaters Communities In Action 2023 Year End Report

THAT the 2023 Year-End report from Headwaters Communities In Action (HCIA), dated January 25, 2024, be received.

22. GENERAL GOVERNMENT SERVICES – January 25, 2024 – ITEM #2  
Access Dufferin Minutes

THAT the minutes from the Access Dufferin meeting on January 17, 2024, be adopted.

23. GENERAL GOVERNMENT SERVICES – January 25, 2024 – ITEM #3  
Whistleblower Policy

THAT the report of the Director of People and Equity, dated January 25, 2024, titled Whistleblower Policy, be received;

AND THAT the attached Whistleblower Policy be approved.

24. GENERAL GOVERNMENT SERVICES – January 25, 2024 – ITEM #4  
Harassment & Respectful Workplace Policy

THAT the report of the Director of People and Equity, dated January 25, 2024, titled Harassment & Respectful Workplace Policy, be received;

AND THAT the attached Harassment & Respectful Workplace Policy #2-04-16, be approved.

25. GENERAL GOVERNMENT SERVICES – January 25, 2024 – ITEM #6  
Mulmur-Melancthon Fire Board

THAT the resolution from the Mulmur-Melancthon Fire Board, dated January 16, 2024, regarding the Simucast Radio System Capital Project, be received.

Councillor Taylor declared a pecuniary interest regarding Item #5 – Update: Non-Union Total Compensation Review and left the meeting at 7:47 pm.

26. GENERAL GOVERNMENT SERVICES – January 25, 2024 – ITEM #5  
Update: Non-Union Total Compensation Report

**Moved by Councillor Mills, seconded by Councillor Gardhouse**

**THAT the report of the Director People & Equity, titled Update: Non-Union Total Compensation Review, dated December 14, 2023, be received;**

**AND THAT the changes to total compensation outlined in the report be approved.**

**IN AMENDMENT**

**Moved by Councillor Little, seconded by Councillor Nix**

**THAT the proposed vacation entitlement within the report be reduced by five days at each level.**

A recorded vote was requested and taken as follows:

	Yay	Nay
Councillor Creelman (3)		x
Councillor Gardhouse (2)	x	
Councillor Gerrits (1)	x	
Councillor Hall (2)	x	
Councillor Hawkins (1)	x	
Councillor Horner (1)	x	

	Yay	Nay
Councillor Little (1)	x	
Councillor McLean (1)	x	
Councillor Mills (2)		x
Councillor Nix (2)	x	
Councillor Post (8)	x	
Councillor Rentsch (1)		x
Councillor Soloman (1)	ABSENT	
Councillor Taylor (7)	ABSENT	
Warden White (1)		x
Total (26)	19	7
	<b>-AMENDMENT CARRIED-</b>	

**MAIN MOTION AS AMENDED**

**THAT the report of the Director People & Equity, titled Update: Non-Union Total Compensation Review, dated December 14, 2023, be received;**

**AND THAT the changes to total compensation outlined in the report be approved, as amended.**

A recorded vote was requested and taken as follows:

	Yay	Nay
Councillor Creelman (3)	x	
Councillor Gardhouse (2)	x	
Councillor Gerrits (1)		x
Councillor Hall (2)	x	
Councillor Hawkins (1)	x	
Councillor Horner (1)	x	
Councillor Little (1)	x	
Councillor McLean (1)	x	
Councillor Mills (2)	x	
Councillor Nix (2)	x	
Councillor Post (8)	x	
Councillor Rentsch (1)		x
Councillor Soloman (1)	ABSENT	
Councillor Taylor (7)	ABSENT	
Warden White (1)	x	
Total (26)	24	2

	Yay	Nay
	<b>-MAIN MOTION CARRIED-</b>	

Councillor Taylor rejoined the meeting at 8:42 pm.

Warden White called a brief recess, the meeting resumed at 8:50 pm.

27. **Community Development and Tourism Minutes – January 25, 2024**

**Moved by Councillor Post, seconded by Councillor Gerrits**

**THAT the minutes of the Community Development and Tourism meeting held on January 25, 2024, and the recommendations set out, excluding Item #1 – 2023 International Plowing Match Aggregate Report, be adopted.**

**-Carried-**

28. COMMUNITY DEVELOPMENT & TOURISM – January 25, 2024 – ITEM #2  
2024 Dufferin County Tourism Outlook

THAT the report of the Manager of Economic Development, “2024 Dufferin County Tourism Outlook”, dated January 25, 2024, be received.

29. COMMUNITY DEVELOPMENT & TOURISM – January 25, 2024 – ITEM #3  
Q4 Statistics & 2023 Annual Activities Report

THAT the report of the Acting Museum Services Manager, “Q4 Statistics and 2023 Annual Activities Report”, dated January 25, 2024, be received.

30. COMMUNITY DEVELOPMENT & TOURISM – January 25, 2024 – ITEM #4  
High School Co-op Student Program

THAT the report of the Chief Building Official, “Highschool Co-op Student Program”, dated January 25, 2024, be received.

31. COMMUNITY DEVELOPMENT & TOURISM – January 25, 2024 – ITEM #5  
Building Investigations

THAT the report of the Chief Building Official, “Building Investigations”, dated January 25, 2024, be received.



32. COMMUNITY DEVELOPMENT & TOURISM – January 25, 2024 – ITEM #7  
Township of Amaranth

THAT the resolution from the Township of Amaranth, dated December 19, 2023, regarding terminating the Township of Amaranth and Dufferin County Building Services Agreement, be received.

33. COMMUNITY DEVELOPMENT & TOURISM – January 25, 2024 – ITEM #1  
2023 International Plowing Match Aggregate Report

**Moved by Councillor Mills, seconded by Councillor Post**

**THAT the report of the Manager of Economic Development, “2023 International Plowing Match (IPM) Aggregate Report”, dated January 25, 2024, be received.**

**Moved by Councillor Gerrits, seconded by Councillor Little**

**THAT the report be deferred back to Committee.**

**-Carried-**

34. **Clerks’ Report – Recruitment for Integrity Commissioner**

A report from the Clerk, dated February 8, 2024, to recommend a recruitment process to hire an Integrity Commissioner.

**Moved by Councillor Post, seconded by Councillor Creelman**

**THAT the report from the Clerk, dated February 8, 2024, regarding the recruitment process for an Integrity Commissioner, be received;**

**AND THAT staff be directed to recruit for an Integrity Commissioner through the process outlined in the report;**

**AND THAT the Chief Administrative Officer be authorized to negotiate a contract with the preferred candidate for the position of the Integrity Commissioner.**

**-Carried-**

35. **Chief Administrative Officer’s Report – Monthly Update from Outside Boards**

A report from the Chief Administrative Officer, dated February 8, 2024, to provide Council with an update of activities from outside boards and agencies.

**Moved by Councillor McLean, seconded by Councillor Horner**

**THAT the report of the Chief Administrative Officer, dated February 8, 2024, with respect to Reports from Outside Boards, be received.**

**-Carried-**

36. **Chief Administrative Officer's Verbal Report – Governance and Service Delivery Discussion Framework**

Sonya Pritchard, Chief Administrative Officer, provided a verbal report on options regarding a discussion framework for a Governance and Service Delivery Review.

**Moved by Councillor Mills, seconded by Councillor Post**

**THAT staff proceed with the Governance and Service Delivery Review framework as presented.**

**-Carried-**

37. **STRATEGIC PLAN UPDATE**

There was no strategic plan update.

38. **CORRESPONDENCE**

39. **NOTICE OF MOTIONS**

40. **MOTIONS**

41. **CLOSED SESSION**

42. **BY-LAWS**

2024-07      A by-law to provide tax relief to certain low-income seniors and low-income persons with disabilities, who are owners of real property in the County of Dufferin, for the year 2024.  
Authorization: Council – February 8, 2024

2024-08      A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin and the Shelburne Centre for Health. (Lease Agreement – Mel Lloyd Centre)  
Authorization: Council – February 8, 2024

**Moved by Councillor Nix, seconded by Councillor McLean**

**THAT By-Law 2024-07 through to By-Law 2024-08, inclusive, be read a first, second and third time and enacted.**

**-Carried-**

43. **OTHER BUSINESS**

Warden White noted there will be a Special Meeting of Council under Closed Session to continue the Dufferin County Property and Facility Portfolio Workshop on February 29, 2024.

44. **CONFIRMATORY BY-LAW**

2024-09      A by-law to confirm the proceedings of the Council of the Corporation of the County of Dufferin at its meeting held on February 8, 2024.

**Moved by Councillor Horner, seconded by Councillor Gerrits**

**THAT By-Law 2024-09 be read a first, second and third time and enacted.**

**-Carried-**

45. **ADJOURNMENT**

**Moved by Councillor Gardhouse, seconded by Councillor Mills**

**THAT the meeting adjourn.**

**-Carried-**

The meeting adjourned at 9:43 pm.

Next meeting:      Thursday, February 29, 2024  
Edelbrock Centre, 30 Centre Street, Orangeville ON

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Darren White, Warden

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Michelle Dunne, Clerk



## **GENERAL GOVERNMENT SERVICES COMMITTEE MINUTES**

**Thursday, February 22, 2024 at 11:00 am**

The Committee met at 11:00 am at the W & M Edelbrock Centre, Dufferin Room, 30 Centre Street, Orangeville.

**Members Present:** Councillor John Creelman (Chair)  
Councillor Chris Gerrits  
Councillor Steve Soloman  
Councillor Todd Taylor  
Warden Darren White

**Members Absent:** Councillor Shane Hall  
Councillor James McLean (prior notice)  
Councillor Wade Mills (prior notice)

**Staff Present:** Sonya Pritchard, Chief Administrative Officer  
Michelle Dunne, Clerk  
Rebecca Whelan, Deputy Clerk  
Aimee Raves, Manager of Corporate Finance, Treasurer  
Rohan Thompson, Director of People & Equity  
Steve Murphy, Manager of Preparedness, 911 & Corporate Projects

Chair Creelman called the meeting to order at 11:04 am.

### **LAND ACKNOWLEDGEMENT STATEMENT**

Chair Creelman shared the Land Acknowledgement Statement.

### **ROLL CALL**

The Deputy Clerk verbally took a roll call of the Councillors in attendance.

### **DECLARATIONS OF PECUNIARY INTEREST**

There were no declarations of pecuniary interest.

## **PUBLIC QUESTION PERIOD**

There were no questions from the public.

## **REPORTS**

1. GENERAL GOVERNMENT SERVICES – February 22, 2024 – ITEM #1  
Emergency Management Workshop – Wildfires

A report from the Manager – Preparedness, 911 and Corporate Projects, dated February 22, 2024, to outline an upcoming emergency management workshop focused on wildfires.

**Moved by Warden White, seconded by Councillor Taylor**

**THAT the report of the Manager of Preparedness, 911 and Corporate Projects, titled 2024 Emergency Management Workshop – Wildfires, dated February 22, 2024, be received.**

**-Carried-**

2. GENERAL GOVERNMENT SERVICES – February 22, 2024 – ITEM #2  
2023 Investment Activity

A report from the Manager of Corporate Finance, Treasurer, dated February 22, 2024, to provide an annual report on investment activity and returns, as required per Policy #3-6-9 Investments.

**Moved by Councillor Taylor, seconded by Councillor Gerrits**

**THAT the report on 2023 Investment Activity, from the Manager of Corporate Finance, Treasurer, dated February 22, 2024, be received.**

**-Carried-**

3. GENERAL GOVERNMENT SERVICES – February 22, 2024 – ITEM #3  
2023 Council Remuneration

A report from the Manager of Finance, Treasurer, dated February 22, 2024, to present the Remuneration and Expenses paid to Members of Council, required by Section 284 (1) of the Municipal Act, 2001, for 2023.

**Moved by Councillor Taylor, seconded by Warden White**

**THAT the report on 2023 Statement of Council Remuneration and Expenses Paid, from the Manager of Corporate Finance, Treasurer, dated February 22, 2024, be received.**

**-Carried-**

**ADJOURNMENT**

The meeting adjourned at 11:13 am.

**NEXT MEETING:** Thursday, March 28, 2024  
W & M Edelbrock Centre, Dufferin Room, 30 Centre Street,  
Orangeville ON

Respectfully submitted,

.....  
Councillor John Creelman, Chair  
General Government Services Committee



A community that grows together

Report To: Warden White and Members of County Council

Meeting Date: March 14, 2024

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**Subject: Updated 2023 Statement of Council Remuneration and Expenses Paid**

**From: Aimee Raves, Manager of Corporate Finance, Treasurer**

### **Recommendation**

**THAT the report on updated amounts for 2023 Statement of Council Remuneration and Expenses Paid, from the Manager of Corporate Finance, Treasurer, dated March 14, 2024, be received.**

### **Executive Summary**

The purpose of this report is to present to Council an updated Statement of the Treasurer of the Remuneration and Expenses paid to Members of Council, required by Section 284 (1) of the Municipal Act, 2001, for 2023.

### **Background & Discussion**

A report was presented to the General Government Services Committee on February 22, 2024 regarding Councillor's remuneration and expenses paid for 2023. Following presentation of the report, the Finance department noted an incorrect amount in the chart. The revised chart follows.

### **Financial Impact**

In 2018 Council adopted Policy 1-3-7, for payment of conference costs of Councillors, excluding the member who sits as the Warden (paid from a separate Warden's budget). The Policy sets a limit of \$3,000 per year per member of Council over the term of Council, for a total limit of \$12,000. The exception is the Warden whose expenses are tracked separately. Staff track the expenses annually to ensure adherence to the policy.

**Statement of Council Remuneration and Expenses Paid as Required by Section  
284(1) of the Municipal Act, 2001**

**For the Year 2023**

<b>Council Members</b>	<b>Remuneration Taxable</b>	<b>Mileage</b>	<b>Other Expenses</b>	<b>Total Paid</b>
John Creelman	\$26,622.96	\$317.80		\$26,940.76
Guy Gardhouse	\$25,122.96	\$219.92	\$1,573.20	\$26,916.08
Chris Gerrits	\$26,622.96	\$242.03	\$870.05	\$27,735.04
Shane Hall	\$25,122.96	\$244.28	\$834.43	\$26,201.67
Earl Hawkins	\$25,122.96	\$320.97		\$25,443.93
Janet Horner	\$26,622.96	\$432.28	\$1,418.63	\$28,473.87
Gail Little	\$25,122.96	\$373.26	\$2,207.55	\$27,703.77
James McLean	\$25,122.96	\$217.51	\$1,991.64	\$27,332.11
Wade Mills	\$76,509.00	\$494.56	\$4,406.85	\$81,410.41
Fred Nix	\$25,122.96	\$167.78		\$25,290.74
Lisa Post	\$25,122.96	\$82.74	\$2,643.73	\$27,849.43
Philip Rentsch	\$25,122.96	\$313.40	\$1,852.32	\$27,288.68
Steve Soloman	\$25,122.96	\$170.11		\$25,293.07
Todd Taylor	\$25,122.96	\$160.31	\$1,598.85	\$26,882.12
Darren White	\$31,269.52	\$870.08	\$4,961.31	\$37,100.91
<b>2023 Totals</b>	<b>\$438,877.00</b>	<b>\$4,627.03</b>	<b>\$24,358.56</b>	<b>\$467,862.56</b>

Other Expenses include registration fees for conferences, even though the fees are paid directly to the conference organizers, and are not paid to the member of Council, but rather paid on behalf of the member attending. Also included are expenses for accommodations and travel by means other than by using personal vehicle, for which Mileage is paid.

Common conferences are ROMA, OGRA, AMO, FCM. Warden's Expenses include all items charged to the Warden's budget, thus items other than conference costs may be included.

All payments during 2023 were made pursuant to By-Law 2022-30.



**Council Member Attendance 2023**

	<b>Council</b>	<b>General Government Services</b>	<b>Health and Human Services</b>	<b>Infrastructure and Environment</b>	<b>Community Development and Tourism</b>	<b>Absences</b>
Total Meetings	17	7	8	6	9	
Creelman	16	6			8	3
Gardhouse	17	7	8			0
Gerrits	16	7		6		1
Hall	11	5		5		9
Hawkins	15		7		9	3
Horner	12			6	9	5
Little	16		7		9	2
McLean	15		7	6		3
Mills	17	6	7	5	9	3
Nix	17		7	5		2
Post	16		7		7	4
Rentsch	15	6	8			3
Soloman	14	6		5		5
Taylor	17	7		6		0
White	16		8		9	1

There were 11 regular meetings in 2023 and 6 special meetings.

**In Support of Strategic Plan Priorities and Objectives:**

**Governance** - improve the County's internal and external communication

Respectfully submitted,

Aimee Raves, CPA CMA  
Manager of Corporate Finance, Treasurer

Reviewed by: Sonya Pritchard, Chief Administrative Officer



## **HEALTH & HUMAN SERVICES COMMITTEE MINUTES**

**Thursday, February 22, 2024 at 1:00 pm**

The Committee met at 1:00 pm at the W & M Edelbrock Centre, 30 Centre St, Orangeville.

**Members Present:** Councillor Lisa Post (Chair)  
Councillor Guy Gardhouse  
Councillor Earl Hawkins  
Councillor James McLean (joined at 1:06 pm)  
Councillor Fred Nix  
Councillor Philip Rentsch  
Warden Darren White

**Members Present:** Councillor Gail Little (prior notice)

**Staff Present:** Sonya Pritchard, Chief Administrative Officer  
Michelle Dunne, Clerk  
Rebecca Whelan, Deputy Clerk  
Aimee Raves, Manager of Corporate Finance, Treasurer  
Brenda Wagner, Administrator, Dufferin Oaks  
Anna McGregor, Director of Community Services  
Tom Reid, Chief Paramedic

Chair Post called the meeting to order at 1:00 pm.

### **LAND ACKNOWLEDGEMENT STATEMENT**

Chair Post shared the Land Acknowledgement Statement.

### **ROLL CALL**

The Deputy Clerk verbally took a roll call of Councillors in attendance.

### **DECLARATIONS OF PECUNIARY INTEREST**

There were no declarations of pecuniary interest.

## **PUBLIC QUESTION PERIOD**

There were no questions from the public.

## **REPORTS**

1. HEALTH & HUMAN SERVICES – February 22, 2024 – ITEM #1  
Dufferin Oaks Declaration of Compliance

A report from the Administrator of Dufferin Oaks, dated February 22, 2022, to request authorization to sign the Long Term Care Home Service Accountability Agreement Declaration of Compliance.

**Moved by Warden White, seconded by Councillor Nix**

**THAT the report of the Administrator of Dufferin Oaks, dated February 22, 2024, regarding the Declaration of Compliance, be received;**

**AND THAT Council authorizes the Warden to sign the Declaration on behalf of Council for submission to Ontario Health – Central Region.**

**-Carried-**

2. HEALTH & HUMAN SERVICES – February 22, 2024 – ITEM #2  
Funding Increase for Community Support Services

A report from the Administrator of Dufferin Oaks, dated February 22, 2022, to inform committee members of a recent one time and base funding increase for Community Support Services announced by the Central Region of Ontario Health.

Councillor McLean joined the meeting at 1:06 pm.

**Moved by Warden White, seconded by Councillor Gardhouse**

**THAT the report of the Administrator, dated February 22, 2024, regarding the funding increase to Community Support Services, be received.**

**-Carried**

3. HEALTH & HUMAN SERVICES – February 22, 2024 – ITEM #3  
Quarterly Community Services Activity Report – Third & Fourth Quarter 2023

A report from the Director of Community Services, dated February 22, 2024, to provide Council with quarterly infographics that summarize the work undertaken by the Community Services Department, across Housing Services, Ontario Works and Early Years and Child Care (EYCC) Divisions.

**Moved by Councillor McLean, seconded by Councillor Nix**

**THAT the report of the Director, Community Services, titled Quarterly Community Services Activity Report – Third and Fourth Quarter, 2023, dated February 22, 2024, be received.**

**-Carried-**

4. HEALTH & HUMAN SERVICES – February 22, 2024 – ITEM #4  
Access and Inclusion Framework and Start Up Grants

A report from the Director of Community Services, dated February 22, 2024, to share details about the County's implementation of the Access and Inclusion Framework within the scope of the Canada-Wide Early Learning and Child Care (CWELCC) System.

**Moved by Councillor Gardhouse, seconded by Warden White**

**THAT the report of the Director, Community Services, titled Access and Inclusion Framework and Start-Up Grants dated February 22, 2024, be received.**

**-Carried-**

5. HEALTH & HUMAN SERVICES – February 22, 2024 – ITEM #5  
Dufferin Men's Shelter Update #3

A report from the Director of Community Services, dated February 22, 2024, to provide an update on the Dufferin Men's Shelter.

**Moved by Councillor Nix, seconded by Councillor Hawkins**

**THAT the report of the Director of Community Services, titled Dufferin Men's Shelter Update 3, dated February 22, 2024, be received.**

**-Carried-**

**NOTICE OF MOTION**

6. **Moved by Councillor Post**

**WHEREAS Dufferin County Council has identified our desire to create a community where everyone can live and thrive; and**

**WHEREAS the County of Dufferin as the upper tier government is the local service provider for Homelessness Prevention programs; and**

**WHEREAS the volatile economic situation has caused an influx in unhoused people in Dufferin County; and**

**WHEREAS creative solutions and advocacy are required to address the growing issue of homelessness in our community; and**

**WHEREAS a collaborative and comprehensive approach involving both community members and Council representatives working alongside County staff can contribute significantly to the development and implementation of effective solutions;**

**NOW THEREFORE BE IT RESOLVED THAT Dufferin County Council directs staff to establish a Homelessness Task Force and begin recruitment efforts with a proposed start date of Fall 2024 with terms of reference (to be approved by Council) that address the following objectives:**

- 1. To assess the current state of homelessness in Dufferin County, including the factors contributing to the issue**
- 2. To identify and evaluate existing Homelessness Prevention programs and services to determine effectiveness and gaps**
- 3. To explore and develop innovative and sustainable solutions to address homelessness across the County**
- 4. To engage with various stakeholders, including lower tier municipalities, community members, and local organizations currently providing services to ensure diverse perspectives are considered in the discussions**
- 5. To provide recommendations to Dufferin County Council for the implementation of effective strategies to prevent and alleviate homelessness**

**FURTHERMORE BE IT RESOLVED THAT the Homelessness Task Force shall consist of a balanced representation, including members from the community with expertise in social services, housing, mental health and addictions, and other relevant areas (i.e. Dufferin Men's Shelter, Family Transition Place, Choices Youth Shelter, The Lighthouse, etc.).**

## **ADJOURNMENT**

The meeting adjourned at 1:41 pm.

**NEXT MEETING:** Thursday, March 28, 2024  
W & M Edelbrock Centre, 30 Centre St, Orangeville

Respectfully submitted,

.....  
Councillor Lisa Post, Chair  
Health and Human Services Committee



A community that grows together

Report To: Warden White and Members of County Council

Meeting Date: March 14, 2024

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**Subject: Additional Staff Request for Dufferin Oaks**

**From: Brenda Wagner, Administrator**

### **Recommendation**

**THAT the report of the Administrator of Dufferin Oaks, dated March 14, 2024, regarding the Additional Staff Request for Dufferin Oaks be received;**

**AND THAT Council Social Worker position be approved as permanent full time;**

**AND THAT the additional cost for this position in 2024 be funded through the Rate Stabilization Reserve.**

### **Executive Summary**

Dufferin Oaks' Social Work Service agreement will be ending March 31, 2024. After careful consideration, it was determined that seeking a Social Worker as a permanent full-time employee would provide greater consistency of care to Dufferin Oaks residents.

### **Background & Discussion**

In 2009, Dufferin Oaks introduced Social Work Services which supports residents in the long-term care home. From its introduction, this service has been a contracted service that was awarded through the Procurement Policy. In 2022, in recognition of the value this service brings to our residents, we were able to increase the hours of coverage from 21 hours per week to 35 hours and this requirement was built into the contract at that time. Since May 2023, the provider has not been able to fulfil the full scope of the agreement and notice was provided to the company that effective March 31<sup>st</sup>, 2024, the contract was being terminated. Moving forward, there would be benefit in having this position become an employee of Dufferin County. This would ensure greater

consistency in the service provided to our residents, their families, and staff of the home. This also provides better ability to budget this service as the procurement process may lead to unanticipated increases when the service contract is tendered.

During the 2024 budget process, 4Ps documents were included with the Additional Staffing Requests which provided greater detail regarding the requested position. Although this is not necessarily a new position, a 4Ps assessment has been completed and attached to this report.

### **Financial, Staffing, Legal, or IT Considerations**

The current budget for this position, from April 1<sup>st</sup> to December 31<sup>st</sup>, is \$79,800 and anticipated cost for this position is \$86,975. The additional cost for this position could be absorbed through in year savings or through the Rate Stabilization Reserve. The annualized cost for the 2025 budget will be \$119,315.00.

### **In Support of Strategic Plan Priorities and Objectives**

**Community** - explore opportunities to improve access to healthcare services

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Respectfully Submitted By:

Brenda Wagner  
Administrator, Dufferin Oaks

Attachments: Additional Staff Request for Dufferin Oaks 4Ps Social Work

Reviewed by: Sonya Pritchard, Chief Administrative Officer



# Additional Staffing Request 4Ps Template

## Position (what is the position?)

**Position Title:** Social Worker

**Grade:** 8

**Overview of job responsibilities and duties:**

Working under the direction of the Manager of Program & Support Services will provide support to residents and their family caregivers.

**Reports to who:** Manager of Program Support Services

**Direct reports:** N/A

**Is this role expected to require a new skill set different from current roles:**

This is an existing position that was staffed through a contract service provider.

## Purpose (why is it necessary, what's the risk of not doing it?)

**Is this position a direct result of initiatives in the Strat plan? Which one, how will this position contribute to further the goals and objectives?**

This is an existing position provided through a contracted service provider. While it's not a direct result of the Strategic Plan it does support the County in its commitment to Community and exploring opportunities to improve access to healthcare.

**Is this a new area of responsibility or expansion of a current area or additional support in a current service area or a change to the way services are being delivered?**

Dufferin Oaks residents have benefited from the services of Social Work for a number of years. In 2022 we were able to enhance the provision of service to full time hours in recognition of the positive impact it has on our residents' lives.

**Is there a change in legislation (i.e., CWELLC)? What is it? What's the impact? Qualitative and Quantitative information should be provided?**

While there has not been a change in legislation, the provincial government requires homes to be able to access the services of a Social Worker. Recent funding enhancements have included the Resident Health and Well Being Fund which provides financial support for this role.

**Is this related to an external program/initiative? Is this position providing support to local municipalities or community stakeholders?**

This position is to support Dufferin Oaks' residents and their families.

**Is the need due to an increased level of activity? Are current staff already doing this work? Provide both quantitative and qualitative support when answering?**

Dufferin Oaks has received the services of a Social Worker through a third-party agency since this service was introduced to the Oaks. Challenges over the past year in meeting the requirements of the contract have resulted in the termination of the agreement. After careful consideration, it was determined that seeking a Social Worker as a full-time employee would provide greater consistency of care to our residents.

**What consideration was given to identifying other activities that could be discontinued or scaled back in lieu of adding this role?**

The Social Worker role is a unique and vital role for our residents.

**What challenge or problem does adding this position solve?**

**What challenge or problem is created or continues by not adding the position? Provide quantitative and qualitative data.**

By embedding this position as a permanent, full-time position, we can ensure consistency in the level of service being provided to our residents. There is also great ability to budget for this position compared to a contracted service which may see unplanned increases during the procurement process.

**Does this position address a health and safety concern? Is there a health and safety risk associated with not adding this position?**

The Social Worker promotes quality of life for our residents and advocates on their behalf when they do not have a substitute decision maker.

**Are there any other risks related to not proceeding with this position?**

**Increased liability risk? Risk to maintaining infrastructure, risks to privacy or security, risk to not meeting legislative timelines, etc. Provide supporting data.**

There is always the risk of not meeting legislated requirements under the Fixing Long Term Care Act.

**Are there initiatives or activities that will not proceed or will be delayed without the addition of this position? Can the impact be quantified? What is the qualitative impact?**

As our current agreement expires on March 31<sup>st</sup>, there will be a lapse in service to our residents if we initiate the Request for Proposal (RFP) process.

**How will this work be done without the additional position? What is the impact of that? OT for current staff, delays, staff burnout etc.**

In the interim, some of the responsibilities assigned to the Social Worker could be assigned to other staff but would not have the desired outcome that having a regulated social worker would.

**What other opportunities may this position create?**

Greater consistency of care being provided to our residents.

**Particulars (when will it start, what is the cost)**

**Estimated start date? 2024 Cost? Annualized cost?** This position has been partially filled by the contract service provider since May 2023 and it is the wish to fill it with a full time employee as soon as possible. Costs for this position from April 1<sup>st</sup> to December 31<sup>st</sup> is projected to be approximately \$86,400.00 inclusive of benefits. The current budget for the contracted service plus funding received from the ministry for 2024 is \$79,800.00 which will fund the majority of this position.

2024 Salary and Benefits Cost - \$86,975.00

Annualized cost (2025) - \$119,315.00

**What other costs may be associated with this position (additional admin and IT related costs)?**

As this is an existing position, infrastructure is already in place

**Is there offsetting funding or revenue?**

The Resident Health and Wellbeing fund provides \$1158.00 per month which is funding targeted towards Social Work. The Ministry of Long Term Care has also announced an increase in the Professional Allied Health fund which can also be used to support this role.

**Are there savings from cost avoidance? (reduction in consulting fees)**

No savings from cost avoidance.

**Are there any indirect savings? (less OT, accumulated vacation) Provide details.**

**People (who will benefit)**

**Provide clear explanation about the impact:**

**Internally – other employees**

This position is a key support for our residents and their families. During the 2021 Resident and Family Satisfaction Survey, there were many requests from families to make this role a full-time role which we were able to do in 2022.

**Externally – municipalities, developers, stakeholders, residents, tenants, clients**

This position will support our residents as well as Residents' families and caregivers.

**Show how our values CAICC are supported:**

Collaboration – increased collaboration with team members at Dufferin Oaks

Accountability – ensuring we operate within compliance of the Fixing Long Term Care Act

Innovation – working with team members to be leaders in Long Term Care

Compassion – recognizing that our residents, families and staff require support and ensuring we provide it.

Courage – taking action to provide more dedicated and consistent support for our residents.



A community that grows together

Report To: Warden White and Members of County Council

Meeting Date: March 14, 2024

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**Subject: Dufferin County Official Plan Amendment No. 04**

**From: Silva Yousif, Senior Planner**

### **Recommendation**

**THAT the Dufferin County Official Plan Amendment No. 04 (Municipal Comprehensive Review, Phase III Land Use Policy Framework), dated March 14, 2024, be received;**

**AND THAT the necessary by-law be presented to County Council to adopt the proposed County of Dufferin Official Plan Amendment No. 04 (Municipal Comprehensive Review, Phase III Land Use Policy Framework);**

**AND THAT Notice of Adoption of County of Dufferin Official Plan Amendment No. 04 (Municipal Comprehensive Review, Phase III Land Use Policy Framework), be provided in accordance with the Planning Act;**

**AND THAT the Official Plan Amendment record of adoption be forwarded to the Minister of Municipal Affairs and Housing for approval.**

### **Executive Summary**

The purpose of Official Plan Amendment (OPA) No. 04 is to update the policies of the Official Plan to address general policy input received over the course of the Municipal Comprehensive Review, to respond to the changing needs of residents and businesses in the County, and to simplify and clarify the policies of the Official Plan. The amendment conforms with *A Place to Grow: Growth Plan for the Greater Golden Horseshoe (2020)* and is consistent with the *Provincial Policy Statement, 2020*.

The proposed OPA relates to the following matters:

- Complete communities based on densities and a mix of land uses policies;
- Settlement Area and Boundary Expansion Policies;
- Additional Residential Units general policies;
- Sustainability and Infrastructure management; and
- Policy implementation and administration processes.

## **Background & Discussion**

The Dufferin County Municipal Comprehensive Review (MCR) Phase III OPA relates to the policies of the Official Plan that address general strategy to govern development growth throughout the County in accordance with OPA No. 2 and 3, to respond to the changing needs of residents and businesses in the County, and to simplify and clarify the policies of the Official Plan.

Over the course of preparing the previous amendments (OPA No. 2 and 3) a number of general policy updates were recommended by County staff, local municipalities and the general public. These include updates related to housing options, climate change, implementation and interpretation, Employment Lands, and others.

The amendment involves updating certain key policy definitions to ensure that they align with the policy's intended message and to simplify the policy wording where deemed necessary, with a focus on preserving the policy's clarity and efficacy.

This is the third and last amendment to conclude the County's MCR process in its entirety. Additional future housekeeping amendments may be necessary to maintain conformity with policy statements.

### Approval Process

Upon OPA No. 04 (Phase III OPA) being adopted by County Council, the proposed amendment will be sent to the Ministry of Municipal Affairs and Housing (MMAH) for approval. The Minister has 120 days to review and approve the OPA document and the policies included within. The Minister can also amend the OPA and approve it without consultation, or reject it.

County staff circulated the draft Phase III OPA to Ministry of Municipal Affairs and Housing (MMAH) on October 20, 2023. Although MMAH did not provide written comments on the submission, it is worth noting that the 120-day review period has passed, providing the Council with the opportunity to proceed with the adoption of the OPA. However, it is important to mention that the approval of the Ministry is still necessary to move forward.

On January 31, 2024, County staff received verbal feedback on OPA No. 3 and 4. Feedback received from provincial staff was taken into consideration and reflected in this final OPA policy.

Feedback by the Province mainly focused on further justification of the additional allocations requested by Grand Valley, justification on employment surplus lands in Mono and East Garafraxa, and designation of aggregate resources to employment in the context of OPA No. 3 (Schedules and Maps). Further feedback was received from the Ministry of Municipal Affairs and Housing; the Ministry of Natural Resources and Forestry; Ontario Ministry of Agriculture, Food and Rural Affairs; and the Ministry of Transportation. The feedback mostly targeted the policy context related to the protection of County Natural Heritage, agricultural resources, sustainability and infrastructure growth management, active transportation, public transit, recreation and connectivity.

#### Consultation

Throughout the MCR process, the County has been engaging and consulting with relevant stakeholders, holding more than 70 stakeholder engagement events from meetings with member municipalities, provincial agencies, public information sessions, online presentations, online surveys and Council meetings.

#### Next Steps

Looking ahead, the MCR Project will include additional work that needs to be completed and will be implemented through a series of future County OPAs. These OPAs are intended to be done in a coordinated manner such that they result in an updated County Official Plan that conforms with Provincial direction.

#### Risk

Further detailed and comprehensive analysis might be required by the Province to support future decision making with regards to the additional growth and land allocation in Grand Valley. Although County staff will continue collaborative discussions with the local municipalities to provide clarity and consistency with the Land Needs Assessment (LNA) findings, the Province might choose to revise the additional allocations for Grand Valley which that might affect the County OPA approvals and result in the one of the scenarios listed below:

- Approve all submissions (OPA No. 2, 3 and 4) and implement the LNA as recommended (no additional allocation to Grand Valley).
- Approve all submissions (OPA No. 2, 3 and 4) with the exception of forecasted allocations data for both Population and Employment (OPA No. 2 tables and

- OPA No. 3 maps) to be further evaluated and re-submitted for approval accordingly.
- Approve OPA No. 2 and 4 and request that additional allocations will be treated as secondary plans, where the municipalities undertake a mini MCR process.

Key components of this Phase III work will occur in 2024-2025, including additional technical work to support refinements to the proposed Provincial Planning Statement, the County Strategic Plan and further requirements to adhere to the Provincial direction.

### **Financial, Staffing, Legal, or IT Considerations**

Further budgetary obligation might be required to commence future evaluation requirements to bring the County policy into conformity with the provincial direction.

### **In Support of Strategic Plan Priorities and Objectives**

**Governance** - improve the County's internal and external communication

**Equity** – align programs, services and infrastructure with changing community needs

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Respectfully Prepared Submitted By:

Silva Yousif, PMP, MCIP, RPP, EIT  
Senior Planner

Attachments:

- OPA No. 4 – By-law 2024-14
- Submission from Grand Valley in Response to MMAH Feedback
- Public Open House Presentation – February 14, 2024
- Comments

Reviewed by: Sonya Pritchard, Chief Administrative Officer



# CORPORATION OF THE COUNTY OF DUFFERIN

## BY-LAW NUMBER 2024-14

### A BY-LAW TO ADOPT AMENDMENT NO. 4 TO THE OFFICIAL PLAN FOR THE COUNTY OF DUFFERIN.

WHEREAS the Planning Act, R.S.O. 1990, c.P.13, as amended, permits the County of Dufferin to adopt an Official Plan or amendments thereto;

AND WHEREAS County Council at its meeting on March 14, 2024, decided to adopt County Official Plan Amendment No. 4 to the Dufferin County Official Plan, March 2015;

NOW THEREFOR BE IT ENACTED BY THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN AS FOLLOWS:

1. County Official Plan Amendment No. 4 to the Dufferin County Official Plan, March 2015, consisting of the text attached hereto as Schedule 'A' is hereby adopted.
2. Dufferin County Official Plan Amendment No. 4 is subject to approval by the Minister of Municipal Affairs.
3. Schedule 'A' attached hereto and forming part of this By-law constitutes Dufferin County Official Plan Amendment No. 4.

READ a first, second and third time and finally passed this 14<sup>th</sup> day of March, 2024.

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Darren White, Warden



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Michelle Dunne, Clerk

**AMENDMENT NO. 4**

**TO THE**

**DUFFERIN COUNTY**

**OFFICIAL PLAN**

**Location:** This Official Plan Amendment applies to the entire corporate limits of the County of Dufferin.

**Date:** March 14, 2024

**Approval Authority:** Ontario Ministry of Municipal Affairs and Housing

AMENDMENT NO. 04

To the Dufferin County Official Plan

The attached, constituting Amendment No. 4 to the Dufferin County Official Plan, as authorized by the provisions of Section 22 of the Planning Act, R.S.O. 1990, c.P.13, was adopted by Council of Dufferin County by By-law 2024-14 on the 14th day of March, 2024 in accordance with the Planning Act, R.S.O. 1990, c.P.13.

DRAFT

AMENDMENT NO. 4

To the Dufferin County Official Plan

PART A - THE PREAMBLE - does not constitute part of this Amendment.

PART B - THE AMENDMENT - consisting of the text which constitutes Amendment No. 4

PART C - THE APPENDICES - do not constitute part of this Amendment.

DRAFT

## AMENDMENT NO. 4

### To the Dufferin County Official Plan

#### PART A - THE PREAMBLE

##### 1.0 PURPOSE AND EFFECT

The purpose and effect of the Official Plan Amendment is to update the policies of the Official Plan to address general policy input received over the course of the Municipal Comprehensive Review, to respond to the changing needs of residents and businesses in the County, and to simplify and clarify the policies of the Official Plan. The amendment conforms with A Place to Grow: Growth Plan for the Greater Golden Horseshoe (2020) and is consistent with the Provincial Policy Statement, 2020.

##### 2.0 LOCATION

The Amendment applies to the entire corporate limits of Dufferin County.

##### 3.0 BASIS OF THE AMENDMENT

The County of Dufferin Official Plan was adopted in 2015. New Official Plans are required to be reviewed and updated within ten years of adoption, however the release of an updated Growth Plan in 2017 included a requirement for upper-tier municipalities to update their Official Plans to conform by July 2, 2022.

The County undertook a comprehensive review to update population and employment growth forecasts and update mapping which were implemented through two previous Amendments. Over the course of preparing the previous amendments a number of general policy updates were recommended by County Staff, local municipalities and the general public. These include updates related to housing options, climate change, implementation and interpretation, among others.

#### PART B - THE AMENDMENT

##### 4.0 DETAILS OF THE AMENDMENT

The document known as the Dufferin County Official Plan hereby amended:

- 1) In Section 1.0 by adding “ and implements provincial policy” after “County significance” and by replacing the word “citizens” with “residents”.
- 2) By replacing all instances of “Provincial Policy Statement, 2014” or “PPS, 2014” with “Provincial Policy Statement, 2020” or “PPS, 2020”.
- 3) In Section 1.1.3., by deleting the words up to and including “conducted planning administration”.

- 4) In Section 1.1.3.3), by deleting the words that follow “Dufferin County”.
- 5) By deleting Section 1.1.3.4) and renumbering subsequent sections as appropriate.
- 6) In Section 1.1.4.2), by deleting the words “20 year”, and by replacing the date “2036” with “2051”.
- 7) By inserting the following as a new Section 1.1.4.9):

“Integrate climate change considerations in planning and managing growth to effectively mitigate greenhouse gas emissions and strengthen the County’s resilience in adapting to the evolving climate.”

- 8) In Section 1.1.5.f), by replacing the words “foster the creation of” with “implement”
- 9) In Section 1.1.5.h), by deleting the words “and defining *character*”.
- 10) In Section 1.1.5.j), by deleting the words “which is appropriate to the local context and character”.
- 11) In Section 1.1.5.k), by replacing the word “opportunities” with “options”,
- 12) By replacing all instances of the words “special needs housing” with “supportive housing”.
- 13) In Section 1.1.5.l), by deleting the words “and character”.
- 14) In Section 1.1.5.n), by inserting the words “Active Transportation network of complete streets” following the word “connected”, and by inserting an “s” to the word “trail”.
- 15) In Section 1.1.5.o), by inserting the word “, equitable” following the word “safe”, by replacing the word “tourists” with the word “visitors”, and by inserting the words “mobility and” before “economic development opportunities”.
- 16) In Section 2.0, by deleting the word “three”.
- 17) In Section 3.0 by replacing the words “that are on”, with the word “with”, and by adding the following to the end of the first paragraph: “on partial, or private servicing”.
- 18) In Section 3.1.b), by replacing the words “a 20-year planning horizon”, with “the long-term”.
- 19) In Section 3.1.e), by replacing the words “and of a scale and character of development that is compatible with”, with “to meet the future needs of”.
- 20) In Section 3.2.1 by replacing the first instance of the word “should” with “shall”.
- 21) In Section 3.3.1.e)., by deleting the words “where appropriate”.
- 22) By deleting Section 3.3.1.f) and replacing it with the following:

“f) Local municipalities will establish land use patterns based on densities and a mix of land uses which adhere to the following:

- i. Efficiently use land, resources, *infrastructure* and *public service facilities* which are planned or available.
- ii. Are appropriate for, and efficiently use, the *infrastructure* and *public service facilities* which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion.
- iii. Minimize adverse impacts to air quality and climate change and promote energy efficiency.
- iv. Prepare for the impacts of a changing climate.
- v. Support *active transportation*.
- vi. Are transit supportive and transit-oriented, where transit exists, is planned, or may be developed in the future.
- vii. Integrate *freight-supportive* infrastructure.
- viii. Are appropriate to the type of *sewage and water services* which are planned or available.
- ix. Accommodate the population allocations established in this plan, with an appropriate mix of housing sizes, types, and tenures to meet the diverse needs of residents.”

23) In Section 3.3.2.c), by replacing the words “alternative housing forms for special needs groups” with “supportive housing forms”.

24) In Section 3.3.2.f), by replacing the words “is compatible with the existing character” with “supports economic viability and cultural value”.

25) In Section 3.3.3.d), by replacing the word “character” with “scale”.

26) In Section 3.4, by deleting the first occurrence of the word “Agricultural” and replacing it with the word “Countryside”.

27) In Section 3.4.1.a), by deleting the last sentence.

28) In Section 3.4.2.b), by deleting the words “and character” and “and the protection of existing stable neighbourhoods”.

29) In Section 3.4.2.c), by replacing the words “a second unit” with “an additional residential unit”, by replacing “one or two units” with “additional residential units”, and by deleting both instances of the word “compatible”.

30) In Section 3.4.2.d), by deleting paragraph ix and replacing it with the following: “the proposed development supports the complete community policies of this plan and the future needs of the local municipality; and”.

31) In Section 3.4.2.f) iv., by replacing the word “character” with “density”.

32) In Section 3.5.1.1.b), by inserting the words “, while minimizing land consumption;” to the end of the sentence.

33) By adding the following as a new Section 3.5.1.1.d) and adjusting the numbering of the following sections as appropriate:

“d) the feasibility of the proposed expansion will be determined and the most appropriate location for the proposed expansion will be identified based on the application of all of the policies in this Plan, including the following:

- i. there is sufficient capacity in existing or planned infrastructure and public service facilities;
- ii. the infrastructure and public service facilities needed would be financially viable over the full life cycle of these assets;
- iii. the proposed expansion would be informed by applicable water and wastewater master plans or equivalent and stormwater master plans or equivalent, as appropriate;
- iv. the proposed expansion, including the associated water, wastewater and stormwater servicing, would be planned and demonstrated to avoid, or if avoidance is not possible, minimize and mitigate any potential negative impacts on watershed conditions and the water resource system, including the quality and quantity of water;
- v. key hydrologic areas and the Natural Heritage System shall be avoided where possible;
- vi. prime agricultural areas shall be avoided where possible. To support the Agricultural System, alternative locations across the upper- or single-tier municipality will be evaluated, prioritized and determined based on avoiding, minimizing and mitigating the impact on the Agricultural System and in accordance with the following:
  - a. expansion into specialty crop areas is prohibited;
  - b. reasonable alternatives that avoid prime agricultural areas are evaluated;  
and
  - c. where prime agricultural areas cannot be avoided, lower priority agricultural lands are used;
- vii. the settlement area to be expanded is in compliance with the minimum distance separation formulae;
- viii. any adverse impacts on the agri-food network, including agricultural operations, from expanding settlement areas would be avoided, or if avoidance is not possible, minimized and mitigated as determined through an agricultural impact assessment;



- ix. the proposed expansion would meet any applicable requirements of the Greenbelt, Oak Ridges Moraine Conservation, Niagara Escarpment, and Lake Simcoe Protection Plans and any applicable source protection plan; and
- x. within the Protected Countryside in the Greenbelt Area:
  - a. the settlement area to be expanded is identified in the Greenbelt Plan as a Town/Village;
  - b. the proposed expansion would be modest in size, representing no more than a 5 per cent increase in the geographic size of the settlement area based on the settlement area boundary delineated in the applicable official plan as of July 1, 2017, up to a maximum size of 10 hectares, and residential development would not be permitted on more than 50 per cent of the lands that would be added to the settlement area;
  - c. the proposed expansion would support the achievement of complete communities or the local agricultural economy;
  - d. the proposed uses cannot be reasonably accommodated within the existing settlement area boundary;
  - e. the proposed expansion would be serviced by existing municipal water and wastewater systems without impacting future intensification opportunities in the existing settlement area; and
  - f. expansion into the Natural Heritage System that has been identified in the Greenbelt Plan is prohibited.”

34) In Section 3.5.1.1.d), by adding the word “public” prior to the word “services”.

35) By deleting the text of Section 3.5.1.1.i) and replacing it with the following: “the expanding settlement area supports active transportation, and the transportation system can accommodate the existing and proposed volume of vehicular traffic, *active transportation*, transit and demand for services;”.

36) In Section 3.5.1, by adding the following text as new sections prior to the sentence that starts with “An amendment to this Plan will be required...”:

#### “3.5.1.2 Settlement Area Adjustments

Municipalities may adjust settlement area boundaries outside of a municipal comprehensive review, provided:

- a) There would be no net increase in land within the settlement area;
- b) The adjustment would support the municipality’s ability to meet the intensification and density targets established pursuant to this Plan;
- c) The location of any lands added to a settlement area will satisfy the applicable requirements

- d) The location of any lands added to a settlement area will satisfy the applicable requirements
- e) The affected settlement areas are not rural settlements or in the Greenbelt Area; and
- f) The settlement area to which lands would be added is serviced by municipal water and wastewater systems and there is sufficient reserve infrastructure capacity to service the lands.
- g) Privately-initiated Settlement Area adjustment requests must identify the lands proposed to be added, as well as the lands proposed to be removed from the settlement area.

### 3.5.1.3 Settlement Area Expansion In Advance of a Municipal Comprehensive Review

A settlement area boundary expansion may occur in advance of a municipal comprehensive review, provided:

- a) The lands that are added will be planned to achieve at least the minimum density target in policy 3.4.3, as appropriate;
  - b) The location of any lands added to a settlement area will satisfy the applicable requirements of policy 3.5.1.1;
  - c) The affected settlement area is not a rural settlement or in the Greenbelt Area;
  - d) The affected settlement area is not a rural settlement or in the Greenbelt Area;
  - e) The settlement area is serviced by municipal water and wastewater systems and there is sufficient reserve infrastructure capacity to service the lands; and
  - f) The settlement area is serviced by municipal water and wastewater systems and there is sufficient reserve infrastructure capacity to service the lands; and
  - g) The additional lands and associated forecasted growth will be fully accounted for in the land needs assessment associated with the next municipal comprehensive review.”
- 37) In Section 3.5.1, by numbering the paragraph that begins with “An amendment to this Plan will be required...” as 3.5.1.4.
- 38) By deleting Sections 3.5.2. and 3.5.3. in their entirety and renumbering subsequent sections as appropriate.
- 39) In Section 3.5.4.b), by adding the following at the end of the sentence: “as well as population and employment projections and allocations in this Plan;”.
- 40) In Section 3.5.4.d), by adding the following at the end of the paragraph: “and consider alternative directions for growth or development”.
- 41) In Section 3.5.4.f), by adding the following at the end of the paragraph: “and determine how best to accommodate development while protecting provincial interests”.
- 42) In Section 3.6.a), by deleting the words “Require local municipal plans to designate” and

replacing them with “Designate”.

43) In Section 3.6.2.a), by deleting the first paragraph and replacing it with the following:

“Proposals to convert lands within an *employment area* designation to another type of land use will be reviewed through a municipal comprehensive review. An Amendment to this Plan will be required to implement an *employment area* conversion for lands designated Employment in this plan. Lands that are designated for Employment in a local Official Plan, but not the County Official Plan, will not require a County Official Plan Amendment. The intent of this policy is to ensure that an adequate supply of employment land for a wide variety of employment uses is available at all times in the County.”

44) In section 3.7, by deleting the first paragraph and replacing it with “Planning for the human environment promotes the community’s quality of life and ensures that the housing needs of people of all ages, incomes and abilities are met.”.

45) In Section 3.7.1.1.a), by replacing “are encouraged to provide” with “shall plan”, by replacing both occurrences of “housing types” with “housing sizes, types, tenures”, by replacing the number “10” with the number “15”, by replacing the number “3” with “three”, and by replacing “those with special needs” with “supportive housing”.

46) In Section 3.7.2.d), by deleting the words “, where appropriate,”, and by adding “, people with disabilities” after “lower-income seniors”.

47) In Section 3.7.2.h), by replacing “affordable housing” with “affordable and *barrier-free* housing”.

48) By creating a new Section 3.7.2. I) with the following text: “The County will regularly review and renew the Housing and Homelessness Plan. The period for reviewing will be at least once every 10 years but may be more frequent to address changing affordable housing needs.”

49) In Section 3.7.3, by replacing “housing for those people with special needs” with “supportive and barrier-free housing”.

50) In Section 3.7.3.a), by replacing “with special needs” with “in need of supportive housing”.

51) In Section 3.7.3.d), by deleting the words “the use is compatible with adjacent uses and”.

52) By replacing all instances of “second residential unit” with “additional residential unit”.

53) By replacing Section 3.7.4 with the following:

“*Additional Residential Units* and *garden suites* are a means to provide a greater diversity of housing types, sizes and tenures, additional income and housing affordability. An Additional Residential Unit may take the form of a basement apartment, secondary suite, coach house dwelling, or other secondary residential dwelling unit located on the same lot as a primary residential dwelling.

It is the policy of the County that:

- a) Up to two *Additional residential units* shall be permitted within single-detached house, semi-detached house, and townhouse ; *or*
- b) Up to one *Additional Residential Unit* shall be permitted within an *accessory structure* secondary to a single-detached house, semi-detached house or townhouse provided there is no more than one *Additional Residential Unit* within the primary house.
- c) Local municipal official plans and implementing zoning by-laws may contain detailed policies and requirements relating to *Additional Residential Units*, but must permit them in conformity with this plan.
- d) Additional Residential Units shall be subject to all Building Code, Fire Code and sewer and water servicing requirements.
- e) Local municipalities are encouraged to establish policies related to *garden suites* in their official plans, where appropriate.
- f) Additional residential units shall generally be permitted wherever single-detached dwellings, semi-detached dwellings, and/or townhouse dwellings are permitted.”

54) In Section 3.8.1, by inserting the following as a new Section e):

“Local municipalities shall engage with the school board in larger development proposals’ pre-application consultations, and by circulating complete applications to the school board.”.

55) In Section 3.8.2.a), by replacing “County of Dufferin Active Transportation and Trails Master Plan (DCATT)” with “County’s current active transportation and trails master plan and/or strategy”.

56) In Section 3.9.1, by inserting the following after the first sentence: “Complete communities provide access to all the needs of everyday life, help support a greater sense of community safety and well-being by encouraging more public activities and help achieve climate change goals by supporting active transportation.”.

57) In Section 3.9.1.b), by deleting Section i. in its entirety and renumbering the subsequent sections.

58) In Section 3.9.1.b), by deleting the words “physical character, “.

59) In Section 3.9.1, by deleting section d. in its entirety and renumbering the subsequent sections.

60) In Section 3.91.e), by deleting the second sentence in its entirety and inserting the following: “Local municipalities may require the provision of certain transit supportive design elements, pedestrian, cycling and trail linkages, and other active transportation features through the development approvals process, in accordance with the policies of this Plan, local municipal official plans and associated master plans.”

61) In Section 3.9.1, by inserting the following as a new Section f.:

“The County or local municipalities may establish Green Development Standards, which establishes guidelines for development related to sustainability goals including, but not limited to, energy efficiency, renewable energy systems, water, wastewater and stormwater management, indoor air quality, environmentally preferable building materials, tree plantings, water efficient and drought resistant landscaping, green roofs, and waste diversion during construction.”

62) By replacing all instances of “Aboriginal” with “Indigenous”.

63) In Section 4.2.2.e), by inserting the following at the end of the paragraph: “The local municipality may permit on-farm diversified uses as of right.”.

64) In Section 4.3.3, by inserting the following as a new Section n): “All development and servicing shall conform to the applicable policies and guidelines of the Niagara Escarpment Plan.”

65) In Section 4.4.4., by deleting all the text and replacing it with the following:

“Throughout Dufferin there is a potential for the exploration, discovery and production of *petroleum resources*. The PPS (2020) protects petroleum resources for long-term use and generally discourages development and activities on those lands or adjacent lands that would preclude or hinder the establishment of new operations or access to petroleum resources, excepting if the resource is not feasible, or the proposed land use or development serves a long-term public interest, and issues of public health, public safety and environmental impact are addressed.

The extraction of *petroleum resources* is contrary to the County’s Climate Action Plan and community climate goals towards net zero emissions. The extraction of *petroleum resources* contributes to and increases the risks associated with climate change, and is contrary to the long-term public interest, public health, public safety, and the environment.”

66) By inserting the following as a new Section 4.4.6:

“4.4.6 Cultural Heritage and Archaeology

It is the policy of the County that:

- a) significant built heritage resources and significant cultural heritage landscapes shall be conserved;
- b) development and site alteration shall not be permitted on lands containing archaeological resources or areas of archaeological potential unless significant archaeological resources have been conserved;
- b) planning authorities shall not permit development and site alteration on adjacent lands to protected heritage property except where the proposed development and site alteration has been evaluated and it has been demonstrated that the heritage attributes of the protected heritage property will be conserved;
- d) planning authorities should consider and promote archaeological management plans

and cultural plans in conserving cultural heritage and archaeological resources; and

- e) planning authorities shall engage with Indigenous communities and consider their interests when identifying, protecting and managing cultural heritage and archaeological resources”

67) In Section 5.0, by deleting “where possible”

68) In Section 5.3, by numbering the paragraphs.

69) In Section 5.3.1, by deleting the word “the” following “approval is obtained by”, and inserting the words “a qualified professional and submitted to the County and the”.

70) In Section 5.3.4.1, by inserting the following words to the end of the first paragraph: “any of the following criteria are satisfied”.

71) By deleting Table 5.1 and replacing it with the following:

<b>Extent of Adjacent Lands Natural Heritage Feature</b>	<b>Extent of <i>Adjacent Lands</i></b>
<b>Provincially Significant Wetlands</b>	120 (m)
<b>Significant Habitat of Endangered Species and Threatened Species</b>	120 (m)
<b>Significant Woodlands</b>	120 (m)
<b>Significant Wildlife Habitat</b>	120 (m)
<b>Significant Valleylands</b>	120 (m)
<b><i>Fish Habitat</i></b>	120 (m)
<b>Provincially Significant Areas of Natural and Scientific Interest – Life Science</b>	120 (m)
<b>Provincially Significant Areas of Natural and Scientific Interest - Earth Science</b>	50 (m)
<b>Unevaluated Wetlands</b>	120 (m)
<b>Locally or Regionally significant wetlands</b>	120 (m)

72) In Section 5.4.1.e), by inserting the word “acquiring” before the words “any water taking permits”, by inserting the words “and submitting any” before the words “studies required”, and by inserting the words “and under the *Ontario Water Resources Act*” prior to the words “to ensure protection of the natural ecosystem”.

73) In Section 5.4.2., by inserting the following as a new Section f): “Local municipalities shall implement source water protection policies and regulations through the development approval process at the local level.”.

74) In Section 6.0, by replacing the words “of the County and property” with “, property and natural environment of the County”, and by adding the word “human” before the word “health”.

75) In Section 6.2., by replacing “managing” with “mitigating” and by replacing “occupants of loss of life” with “occupants including loss of life”.

76) In Section 6.2.1.b), by deleting the words “appropriate for”, and replacing it with the following: “, as defined by the applicable conservation authority, appropriate for emergency response resources,”.

77) In Section 6.2.1.f), by replacing sections ii. and iii. with the following:

“ii. an essential emergency service such as that provided by fire, police and ambulance stations, telecommunications and electrical substations;

iii. uses associated with the disposal, manufacture, treatment or storage of hazardous substances;

iv. Uses associated with the administration of government, justice, or corrections; and

v. Additional residential units.”

78) In the second paragraph of Section 6.2.2., by inserting the words “or other public agency” after “Conservation Authority, ”.

79) In Section 6.2.3.c), by replacing the word “should” with “must”.

80) In Section 6.3.1.c), by replacing the words “Certificate of”, with “Environmental”.

81) In Section 6.3.1.e), by inserting at the beginning of the paragraph “Notwithstanding policy d)”, and changing the subsequent word to be lower-case.

82) In Section 6.3.5, by inserting the word “major facilities” after “relationships between”.

83) In Section 6.3.5.a), by inserting the following at the end of the paragraph:

“In addition, the proponent must demonstrate the following:

i) there is an identified need for the proposed use;

ii) alternative locations for the proposed use have been evaluated and there are no reasonable alternative locations;

iii) adverse effects to the proposed sensitive land use are minimized and mitigated; and

iv) potential impacts to industrial, manufacturing or other uses are minimized and mitigated”

84) In Section 7.1.a), by inserting the words “mobility and” before “economic development objectives”.

85) In Section 7.1.c), by inserting the word “current” before “Dufferin County Active Transportation Master Plan”, and deleting “2010”.

86) In Section 7.1.e), by inserting the word “, transit” before “and public facilities”.

- 87) In Section 7.1., by replacing paragraph g) with the following: “Establish effective stormwater management measures and encourage innovative approaches to support water quality maintenance and flood management.”.
- 88) In Section 7.2.1.a), by inserting the words “and ongoing maintenance” after the words “the preparation”.
- 89) In Section 7.2.1.d), by inserting the words “, including support for active transportation,” after the words “appropriate transportation service”, and by inserting the words “*settlement areas*,” before “*employment areas*”.
- 90) In Section 7.2.1.i), by inserting the words “as described in Ontario’s Connecting the GGH: A Transportation Plan for the Greater Golden Horseshoe,” before the words “and is designed to avoid”.
- 91) In Section 7.2.1., by inserting the following as a new Section j): “The County will require a Transportation Impact Study for any proposal or development or site alteration in proximity to a County Road.”.
- 92) In Section 7.2.2.1.c), by replacing the words “is encouraged” with “will seek”.
- 93) In Section 7.2.2.1, by inserting the following as a new Section e): “The County will align planning processes with current and conceptual road infrastructure as identified in Ontario’s Connecting the GGH: A Transportation Plan for the Greater Golden Horseshoe.”
- 94) In Section 7.2.2.2, by inserting the following as a new Section a) and renumbering the subsequent sections: “Where development is proposed in proximity to a County Road, Ministry of Environment Noise Assessment Criteria will be applied.”.
- 95) In Section 7.2.2.2.a), by inserting the following at the end of the paragraph: “and entrance policies. Amongst several requirements in line with County policies and procedures, the relocation and/or removal of existing non-conforming access points will become conditions of approval where applicable.”.
- 96) In Section 7.2.3, by replacing the second sentence of the first paragraph with the following: “This Plan recognizes that *active transportation*, such as bicycle and pedestrian trails and paths contribute to healthy communities, supports *sustainable* modes of travel, and contributes to the achievement of reducing greenhouse gas emissions and the County’s Climate Action Plan.”, and by replacing the words “Dufferin County Active Transportation (DCATT) Master Plan, 2010”, with “Dufferin County Active Transportation (DCAT) Master Plan”.
- 97) In Section 7.2.3.c), by inserting the words “neighbouring municipalities, and community partners”, after “with the local municipalities”.
- 98) In Section 7.2.3.e), by inserting the following at the end of the sentence: “, including linkages to trail systems in neighbouring municipalities.”.
- 99) In Section 7.2.3.h), by inserting the words “and active transportation facilities” after “trail systems”, and by replacing “the quality of neighbourhood character” with “safety”.



100) In Section 7.2, by inserting the following as a new Section 7.2.6: “The County shall plan for alignment with the transit services operating to and from, as well as within, the County, such as Orangeville Transit System, Grey Transit Route, and Go Transit.”

101) In Section 7.3.1, by placing the second paragraph in a new section “7.3.1.1 Servicing Strategy”, replacing the word “encourages” with “requires”, replacing the word “encouraged” with “required and by adding the following to the end of the paragraph:

“that will:

a) accommodate forecasted growth in a manner that promotes the efficient use and optimization of existing:

i. municipal sewage services and municipal water services; and

ii. private communal sewage services and private communal water services, where municipal sewage services and municipal water services are not available or feasible;

b) ensure that these systems are provided in a manner that:

i. can be sustained by the water resources upon which such services rely;

ii. prepares for the impacts of a changing climate;

iii. is feasible and financially viable over their lifecycle; and

iv. protects human health and safety, and the natural environment;

c) promote water conservation and water use efficiency;

d) integrate servicing and land use considerations at all stages of the planning process; and

e) where municipal sewage services and municipal water services are not available, planned or feasible, planning authorities have the ability to consider the use of the servicing options set out through in this plan provided that the specified conditions are met.”

102) In Section 7.3.1, by placing the third paragraph in a new section “7.3.1.2 Servicing Hierarchy”, and by deleting the text of existing sections a) and b) and replacing it with the following:

“a) Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. Within settlement areas with existing municipal sewage services and municipal water services, intensification and redevelopment shall be promoted wherever feasible to optimize the use of the services.

b) Where municipal sewage services and municipal water services are not available, planned or feasible, private communal sewage services and private communal water

services are the preferred form of servicing for multi-unit/lot development to support protection of the environment and minimize potential risks to human health and safety.”

- 103) In Section 7.3.1, by inserting the following as a new Section 7.3.1.2.e) and renumbering subsequent sections as appropriate:

“Planning authorities may allow lot creation only if there is confirmation of sufficient reserve sewage system capacity and reserve water system capacity within municipal sewage services and municipal water services or private communal sewage services and private communal water services. The determination of sufficient reserve sewage system capacity shall include treatment capacity for hauled sewage from private communal sewage services and individual on-site sewage services.”

- 104) In Section 7.3.2.a), by replacing the word “encourage” with “require”.

- 105) In Section 7.4.a), by deleting “(composting and recycling)”, and by inserting the words “in accordance with the County’s Long-Term Waste Management Strategy (LWMS)” at the end of the first sentence.

- 106) In Section 7.4.e), by deleting the second occurrence of the word “the”, and by deleting “recycling program and improve”.

- 107) In Section 7.4.h), by inserting the word “collection, ” before the word “management”.

- 108) In Section 7.4, by inserting the following as a new Section 7.4.i): “Waste management systems shall be provided that are of an appropriate size and type to accommodate present and future requirements, and shall be located and designed in accordance with provincial legislation and standards.

- 109) By deleting Section 7.6 in its entirety and replacing it with the following:

“7.6 Energy Conservation, Air Quality and Climate Change Adaptation

Energy efficiency and conservation is an important element of *sustainable* policy and contributes to the achievement of the County’s Climate Action Plan. Reduced energy demand allows for a more *sustainable* approach to the management of energy use and could provide additional opportunities for local *renewable energy projects*. By reducing the impacts of greenhouse gas emissions, energy conservation is an important part of lessening climate change. Energy conservation facilitates the replacement of non-renewable resources with *renewable energy sources*.

It is the policy of the County that:

- a) The County and local municipalities will pursue opportunities for the development of energy supply including *renewable energy systems*, electricity generation facilities and transmission and distribution systems to accommodate current and projected needs, and to contribute to the elimination of emissions that contribute to climate change. .
- b) The County and local municipalities will contribute to and promote a culture of conservation among all public, private, community groups and local citizens, which includes increasingly efficient and lower levels of energy use in all sectors.

- c) The County and local municipalities will be leaders in energy conservation and efficiency by incorporating considerations for renewable energy development, and energy conservation and efficiency into decision-making and operations.
- d) The County and local municipalities may prepare a Conservation and Demand Management Plan in accordance with the *Green Energy Act*.
- e) The County and local municipalities will promote *renewable energy systems*, wherever feasible, in accordance with provincial and federal requirements.
- f) The County and local municipalities will encourage and may require the design and development of *green buildings*, and neighbourhoods comprised of *green buildings* .
- g) The County and local municipalities will promote and encourage business and homeowner participation in programs that reward or incentivize investments in energy efficient technologies.
- h) The County and local municipalities support government programs and encourage industries to substantially reduce the production of chemical products known to have adverse effects on air quality, and eliminate emissions and activities known to adversely affect air quality.
- i) The County and local municipalities may undertake tree planting, landscaping, and naturalization initiatives, where appropriate, on municipal property to improve air quality.
- j) The County and local municipalities will promote a living snow fence, tree planting strategy along appropriate roadways to improve the safety of roadways and contribute to improved air quality.
- k) Opportunities for upgrades to municipal *infrastructure* will consider the impacts of climate change including more frequent and more severe rain events and floods, which may require the provision of stormwater management infrastructure that is designed for a larger capacity than is conventionally considered to prevent a failure of existing systems.
- l) The County and local municipalities will promote and may require *compact urban forms*, a mix of land uses and the use of *active transportation* and *transit-supportive development* as a means of mitigating adverse environmental and climate impacts
- m) The County and local municipalities will promote and may require the use of low impact development technologies when considering development and re-development proposals.
- n) The County and local municipalities will support and may require a heightened level of stormwater management facilities to accommodate extreme weather events.
- o) The County and local municipalities will consider trees and other vegetation as infrastructure that has measurable benefits to quality of life and climate change adaptation, and which appreciates in value over time. The County supports the creation

of tree planting and management plans and/or *green infrastructure* management plans.

p) The County and local municipalities will promote *development* that is resilient to the effects of climate change, especially in the *development* of sensitive land uses. This includes consideration for buildings that are safe, functional and accessible for all ages and abilities in cases of power outages. For example, tall buildings reliant on elevators and pumped water could pose a hazard during power outages, and poorly insulated and poorly ventilated buildings reliant on air-conditioning may not be habitable during power outages due to extreme heat.

q) The County will establish a telecommunications tower protocol to help streamline the review of applications for new infrastructure.”

110) In Section 7.7, by inserting the words “and ongoing maintenance” before the words “of a County-wide Transportation Master Plan”.

111) In Section 8.3.1.a), by deleting the first occurrence of “will” and replacing it with “shall”, by deleting “for the proposed change, ”, by deleting the first two occurrences of “if applicable”, by inserting the word “and” before “site plans”, and by inserting parentheses around “as appropriate and applicable”.

112) In Section 8.3.2, by inserting the following at the beginning of the first paragraph: “Local municipalities will report on their progress towards intensification and density targets annually.”, and by adding the words “and report on” before “progress towards achieving”.

113) In Section 8.4.a)ii., by inserting the following at the end of the paragraph: “Adjacent Indigenous communities include the Mississaugas of the Credit First Nation, Six Nations of the Grand River, Chippewas of Rama First Nation, Chippewas of Beausoleil First Nation, and the Chippewas of Georgina Island.”.

114) In Section 8.4, by inserting the following as a new Section d): The County and local municipalities will engage with Indigenous communities in land use matters and continue to build meaningful partnerships with Indigenous communities.”.

115) In Section 8.5.a)viii., by replacing “Provincial Policy Statements such as the Ontario Housing Policy Statement” with “policy statements issued under Section 3 of the Planning Act”.

116) In Section 8.6.1, by inserting the following after the first sentence of the third paragraph: “Copies of the official plan amendment application and other information will be forwarded to the County in accordance with the Planning Act.”.

117) In Section 8.6.1, by inserting the following as a new Section 8.6.1.1:

#### “8.6.1.1 Secondary Plans

A Secondary Plan serves as a valuable tool in developing a refined land use pattern within an established municipal boundary. Through an Official Plan Amendment (OPA), this plan provides guidance for land use and development in the specified area. It is essentially a detailed Official Plan, used to enhance existing development areas and promote the orderly and appropriate development of vacant lands. The implementation of a Secondary Plan can greatly benefit a

community by facilitating growth and development while adhering to established policies and regulations.

Secondary Plans play a key role in specifying the housing mix and density targets within Residential Areas, as well as identifying complementary permitted uses such as commercial, institutional, and public uses. By providing this information, these plans help to guide the development of the specified area and ensure that it aligns with established policies and regulations. Additionally, Secondary Plans can promote the integration of various land uses, which can contribute to the overall livability and functionality of a community.

- a) Secondary Plans identify detailed land use, density, mix targets and other requirements to address housing and employment needs.
  - b) Secondary Plans may identify additional intensification corridors
  - c) Secondary Plans are to identify the location of retail areas and all other commercial uses including live-work uses, Institutional and Public Uses
  - d) Secondary Plans are to identify detailed open space system, connectivity and movements through the area
  - e) Secondary Plans shall include general development policies regarding infrastructure, environmental protection, transportation/transit, phasing of development, and other implementation policies.”
- 118) In Section 8.6.2, by adding heading numbers 8.6.2.1 through to 8.6.2.4 to the following headings: “Local Zoning By-laws”, “Holding Zones”, “Temporary Use By-laws”, and “Interim Control By-laws”.
- 119) In Section 8.6.2, by deleting the first occurrence of “its character,”.
- 120) In Section 8.6.2, in the paragraph for Temporary Use By-laws, by inserting the following after the words “not to exceed three years”: “(except in the case of Garden Suites, which may be permitted for up to 20 years).”
- 121) In Section 8.6.2, by deleting text and policies following and including the heading “Height and Density Incentives”, and by inserting the following as a new Section 8.6.2.5:

#### “8.6.2.5 Community Benefits Charges

The local municipalities, in accordance with Section 37 of the *Planning Act*, may prepare a community benefits charge strategy that identifies the facilities, services and matters that will be funded with community benefits charges. This will enable the municipality to pass a by-law to impose community benefits charges against land to pay for the capital costs of facilities, services and matters required because of development or redevelopment in the area to which the by-law applies.

- a) A community benefits charge may be imposed only with respect to development or redevelopment that requires:
  - i. the passing of a zoning by-law or of an amendment to a zoning by-law

- ii. the approval of a minor variance under section 45;
  - iii. a conveyance of land to which a by-law applies;
  - iv. the approval of a plan of subdivision;
  - v. a consent
  - vi. the approval of a description under section 9 of the Condominium Act, 1998; or
  - vii. the issuing of a permit under the Building Code Act, 1992 in relation to a building or structure.
- b) A community benefits charge may not be imposed with respect to:
- i. development of a proposed building or structure with fewer than five storeys at or above ground;
  - ii. development of a proposed building or structure with fewer than 10 residential units;
  - iii. redevelopment of an existing building or structure that will have fewer than five storeys at or above ground after the redevelopment;
  - iv. redevelopment that proposes to add fewer than 10 residential units to an existing building or structure; or
  - v. such types of development or redevelopment as are prescribed.”
- 122) In Section 8.6.4, by deleting the first occurrence of “Council or”.
- 123) In Section 8.6.8 by replacing the heading with “Community Planning Permit System”.
- 124) In Section 8.7.1, by deleting the first occurrence of the word “or”, and by inserting the words “or files an application for a land located on a County road, a regional or provincial road within the County,” after the words “consent or minor variance”, and by deleting the words “may be” with “is”.
- 125) In Section 8.7.2, by inserting the following at the beginning of the paragraph: “The County will not accept any application for which a person or public body has not consulted with County Staff.”
- 126) In Section 8.7.3.c), by deleting items i. through xxxiii. and replacing them with the following:
- i. Affordable Housing Report;
  - ii. Agricultural Impact Assessment;
  - iii. Archaeological Impact Assessment;
  - iv. Approved Class Environmental Assessment;
  - v. Condominium Description;
  - vi. Deed and/or Offer of Purchase;
  - vii. Draft Plan of Subdivision;

- viii. Ecological Site Assessment
- ix. Environmental Impact Study (EIS);
- x. Employment Land Need Assessment
- xi. Erosion and Sediment Control
- xii. Floodplain Hazard Assessment
- xiii. Floor Plan and/or Elevations;
- xiv. Geotechnical Study;
- xv. Groundwater Impact Assessment;
- xvi. Growth Analysis
- xvii. Heritage Impact Assessment;
- xviii. Hydrogeological Study;
- xix. Land Use Compatibility Assessment
- xx. Lighting Study;
- xxi. Low Impact Development
- xxii. Market Research and Feasibility Study
- xxiii. Mineral Aggregate Assessment
- xxiv. Minimum Distance Separation (MDS) Calculation
- xxv. Natural Hazard Assessment;
- xxvi. Nitrate Loading Report
- xxvii. Noise and/or Vibration Study;
- xxviii. Parking Study;
- xxix. Phase I Environmental Site Assessment (ESA);
- xxx. Planning Rationale Report;
- xxxi. Preliminary Engineering Designs;
- xxxii. Record of Site Condition (RSC);
- xxxiii. Retail Market Impact Study;
- xxxiv. Site Plan (Conceptual);
- xxxv. Septic System Design
- xxxvi. Servicing Concept Plans;
- xxxvii. Servicing Feasibility Study / Functional Servicing Report;
- xxxviii. Sight Line Analysis
- xxxix. Site Screening Questionnaire, where a Phase 1 Environmental Site Assessment is not required;
  - xl. Slope stability assessment
  - xli. Social Impact Assessment
  - xl. Stormwater Management Plan;
  - xl. Topographic Plan of Survey;
  - xl. Transportation Traffic Impact Study;
  - xl. Trails Concept
  - xl. Tree Survey & Preservation Plan / Report
  - xl. Urban Design Strategy
  - xl. Viewshed or Visual Impact Assessment
  - xl. Water Resource Management Report and
    - l. Other information or studies relevant to the development and lands impacted by the proposed development approval application.

127) In Section 8.7.3.c), by inserting the following as new numbers xxxi. and xxxii. and renumbering subsequent numbers: “Preliminary Engineering Designs;” and “Servicing Concept Plans;”

128) In Section 8.8.1.j), by inserting the following at the end of the paragraph: “Terms and

words not defined in this Plan, or by any other planning documents or legislation, shall have the ordinary dictionary meaning.”

129) In Section 8.8.1.q), by replacing the words “2014 and conform” with “in effect at the time of adoption and to conform”.

130) In Section 8.8.2. by deleting the definition for “Active Transportation” and replacing it with the following: “means human-powered travel, including but not limited to walking, cycling, inline skating and travel with the use of mobility aids, including motorized wheelchairs and other power-assisted devices moving at a comparable speed (PPS, 2020).”

131) In Section 8.8.2, by deleting the definition of the word “Areas of archaeological potential” and replacing it with the following: means areas with the likelihood to contain archaeological resources. Criteria to identify archaeological potential are established by the Province. The Ontario Heritage Act requires archaeological potential to be confirmed by a licensed archaeologist. (Source; PPS, 2020).”

132) In Section 8.8.2.23, by inserting the word “delineated” before “built boundary”, and by replacing “2006” with “2020”.

133) In Section 8.8.2, by replacing paragraph 24 with the following: “Built Boundary, Delineated: The limits of the developed urban area as defined by the Minister in consultation with affected municipalities for the purpose of measuring the minimum intensification target of the Growth Plan. (Source: Growth Plan for the Greater Golden Horseshoe, 2020)”.

134) By deleting 8.8.2.25, the definition of the word “Character”, and renumbering all subsequent paragraphs.

135) In Section 8.8.2.27, the definition of “Community Infrastructure”, by deleting the last part within parentheses, reading “(Source: Growth Plan for the Greater Golden Horseshoe, 2006)”

136) By deleting sections 8.8.2.28 and 8.8.2.29 and replacing them with the following:

“28. **Compact Built form:** A land use pattern that encourages the efficient use of land, walkable neighbourhoods, mixed land uses (residential, retail, workplace) all within one neighbourhood, proximity to transit and reduced need for infrastructure. Compact built form can include detached and semi-detached houses on small lots as well as townhouses and walk-up apartments, multi-storey commercial developments, and apartments or offices above retail. Walkable neighbourhoods can be characterized by roads laid out in a well connected network, destinations that are easily accessible by transit and active transportation, sidewalks with minimal interruptions for vehicle access, and a pedestrian-friendly environment along roads to encourage active transportation. (Source: Growth Plan, 2020)

29. **Complete communities:** Places such as mixed-use neighbourhoods or other areas within cities, towns, and settlement areas that offer and support opportunities for people of all ages and abilities to conveniently access most of the necessities for daily living, including an appropriate mix of jobs, local stores, and services, a full range of housing, transportation options



and public service facilities. Complete communities are age-friendly and may take different shapes and forms appropriate to their contexts (Source: Growth Plan, 2020)”

137) In Section 8.8.2.32, by deleting the definition for the word “Cultural heritage landscape” and replacing it with the following:

“means a defined geographical area that may have been modified by human activity and is identified as having cultural heritage value or interest by a community, including an Indigenous community. The area may include features such as buildings, structures, spaces, views, archaeological sites or natural elements that are valued together for their interrelationship, meaning or association. Cultural heritage landscapes may be properties that have been determined to have cultural heritage value or interest under the Ontario Heritage Act, or have been included on federal and/or international registers, and/or protected through official plan, zoning by-law, or other land use planning mechanisms. (Source: PPS, 2020)”

138) In Section 8.8.2.33 by replacing the definition for Density Targets with: “The density target for designated greenfield areas is defined in the Growth Plan. (Source: Growth Plan, 2020)”

139) In Section 8.8.2.34, by inserting the words “(Source: PPS, 2020)” to the end of the definition.

140) In Section 8.8.2.35 by deleting the definition of the word “Designated Greenfield Area” and replacing it with the following: “Lands within settlement areas (not including rural settlements) but outside of delineated built-up areas that have been designated in an official plan for development and are required to accommodate forecasted growth to the horizon of this Plan. Designated greenfield areas do not include excess lands. (Source: Growth Plan, 2020)”

141) In Section 8.8.2.57, by inserting the following text after the sentence: “This may include conforming to energy efficiency standards, such as LEED and Passive House, the incorporation of sustainably-sourced and replaceable materials, designs that respond to and support ecological function, and/or building techniques that incorporate the same considerations in the building’s construction.”

142) In Section 8.8.2.77, by deleting the following words “(Source: Growth Plan for the Greater Golden Horseshoe, 2006)”

143) In Section 8.8.2.78, by deleting the definition of “Intensification target” and replacing it with the following: “the intensification target is as established in the Growth Plan. (Source: Growth Plan, 2020)”

144) In Section 8.8.2.90, by deleting the definition of the word “Municipal Sewage Services” and replacing it with the following: “means a sewage works within the meaning of section 1 of the Ontario Water Resources Act that is owned or operated by a municipality, including centralized and decentralized systems. (Source: PPS, 2020)”

145) In Section 8.8.2.91, by deleting the definition of the word “Municipal water services” and replacing it with the following: “means a municipal drinking-water system within the meaning of section 2 of the *Safe Drinking Water Act, 2002*, including centralized and

decentralized systems (Source: PPS, 2020)”

- 146) In Section 8.8.2.98, by deleting the definition of the word “On-farm diversified uses” and replacing it with the following: “means uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value-added agricultural products. Ground-mounted solar facilities are permitted in prime agricultural areas, including specialty crop areas, only as on-farm diversified uses. (Source: PPS, 2020)”.
- 147) In Section 8.8.2.121, by deleting the number “, 1990”.
- 148) In Section 8.8.2.128, by deleting the definition of “Second residential units” in its entirety and renumbering subsequent sections.
- 149) In Section 8.8.2.141, by inserting the words “Adapted from” in front of “PPS”.
- 150) In Section 8.8.2.148, by deleting the definition of the word “Transit-supportive” and replacing it with the following: “in regard to land use patterns, means development that makes transit viable, optimizes investments in transit infrastructure, and improves the quality of the experience of using transit. It often refers to compact, mixed-use development that has a high level of employment and residential densities, including air rights development, in proximity to transit stations, corridors and associated elements within the transportation system. Approaches may be recommended in guidelines developed by the Province or based on municipal approaches that achieve the same objectives. (Source: PPS, 2020)”
- 151) In Section 8.8.2.150, by deleting the words “(Source: Growth Plan for the Greater Golden Horseshoe, 2006)”.
- 152) In Section 8.8.2.161, by deleting the words “See also the definition for significant.”.
- 153) By replacing all instances of the words “Ministry of Natural Resources” with the words “Ministry of Natural Resources and Forestry”.
- 154) By replacing all instances of the words “*mineral aggregate resource operations*” with the words “*mineral aggregate operations*”.
- 155) By replacing all instances of the words “Ministry of Environment” with the words “Ministry of Environment, Conservation and Parks”.
- 156) By replacing all instances of the acronym “DCATT” with “DCAT”.



## The Corporation of the Town of Grand Valley

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July 12, 2022

The County of Dufferin  
30 Centre Street  
ORANGEVILLE ON L9W 2X1

### **Attention: Warden Wade Mills & County Council**

Dear Warden Mills and Members of Council:

Grand Valley Council has reviewed the June 23, 2022 WSP presentation and report to County Council on the status of the County MCR process. To say that the Town is disappointed with only being allocated 57 hectares of land for future growth to 2051 is an understatement.

We are addressing this letter to the Warden and County Council because Council feels that its concerns and input have not been adequately addressed at the staff level.

This letter will outline to the Province, County, Local Municipalities, and our Development Partners why Grand Valley is ready and willing to accept new growth beyond the limited growth provided in the current Lands Needs Assessment (LNA), prepared by the County's Consultant, WSP.

In late 2021, Town Planning provided County Staff with an updated map of Council's preferred urban expansion area as of November 9, 2021. This map is attached to this letter, showing a mix of lands that the Town is interested in seeing developed. While the lands are numbered, the numbering does not indicate a ranking. The Cor Seed (#4) parcel is CRUCIAL for inclusion in this expansion due to its involvement with a critical piece of infrastructure (McIntosh Drive), as outlined in the Town's Transportation Master Plan. The Moco (#5) parcel would allow their current Draft Plan Approved subdivision to be completed. The Thomasfield Gravel Pit Lands (#8) would allow an eyesore to be redeveloped without taking farmland out of production. Finally, the De Luca lands (#2) at Concession Road 2-3 and Sideroad 28-29, and adjacent to the Town's new park, represent a unique opportunity for a senior's focused development, that would include a tourism component.

The November 9, 2021 map outlines a larger urban boundary expansion for the Town than the one outlined in the WSP Land Needs Assessment Report AND is still in conformity with APPENDIX F – Long Term Development Plan, found in the Town's approved Official Plan as attached and supported by Council Resolution 2014-03-40 in March 2014.

Grand Valley has a reputation for successfully developing within its existing urban boundary. The Town has multiple developers, large and small, with whom the Town has worked successfully in the past, along with new landowners that are ready to build both homes and commercial/industrial space.

Grand Valley has an abundance of land within its own boundary available for development, unfettered by political boundaries. One of the largest areas is a former gravel pit, just east of the downtown, which for years has been fenced-off, dangerous, and an eyesore in our community. It could become a stunning mixed density housing and recreation development, if it were to be included in the urban boundary.

Grand Valley understands that we need to increase the variety of dwelling types in our community to include semi-detached, townhomes and low-rise multi unit buildings (both rental and condominium). Expanding our urban settlement boundary for housing is in full alignment with the myriad of reports and recommendations from the Province, the Association of Municipalities of Ontario, and other bodies.

In terms of employment lands, Grand Valley requires more. Our current employment lands are just now going through the planning process of subdivision and zoning; however, the size and configuration of this land makes it both expensive and challenging to develop. Grand Valley needs to expand its employment lands to increase and diversify our tax base, fortify our small local economy, increase jobs which equates to an increased daytime population to supply much needed day-time firefighters to our volunteer Fire Department and give residents more time to participate in local voluntary initiatives.

Our water and wastewater infrastructure is being expanded in 2022-2023, which will see the entirety of the town's current urban boundary serviced to 2031. Furthermore, there is an opportunity to expand this even further with very few challenges. Grand Valley understands that growth cannot occur without servicing and the Town is prepared to update all the necessary studies to ensure that there are adequate services for continued growth.

To summarize, Grand Valley is well positioned within Dufferin County to accommodate more growth:

- Grand Valley has an abundance of land within its own political boundaries available for development. The expansion of Grand Valley's Settlement Boundary will occur within the Town's existing jurisdiction and will not require annexation.
- While an update to the servicing master plan is required, there are no existing servicing constraints to growth.
- There is a logical plan for contiguous future expansion through the Long Term Development Plan. The Town has studied these opportunities to coordinate future expansion through the Long Term Development Plan, Appendix F to the Town's Official Plan and supported by Council Resolution 2014-03-40 in March 2014.

- The Town of Grand Valley has an identified Natural Heritage system that will continue to be protected and enhanced through development, including through future trail linkages.
- Further to this long-range planning, the Town of Grand Valley implemented policies and regulations that are supportive of responsible growth, such as the implementation of a municipal-wide Development Charges By-law and the Grand Valley Tree Canopy and Natural Vegetation By-law.
- Grand Valley is planning for the future with other features in the Town to support a growing community, including a new Recreation Manager role created in 2022, the addition of a multimillion-dollar recreation park already in development, and completing work on a Recreation Master Plan to serve the recreation needs of the growing community.
- 57 hectares is simply not enough land to realize the full potential of the Town for residential, commercial, institutional and employment growth.

The urban boundary expansion strategy is supportive of the Town's long-term objectives:

- Providing a Seniors' facility for a multi-generational community
- Developing surplus lands not currently in agricultural production in proximity to the existing settlement area
- Expanding the economic base in Tourism and providing new capacity for overnight accommodation and needed community space for marquee events
- Providing opportunities for residents to live, work and play within Grand Valley by creating local employment opportunities and expanded recreation opportunities
- Expanding the economic base through the timely development of new employment lands

Dufferin County and their Consultant WSP have made no changes to the original LNA even though Grand Valley has repeatedly and consistently asked for more growth and an expanded urban boundary.

In order to achieve the desired outcome for Grand Valley, Council has directed the Town Planner to convene a meeting between the Town and its Development Partners regarding a potential Minister's Zoning Order under the Community Infrastructure and Housing Accelerator. We are exploring this option to determine if that process might serve to expedite our plans to grow our community.

Finally, Grand Valley acknowledges that the purpose of the LNA is to follow Provincial data analysis requirements, but as has been stated on several occasions at both County Committee and Council meetings, these are only targets.

Grand Valley can and is willing to do more to accommodate growth not only in Grand Valley but in Dufferin County as a whole.

Grand Valley looks forward to a favourable, supportive response from County Council.

Sincerely,



Steve Soloman  
Mayor

cc. Minister of Municipal Affairs & Housing, Steve Clark MPP Leeds-Grenville Thousand Islands and Rideau Lakes  
Ministry of Municipal Affairs & Housing – Kay Grant, London Office  
Minister of Health & Deputy Premier, Sylvia Jones MPP Dufferin-Caledon  
Sonya Pritchard, CAO, County of Dufferin  
Cody Joudry, Director of Development and Tourism, County of Dufferin

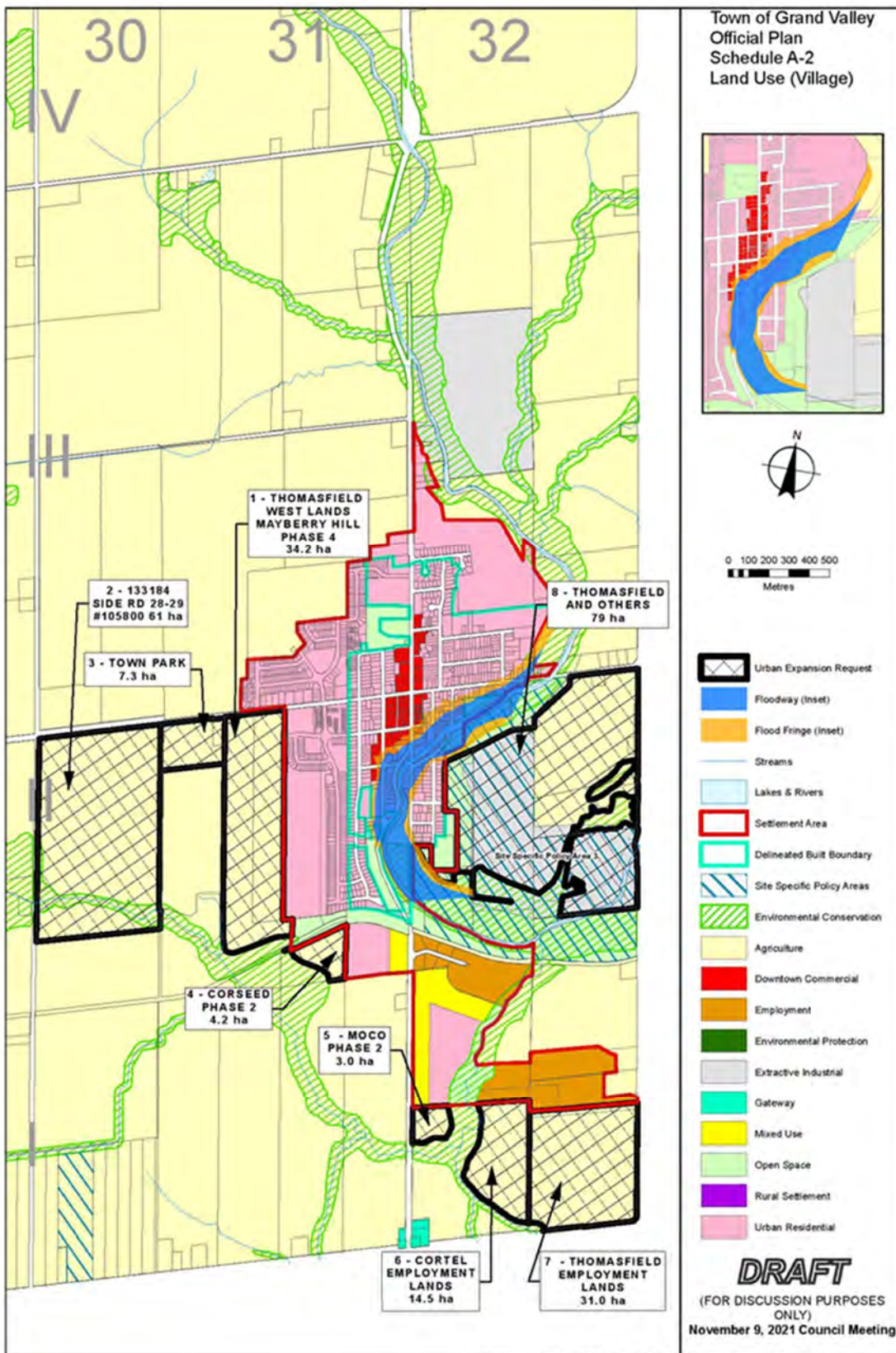
Mayor & Council Township of Amaranth  
Mayor & Council Township of East Garafraxa  
Mayor & Council Township of Melancthon  
Mayor & Council Township of Mono  
Mayor & Council Township of Mulmur  
Mayor & Council Town of Orangeville  
Mayor & Council Town of Shelburne

Darren P. Vella, Innovative Planning Solutions (Cortel Group)  
Cameron Sellers, Innovative Planning Solutions (Cortel Group)

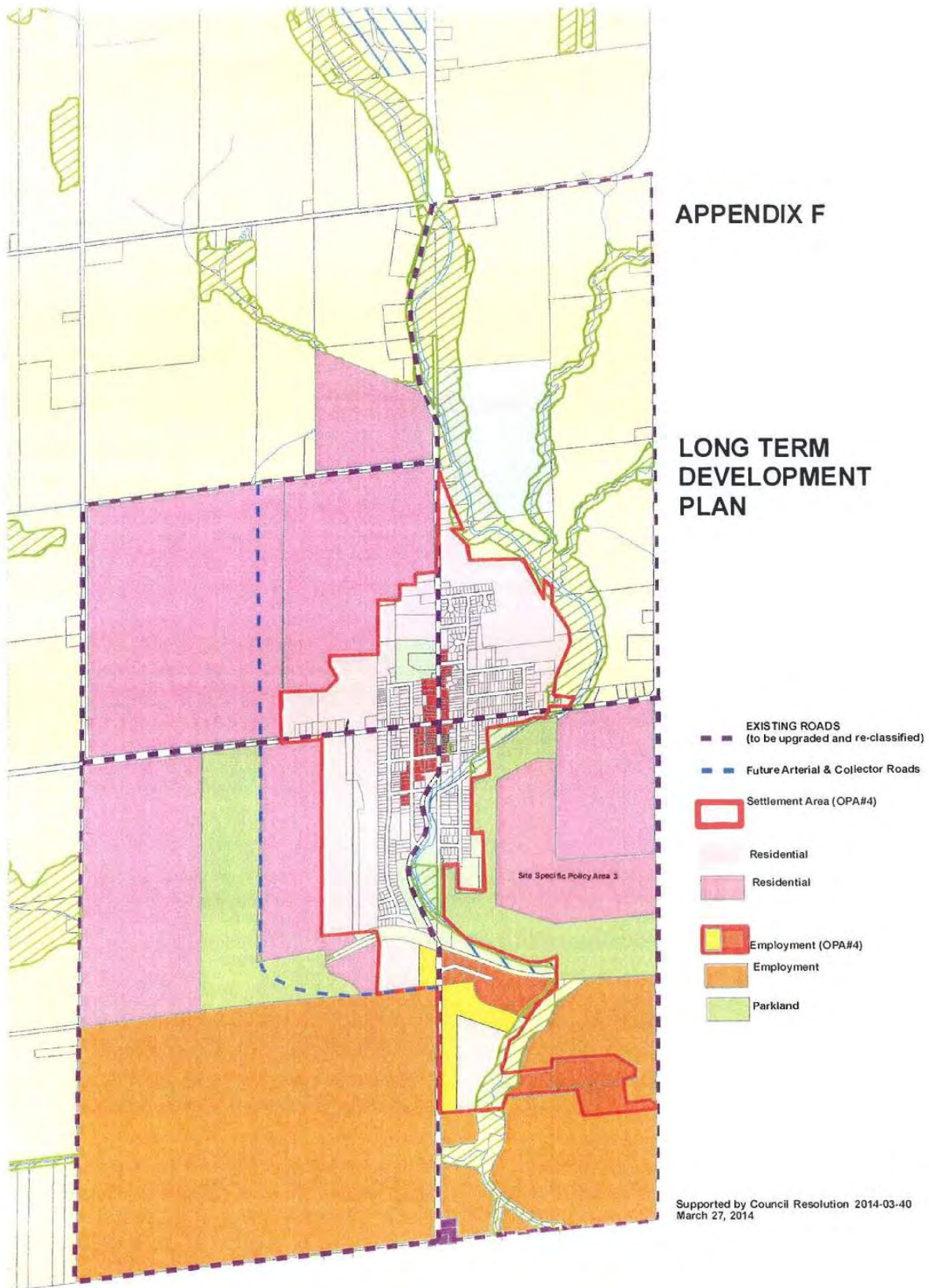
Adam C. De Luca, De Luca Group  
Robert Walter-Joseph, Senior Planner Gladki Planning Associates (De Luca Group)

Tom Krizsan, President Thomasfield Homes  
Katherine McLaughlin, Manager, Land Development & Acquisitions Thomasfield Homes  
Astrid J. Clos Planning Consultants (Thomasfield Homes)

### Grand Valley Council Preferred Urban Expansion Areas (November 9, 2021)



### Grand Valley Official Plan APPENDIX F – Long Term Development Plan (2014)







SHAPING GREAT COMMUNITIES

March 5, 2024

File No. 23050

Mark Kluge, Town Planner  
Building, Planning and Development, Town of Grand Valley  
5 Main Street North  
Grand Valley, Ontario  
L9W 5S6

Attn: Mark Kluge, Town Planner

[sent via email]

**Re: Dufferin County's Request for Input Regarding Proposed Urban Boundary Expansion**

Dear Mark:

GSP Group is pleased to provide this planning justification and development summary, as requested, as it relates to Thomasfield owned lands that comprise the Town's requested urban boundary expansion request, as supported by both local Council and Dufferin County Council.

The lands under Thomasfield ownership as identified within the Town's *July 12, 2022* correspondence included as "*Attachment 1*" are as follows:

- 1) "1-Thomasfield West Lands Mayberry Hill Phase 4, 34.2 ha";
- 2) "7-Thomasfield Employment Lands, 31.0 ha"; and
- 3) "8-Thomasfield and Others, 79 ha"

The purpose of this letter is to provide additional information with respect to the three (3) above-listed properties and their appropriateness for inclusion in the Town of Grand Valley's urban boundary request.

Thomasfield Homes has had a successful homebuilding program in Grand Valley for over a decade. The Town of Grand Valley has the infrastructure (sewage treatment plant, surge tank, municipal water system and new wells) to accommodate additional growth, as well as the ability to reassess and expand its infrastructure into the future as needed.

This letter is formatted to outline the Provincial policies related to settlement boundary expansions, as well as County and Municipal justification for such expansion. Afterward, information is provided on a site-level providing the site-context, relevant history, and future development plans for the lands to

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gspgroup.ca

demonstrate how each will work toward achieving the Town’s minimum growth targets while satisfying settlement boundary expansion criteria.

## Planning Context

### PPS

The Provincial Policy Statement (“PPS”) includes several policies which outlines how municipalities should manage and direct land uses to achieve efficient and resilient development and land use patterns.

Section 1.1.1 d) requires that municipalities avoid development and land use patterns that would prevent the efficient expansion of settlement area in those areas which are adjacent or close to settlement areas.

Section 1.1.2 states that *“Sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 25 years, informed by provincial guidelines. However, where an alternate time period has been established for specific areas of the Province as a result of a provincial planning exercise or a provincial plan, that time frame may be used for municipalities within the area. Within settlement areas, sufficient land shall be made available through intensification and redevelopment and, if necessary, designated growth areas. Nothing in policy 1.1.2 limits the planning for infrastructure, public service facilities and employment areas beyond a 25-year time horizon.”*

Response: Each of the properties listed above represent logical expansion of Grand Valley. These lands are well connected to existing development and have municipal infrastructure connections available. The details of each Site will be discussed further below.

Section 1.1.3.8 sets out criteria to allow the expansion of a settlement area boundary. These include:

- a. sufficient opportunities to accommodate growth and to satisfy market demand are not available through intensification, redevelopment and designated growth areas to accommodate the projected needs over the identified planning horizon;
- b. the infrastructure and public service facilities which are planned or available are suitable for the development over the long term, are financially viable over their life cycle, and protect public health and safety and the natural environment;
- c. in prime agricultural areas:
  1. the lands do not comprise specialty crop areas;
  2. alternative locations have been evaluated, and
    - i. there are no reasonable alternatives which avoid prime agricultural areas; and
    - ii. there are no reasonable alternatives on lower priority agricultural lands in prime agricultural areas;
- d. the new or expanding settlement area is in compliance with the minimum distance separation formulae; and
- e. impacts from new or expanding settlement areas on agricultural operations which are adjacent or close to the settlement area are mitigated to the extent feasible.

Response: It is our understanding that each of the three Thomasfield owned properties listed above meet the listed criteria to be considered for expansion of the settlement boundary.

Section 1.3.2 outlines employment area policies. Section 1.3.2.1 requires that Planning authorities shall plan for, protect and preserve employment areas for current and future uses and ensure that the necessary infrastructure is provided to support current and projected needs. Further, Section 1.3.2.7 states that Planning authorities may plan beyond 25 years for the long-term protection of employment areas provided lands are not designated beyond the planning horizon identified in policy 1.1.2.

Response: Thomasfield Homes holds lands that will contribute to Grand Valley's stock of employment lands. These lands are important to the economic viability of Grand Valley and will ensure people living here will also have the opportunity to work here.

### Growth Plan

The Growth Plan for the Greater Horseshoe (the "Growth Plan") builds on the policy directions contained in the PPS and in this regard, is intended to function as a policy framework for achieving strong and prosperous communities by managing growth in the Greater Golden Horseshoe (GGH) Region.

Section 2.2.8.2 outlines the criteria for settlement area boundary expansions:

- a. based on the minimum intensification and density targets in this Plan and a land needs assessment undertaken in accordance with policy 2.2.1.5, sufficient opportunities to accommodate forecasted growth to the horizon of this Plan are not available through intensification and in the designated greenfield area:
  - ii. within the applicable lower-tier municipality;
- b. the proposed expansion will make available sufficient lands not exceeding the horizon of this Plan, based on the analysis provided for in policy 2.2.8.2 a), while minimizing land consumption; and
- c. the timing of the proposed expansion and the phasing of development within the designated greenfield area will not adversely affect the achievement of the minimum intensification and density targets in this Plan, as well as the other policies of this Plan.

Response: The three properties discussed above will each achieve the minimum density targets outlined in the Growth Plan. Grand Valley has also identified sufficient lands to accommodate the intensification targets in this plan. The properties are located next to existing development with proposed future connections making the expansion a logical next step in the build out of Grand Valley.

Section 2.2.8.3 outlines the feasibility and appropriate location of expansion when Section 2.2.8.2 criteria is met. Lands appropriate to be included in a settlement boundary expansion must demonstrate that:

- a. there is sufficient capacity in existing or planned infrastructure and public service facilities;
- b. the infrastructure and public service facilities needed would be financially viable over the full life cycle of these assets;

- c. the proposed expansion would be informed by applicable water and wastewater master plans or equivalent and stormwater master plans or equivalent, as appropriate;
- d. the proposed expansion, including the associated water, wastewater and stormwater servicing, would be planned and demonstrated to avoid, or if avoidance is not possible, minimize and mitigate any potential negative impacts on watershed conditions and the water resource system, including the quality and quantity of water;
- e. key hydrologic areas and the Natural Heritage System for the Growth Plan should be avoided where possible;
- f. prime agricultural areas should be avoided where possible. To support the Agricultural System, alternative locations across the upper- or single-tier municipality will be evaluated, prioritized and determined based on avoiding, minimizing and mitigating the impact on the Agricultural System and in accordance with the following:
  - i. expansion into specialty crop areas is prohibited;
  - ii. reasonable alternatives that avoid prime agricultural areas are evaluated; and
  - iii. where prime agricultural areas cannot be avoided, lower priority agricultural lands are used;
- g. the settlement area to be expanded is in compliance with the minimum distance separation formulae;
- h. any adverse impacts on the agri-food network, including agricultural operations, from expanding settlement areas would be avoided, or if avoidance is not possible, minimized and mitigated as determined through an agricultural impact assessment;
- i. the policies of Sections 2 (Wise Use and Management of Resources) and 3 (Protecting Public Health and Safety) of the PPS are applied;
- j. the proposed expansion would meet any applicable requirements of the Greenbelt, Oak Ridges Moraine Conservation, Niagara Escarpment, and Lake Simcoe Protection Plans and any applicable source protection plan; and
- k. within the Protected Countryside in the Greenbelt Area:
  - i. the settlement area to be expanded is identified in the Greenbelt Plan as a Town/Village;
  - ii. the proposed expansion would be modest in size, representing no more than a 5 per cent increase in the geographic size of the settlement area based on the settlement area boundary delineated in the applicable official plan as of July 1, 2017, up to a maximum size of 10 hectares, and residential development would not be permitted on more than 50 per cent of the lands that would be added to the settlement area;
  - iii. the proposed expansion would support the achievement of complete communities or the local agricultural economy;
  - iv. the proposed uses cannot be reasonably accommodated within the existing settlement area boundary;
  - v. the proposed expansion would be serviced by existing municipal water and wastewater systems without impacting future intensification opportunities in the existing settlement area; and
  - vi. expansion into the Natural Heritage System that has been identified in the Greenbelt Plan is prohibited

Response: Each of the development properties owned by Thomasfield Homes can be serviced by existing and planned municipal infrastructure. The proposed settlement boundary expansion lands

would all be considered prime agricultural soils (Class 1, 2, 3), with the exception of the formerly excavated gravel pit lands. However, Grand Valley is surrounded by such lands. As such, expansion into these types of areas is unavoidable. Finally, it is our understanding that the proposed expansion lands are in compliance with the Province's minimum distance separation formulae.

### Dufferin County Official Plan

Section 3.5. of Dufferin County's Official Plan ("County OP") outlines how settlement area boundaries will be considered. Section 3.5.1.1 states that settlement area expansions must demonstrate that:

- a. sufficient opportunities to accommodate forecasted growth are not available within the County and within the existing settlement area within the municipality in which the settlement area is located, through intensification, redevelopment and in designated greenfield areas, using the identified intensification target and density target;
- b. the expansion makes sufficient land available to accommodate the forecasted growth not exceeding the horizon of this Plan;
- c. the timing of the expansion and phasing of development will not adversely affect the achievement of the County's intensification target, and policies and the density target and policies for the designated greenfield areas;
- d. the proposed expansion is an efficient, sustainable, and logical extension of the settlement area and the existing or planned infrastructure, services, and facilities required to accommodate the forecasted growth, are suitable for the development over the long term, are financially viable over their life cycle, and protect public health and safety and the natural environment;
- e. the land is physically suitable for development, considering any constraints to development, including topography, hazard lands, natural heritage features and areas, systems, natural resources and sourcewater considerations, and the protection of prime agricultural areas for the long term;
- f. where applicable, the proposed expansion will meet the requirements of the Growth Plan for the Greater Golden Horseshoe, Greenbelt Plan, Niagara Escarpment Plan and Oak Ridges Moraine Conservation Plan;
- g. where the expansion is considered on Agricultural Areas, the lands do not comprise specialty crop areas, alternative locations have been evaluated and there are no reasonable alternatives which avoid the Agricultural Areas, and, there are no reasonable alternatives on lower priority agricultural lands in prime agricultural areas;
- h. the expanding settlement area is in compliance with the Province's Minimum Distance Separation Formulae;
- i. the transportation system can accommodate the additional volume of traffic and demand for services;
- j. a suitable plan for phasing, financing, and constructing of the infrastructure for the expansion is demonstrated;
- k. there is an adequate supply of land designated for employment within or in the immediate vicinity of the settlement area to plan to maintain or move towards accommodating a minimum of one full-time job per three residents within or in the immediate vicinity of the settlement area;
- l. the proposed expansion will not negatively impact cultural heritage resources;
- m. where appropriate, cross-jurisdictional issues are considered;

- n. impacts from expanding settlement area on agricultural operations which are adjacent or close to settlement area are mitigated to the extent feasible; and
- o. in determining the most appropriate direction for expansions to the boundaries of settlement areas, the policies of this plan shall be applied.

Response: The lands proposed to be included in the settlement boundary expansion demonstrate each of the criteria listed above. They will allow the Town to meet its growth targets, represents efficient, sustainable and logical extension of the existing boundaries, with existing and planned infrastructure prepared to accommodate growth on these lands. The lands are physically able to accommodate development and Thomasfield Homes is prepared to action the development in an appropriately phased manner. Development on these lands respects natural heritage resources and do not comprise of speciality crop agricultural operations. It is our understanding that the lands are also in compliance with the Province’s minimum separation distance formulae. While the lands are within prime agricultural area, the entire area surrounding the municipality is a prime agricultural area therefore cannot be avoided and achieve minimum growth targets.

Overall, these lands represent a logical expansion which will allow for targeted growth to be achieved while making efficient use of available and planned municipal services.

### Grand Valley Official Plan

Grand Valley’s Official Plan is in keeping with the policies in Dufferin County’s Official Plan as it relates to settlement boundary expansion with matching criteria as outlined above. Further to the expansion criteria, Grand Valley also requires that development be staged in accordance with the availability of municipal sewage and water services and stormwater management in a manner that makes the most efficient use of available services as per Section 8.7 of the Official Plan. Section 8.7 continues to state *“Development through plans of subdivision may be phased to ensure that there is an appropriate range of housing type, tenure and cost in each stage of the development process. Such phasing will be addressed through subdivision agreements. Prior to considering development in greenfield areas Council shall consider opportunities for infill, intensification and redevelopment.”* This policy provides assurance that lands within Grand Valley’s settlement boundary will be developed in a controlled and logical manner. The lands proposed for the settlement boundary expansion will be subject to draft plans of subdivision which will be phased as per Section 8.7.

The following sections provides an outline of the proposed lands to be included in the settlement boundary expansion, relevant history and development plans.

### **Thomasfield West Lands Mayberry Hill Phase 4**

The “Thomasfield West Lands Mayberry Hill Phase 4” (referred to as “Mayberry Hill Phase 4” or “Phase 4”) are the next phase of the Mayberry Hill subdivision which first began construction in 2012. The Phase 4 lands are 34.2 ha in size and are the logical westward expansion of the Mayberry Hill community.

Phase 1 and 2 of Mayberry Hill reached full build-out several years ago. Phase 3 Mayberry Hill is partially built-out and registration of a new sub-phase is forthcoming. The Phase 3 subdivision has been fully designed with road stubs and connectivity into the future Phase 4 in mind.

The inclusion of the Phase 4 Mayberry Hill lands within the Grand Valley Settlement Area will allow the completion of the collector road identified by the Town's Transportation Master Plan. This collector road system will divert traffic from existing local residential streets and is desirable for the Town.

The inclusion of the Phase 4 Mayberry Hill lands within the Settlement Area will also allow a park and future trail system to be developed for the residents of Grand Valley. This will provide connectivity for residents within the Town to the newly constructed Community Park on Amaranth Street, and to the existing Upper Grand Trailway, four season trail along a former CPR rail line.

Furthermore, the Upper Grand District School Board has expressed interest in a possible school site within the future Phase 4 lands.

With the potential for a possible new school site and the future parkland that the Phase 4 lands could bring, this will contribute to the creation of a complete and connected community for the Town of Grand Valley.

Thomasfield has been a responsible partner in the development of the Town and has co-operated with the front ending of various works as required to proceed. The inclusion of the Phase 4 Mayberry Hill lands within the Settlement Area will allow Thomasfield to continue its established building program. Thomasfield Homes has shown that they are committed to Grand Valley and following through with their plans.

### **Thomasfield Employment Lands, 31.0 ha**

The Thomasfield Employment lands which are 31 ha are a logical expansion of the Town's current employment lands, in southerly direction to County Road 109. The current designated Employment Lands within the Town's Settlement Boundary are also owned by Thomasfield Homes. These lands are draft plan approved and Thomasfield is actively working through detailed design.

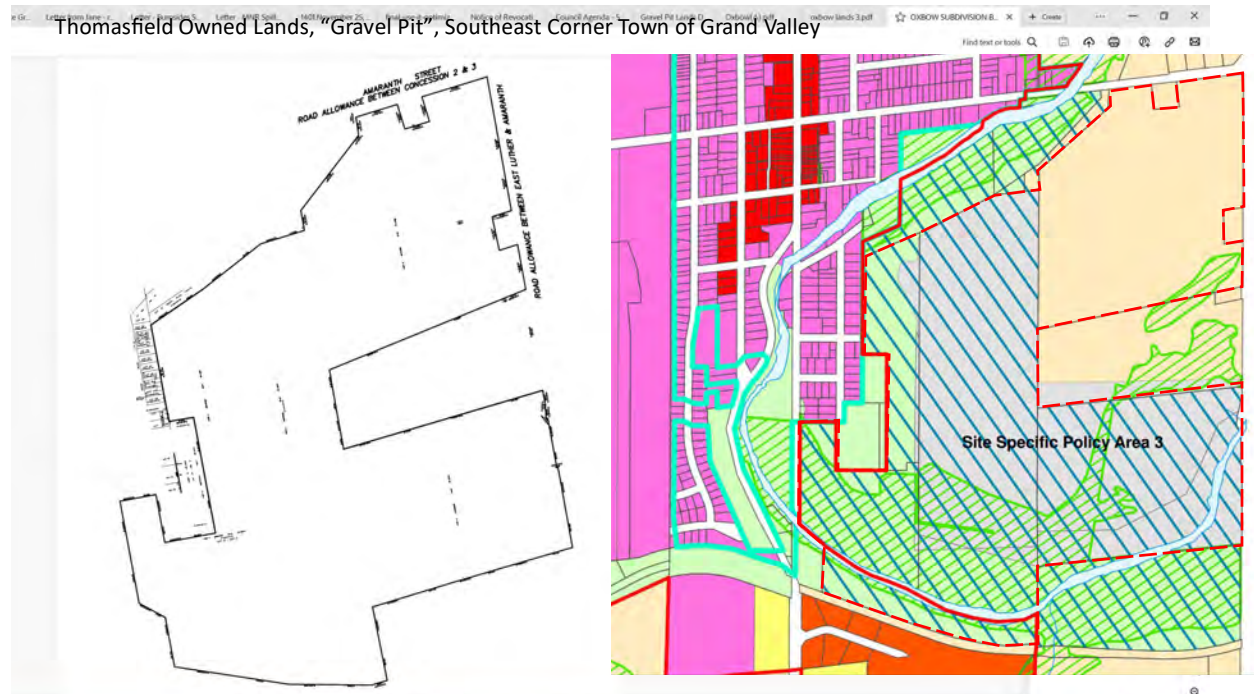
The current draft plan approved Employment Lands are admittedly oddly configured as a result of a 2014 OMB settlement during a previous Official Plan Update. The current size and configuration make it expensive, challenging and inefficient to develop; the site is unable to respond to the needs of potential large scale users.

Expanding the Town's employment lands down to County Road 109, a major east-west roadway, creates a gateway into the Town and is logical from a transportation access perspective. This is a justifiable expansion to the Town's Settlement are to bring in much needed diversity to the Town's tax base and strengthen the local economy, presently local job opportunities are limited within this growing and desirable community.

### **Thomasfield and Others, 79 ha**

The lands identified as "Thomasfield and Others, 79 ha" on *Attachment 1* comprise 79 ha. Of the 79 ha identified for inclusion in the Settlement Area, approximately 54 ha is under Thomasfield ownership,

the remainder of the lands are owned by others and represents a natural “rounding out” within the southeast quadrant of the Town with the inclusion of several severed lots. The lands specifically under Thomasfield ownership are identified below:



The area identified above is an assembly of multiple properties which Thomasfield acquired in 2003, 2005 and 2010. Two aggregate licenses were located on one of the properties (formerly License #5674 and #5625), and corresponds with the lands designated “Extractive Industrial” in the Town’s Official Plan. These licenses were in suspended in 2004, prior to Thomasfield’s acquisition of the property .

The “Extractive Industrial” designation within the Town of Grand Valley’s Official Plan is a historic designation which was carried over from the time when the previous owner had an active aggregate license on them. This is no longer the case, as the licenses were revoked by MNRF in 2016 (see *attached*).

The previous owner conducted gravel operations on the property and historic extraction and disturbance took place outside the licensed limit. As a result, of these gravel operations which included excavations below the water table and excavation outside the licensed limit, a series of ponds and channels were created. The MNRF rehabilitation site plans for both licenses identified the final use to be residential development. Because of the unique features on the property extensive discussions took place with the Town of Grand Valley, MNRF and the Grand River Conservation Authority (GRCA) to explore a “spillway” feature on the subject lands. It is noted however that, following surrender of the licenses in 2016 MNRF’s involvement ceased.



The Town of Grand Valley experiences recurrent flooding and the spillway feature would divert floodwaters into the series of small ponds, already created through the gravel extraction process and provide a controlled release back into the Grand River downstream thereby by-passing Grand Valley's downtown and reducing its flooding problems.

Thomasfield has support from the Town of Grand Valley to investigate the spillway concept. Council passed a resolution on September 25, 2012 which endorsed the proposed rehabilitation-spillway concept. More specifically, Council endorsed the spillway concept,

*“which conceptualizes an opportunity to re-route excess river flows through a series of small ponds upon the property, thereby diverting flood waters from the downtown and affected areas, and that Township staff be directed, together with Thomasfield Homes Ltd. to engage in further discussion regarding the feasibility of the spillway concept and attend meetings as necessary with the relevant approval authorities.”*

Furthermore, the Town of Grand Valley Official Plan recognizes that:

*Site Specific Policy Area 3 is a former gravel pit. The Town encourages the rehabilitation of the former gravel pit including the creation of a possible spillway feature within a portion of the area identified as Site Specific Policy Area 3 on Schedule A-1 & A-2. A possible spillway feature may be utilized to divert and alleviate current flooding in the Downtown Core that is caused by the Grand River. The creation of this potential spillway will be subject to the completion of appropriate studies and the approval of an Environmental Assessment. The final location and creation of any spillway feature is subject to the approval of the satisfaction of the applicable authorities, including the Ministry of Natural Resources and Conservation Authority (Section 5.13.3, Grand Valley Official Plan 2006 Office Consolidation November 2016).*

Thomasfield had also been in discussion with GRCA to seek support and discuss the feasibility of this proposal. At a September 27, 2013 GRCA Board meeting, GRCA staff recommended that:

*“THAT GRCA support the incorporation of a spillway diversion channel in the Oxbow Property MNR site rehabilitation plan;*

*AND THAT advancement of the Spillway concept utilize updated topographic base mapping and hydraulic modelling for the study reach;*

*AND THAT GRCA staff engage in further discussion with the municipality and proponent to complete a terms of reference for a spillway concept feasibility study.”*

GRCA recognizes that Grand Valley is a flood damage centre on the Grand River and there are approximately 75 residences and businesses located within the regional floodplain in Grand Valley. Flood flows through Grand Valley are generally uncontrolled and as such, the proposed spillway would provide GRCA with an opportunity to alleviate and control flood conditions.

Thomasfield intends to develop these lands for residential purposes together with a possible spillway feature. The proposed spillway concept and redevelopment of the abandoned gravel pit together with adjacent lands would provide a number of benefits to the community and public agencies. Subject to further study, the spillway concept could provide a unique solution to mitigate flooding and could permit

new development to occur within the downtown which is currently restricted due to its location within the floodway and flood fringe. Additionally, the spillway concept would create a unique community feature for Grand Valley with naturalized water features, active and passive recreation space and provide connectivity to the existing community.

The Ontario Aggregate Resource Corporation (TOARC) would like to see this former gravel pit rehabilitated as well (*see attached letter*).

The lands identified as “Thomasfield and Others, 79 ha” on *Attachment 1* represents a truly unique opportunity for Grand Valley and has the potential to transform the blemished landscape that the former gravel operations left behind to provide a unique residential development which is complete with active and passive recreational opportunities connecting the whole community.

### **Conclusions**

Grand Valley is well positioned to accommodate a larger share of the growth within Dufferin County, to match the investment infrastructure made by the Town and utilize this infrastructure in an efficient manner. The Town has a proven 10+ year track record of housing growth and has demonstrated the ability to manage this growth and its associated infrastructure needs. Additional residential allocation and an urban boundary expansion is justifiable. Furthermore, other local municipalities within the County such as Shelburne and Orangeville are reaching the build out of their urban areas and face constraints to additional residential growth such as Greenbelt constraints.

The demand for residential development has increased above historic levels which is able to justify the need for an urban boundary expansion on a local level. On a Provincial level, the minimum density and intensification targets can be met and the proposed expansion meets the criteria outlined to justify such expansions.

We look forward to continuing to be involved and engaged as the Municipal Comprehensive Review progresses.

If you have any questions regarding the information provided, please feel free to reach out.

Yours truly,  
**GSP Group Inc.**



Hugh Handy, MCIP, RPP



Charlotte Lewington

Vice President, Planner  
direct: 226.242.5351  
email: [hhandy@gspgroup.ca](mailto:hhandy@gspgroup.ca)

Planner  
direct: 226.243.7657  
email: [clewington@gspgroup.ca](mailto:clewington@gspgroup.ca)

cc. Mark Kluge, Town Planner  
Tom Krizsan, Thomasfield Homes Ltd.  
Katherine McLaughlin, Thomasfield Homes Ltd.

# Attachment 1



## The Corporation of the Town of Grand Valley

5 Main Street North  
Grand Valley, ON L9W 5S6  
Tel: (519) 928-5652  
Fax: (519) 928-2275

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

July 12, 2022

The County of Dufferin  
30 Centre Street  
ORANGEVILLE ON L9W 2X1

### **Attention: Warden Wade Mills & County Council**

Dear Warden Mills and Members of Council:

Grand Valley Council has reviewed the June 23, 2022 WSP presentation and report to County Council on the status of the County MCR process. To say that the Town is disappointed with only being allocated 57 hectares of land for future growth to 2051 is an understatement.

We are addressing this letter to the Warden and County Council because Council feels that its concerns and input have not been adequately addressed at the staff level.

This letter will outline to the Province, County, Local Municipalities, and our Development Partners why Grand Valley is ready and willing to accept new growth beyond the limited growth provided in the current Lands Needs Assessment (LNA), prepared by the County's Consultant, WSP.

In late 2021, Town Planning provided County Staff with an updated map of Council's preferred urban expansion area as of November 9, 2021. This map is attached to this letter, showing a mix of lands that the Town is interested in seeing developed. While the lands are numbered, the numbering does not indicate a ranking. The Cor Seed (#4) parcel is CRUCIAL for inclusion in this expansion due to its involvement with a critical piece of infrastructure (McIntosh Drive), as outlined in the Town's Transportation Master Plan. The Moco (#5) parcel would allow their current Draft Plan Approved subdivision to be completed. The Thomasfield Gravel Pit Lands (#8) would allow an eyesore to be redeveloped without taking farmland out of production. Finally, the De Luca lands (#2) at Concession Road 2-3 and Sideroad 28-29, and adjacent to the Town's new park, represent a unique opportunity for a senior's focused development, that would include a tourism component.

The November 9, 2021 map outlines a larger urban boundary expansion for the Town than the one outlined in the WSP Land Needs Assessment Report AND is still in conformity with APPENDIX F – Long Term Development Plan, found in the Town's approved Official Plan as attached and supported by Council Resolution 2014-03-40 in March 2014.

Grand Valley has a reputation for successfully developing within its existing urban boundary. The Town has multiple developers, large and small, with whom the Town has worked successfully in the past, along with new landowners that are ready to build both homes and commercial/industrial space.

Grand Valley has an abundance of land within its own boundary available for development, unfettered by political boundaries. One of the largest areas is a former gravel pit, just east of the downtown, which for years has been fenced-off, dangerous, and an eyesore in our community. It could become a stunning mixed density housing and recreation development, if it were to be included in the urban boundary.

Grand Valley understands that we need to increase the variety of dwelling types in our community to include semi-detached, townhomes and low-rise multi unit buildings (both rental and condominium). Expanding our urban settlement boundary for housing is in full alignment with the myriad of reports and recommendations from the Province, the Association of Municipalities of Ontario, and other bodies.

In terms of employment lands, Grand Valley requires more. Our current employment lands are just now going through the planning process of subdivision and zoning; however, the size and configuration of this land makes it both expensive and challenging to develop. Grand Valley needs to expand its employment lands to increase and diversify our tax base, fortify our small local economy, increase jobs which equates to an increased daytime population to supply much needed day-time firefighters to our volunteer Fire Department and give residents more time to participate in local voluntary initiatives.

Our water and wastewater infrastructure is being expanded in 2022-2023, which will see the entirety of the town's current urban boundary serviced to 2031. Furthermore, there is an opportunity to expand this even further with very few challenges. Grand Valley understands that growth cannot occur without servicing and the Town is prepared to update all the necessary studies to ensure that there are adequate services for continued growth.

To summarize, Grand Valley is well positioned within Dufferin County to accommodate more growth:

- Grand Valley has an abundance of land within its own political boundaries available for development. The expansion of Grand Valley's Settlement Boundary will occur within the Town's existing jurisdiction and will not require annexation.
- While an update to the servicing master plan is required, there are no existing servicing constraints to growth.
- There is a logical plan for contiguous future expansion through the Long Term Development Plan. The Town has studied these opportunities to coordinate future expansion through the Long Term Development Plan, Appendix F to the Town's Official Plan and supported by Council Resolution 2014-03-40 in March 2014.

- The Town of Grand Valley has an identified Natural Heritage system that will continue to be protected and enhanced through development, including through future trail linkages.
- Further to this long-range planning, the Town of Grand Valley implemented policies and regulations that are supportive of responsible growth, such as the implementation of a municipal-wide Development Charges By-law and the Grand Valley Tree Canopy and Natural Vegetation By-law.
- Grand Valley is planning for the future with other features in the Town to support a growing community, including a new Recreation Manager role created in 2022, the addition of a multimillion-dollar recreation park already in development, and completing work on a Recreation Master Plan to serve the recreation needs of the growing community.
- 57 hectares is simply not enough land to realize the full potential of the Town for residential, commercial, institutional and employment growth.

The urban boundary expansion strategy is supportive of the Town's long-term objectives:

- Providing a Seniors' facility for a multi-generational community
- Developing surplus lands not currently in agricultural production in proximity to the existing settlement area
- Expanding the economic base in Tourism and providing new capacity for overnight accommodation and needed community space for marquee events
- Providing opportunities for residents to live, work and play within Grand Valley by creating local employment opportunities and expanded recreation opportunities
- Expanding the economic base through the timely development of new employment lands

Dufferin County and their Consultant WSP have made no changes to the original LNA even though Grand Valley has repeatedly and consistently asked for more growth and an expanded urban boundary.

In order to achieve the desired outcome for Grand Valley, Council has directed the Town Planner to convene a meeting between the Town and its Development Partners regarding a potential Minister's Zoning Order under the Community Infrastructure and Housing Accelerator. We are exploring this option to determine if that process might serve to expedite our plans to grow our community.

Finally, Grand Valley acknowledges that the purpose of the LNA is to follow Provincial data analysis requirements, but as has been stated on several occasion at both County Committee and Council meetings, these are only targets.

Grand Valley can and is willing to do more to accommodate growth not only in Grand Valley but in Dufferin County as a whole.

Grand Valley looks forward to a favourable, supportive response from County Council.

Sincerely,



Steve Soloman  
Mayor

cc. Minister of Municipal Affairs & Housing, Steve Clark MPP Leeds-Grenville Thousand Islands and Rideau Lakes  
Ministry of Municipal Affairs & Housing – Kay Grant, London Office  
Minister of Health & Deputy Premier, Sylvia Jones MPP Dufferin-Caledon  
Sonya Pritchard, CAO, County of Dufferin  
Cody Joudry, Director of Development and Tourism, County of Dufferin

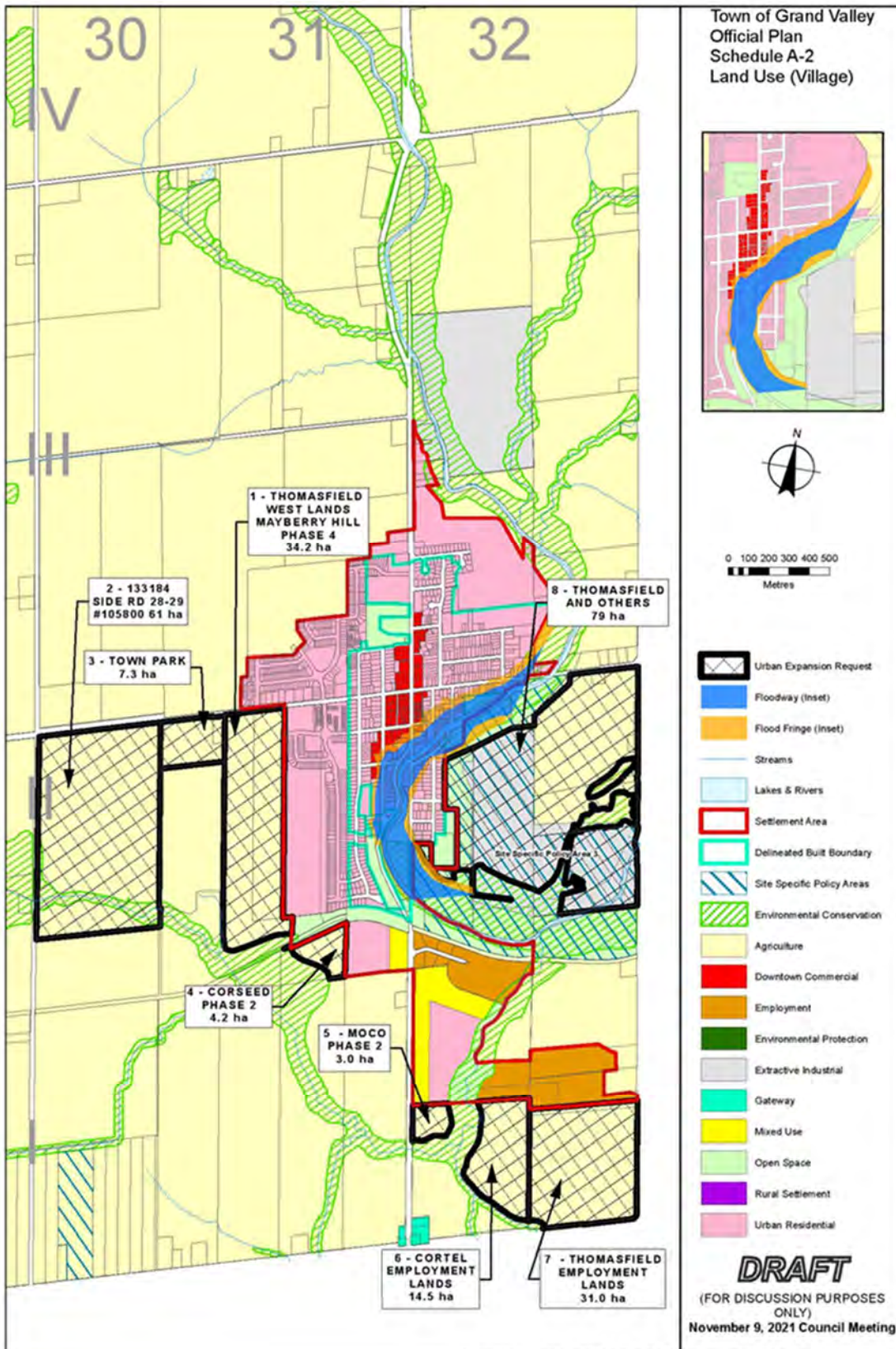
Mayor & Council Township of Amaranth  
Mayor & Council Township of East Garafraxa  
Mayor & Council Township of Melancthon  
Mayor & Council Township of Mono  
Mayor & Council Township of Mulmur  
Mayor & Council Town of Orangeville  
Mayor & Council Town of Shelburne

Darren P. Vella, Innovative Planning Solutions (Cortel Group)  
Cameron Sellers, Innovative Planning Solutions (Cortel Group)

Adam C. De Luca, De Luca Group  
Robert Walter-Joseph, Senior Planner Gladki Planning Associates (De Luca Group)

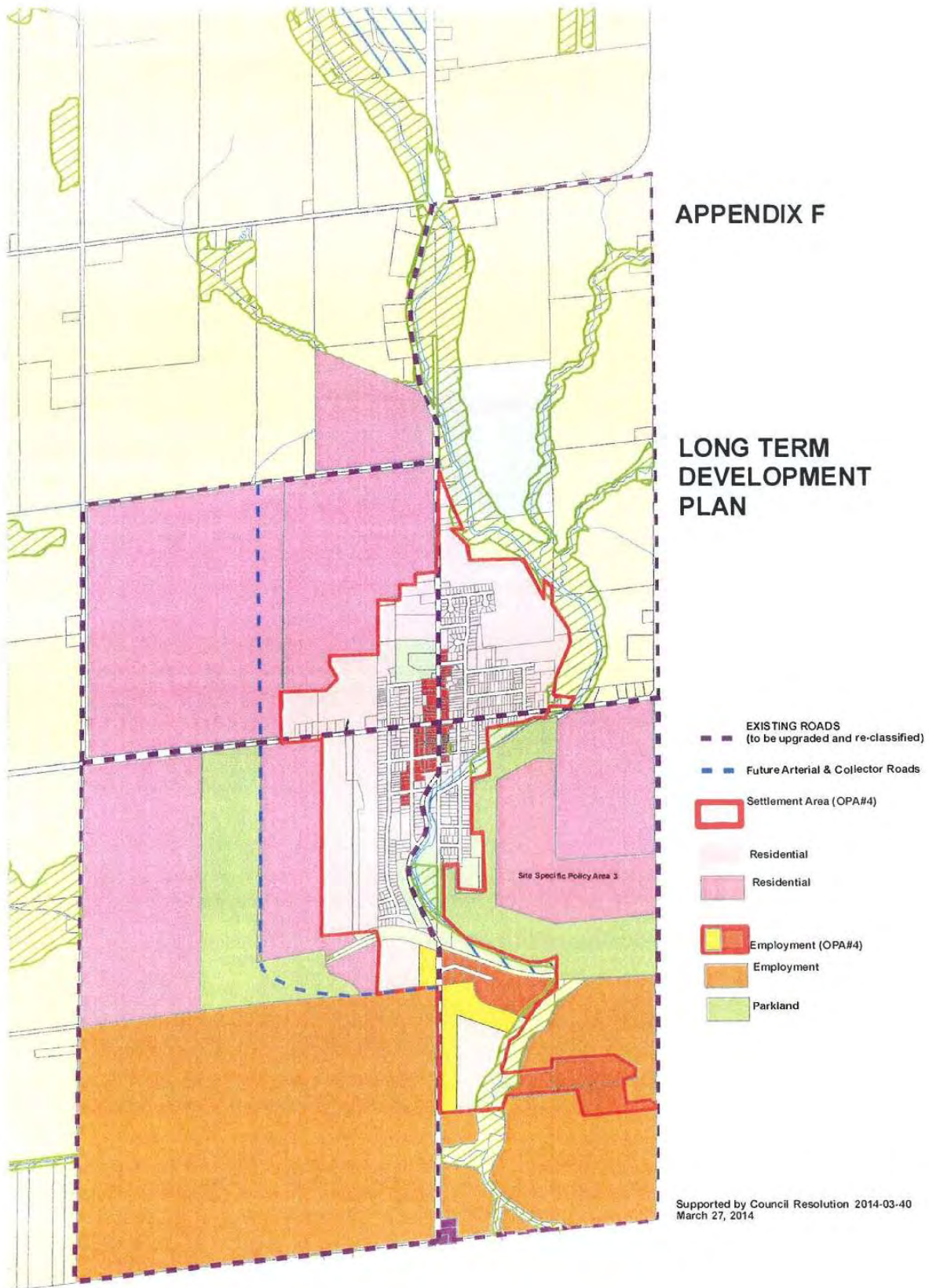
Tom Krizsan, President Thomasfield Homes  
Katherine McLaughlin, Manager, Land Development & Acquisitions Thomasfield Homes  
Astrid J. Clos Planning Consultants (Thomasfield Homes)

### Grand Valley Council Preferred Urban Expansion Areas (November 9, 2021)





### Grand Valley Official Plan APPENDIX F – Long Term Development Plan (2014)



February 17, 2016

Re-Pak Industries Inc.  
582 Bowes Road  
Concord, ON L4K 1K2

**RE: Licence Revocation under the Aggregate Resources Act  
Licence Ref. # 5625, Re-Pak Industries Inc.  
[REDACTED] Town of Grand Valley  
County of Dufferin (Geographic Township of Luther)**

Further to the Notice of Intent to Revoke dated March 9, 2015 for Contravention of subsection 14(1) of the Aggregate Resources Act, please be advised that Licence No. 5625 has been revoked. Attached is a copy of the Notice of Revocation for your records.

Should you have any further questions, please contact the undersigned.

Sincerely,



Kristy Sutherland  
Aggregate Technical Specialist  
Guelph District Office  
Kristy.Sutherland@ontario.ca  
519 826 3569

cc. Clerk, Town of Grand Valley  
Clerk, County of Dufferin  
The Ontario Aggregate Resources Corporation  
Ministry of Labour, Mississauga

**AFFIDAVIT OF SERVICE**

I Kristy Sutherland  
(Aggregate Inspector)

did serve this notice on Feb. 17, 2016  
(Date)

to Re-Pak Industries Inc.  
(Licensee)

at 582 Bowes Road, Concord, ON L4K 1K2  
(Location)

Sworn before me at the City of Guelph  
this 17th day of February 2016.

L. McLean.  
Laura McLean

**LAURA JOHNSTON MCLEAN, a  
Commissioner, etc., County of Wellington,  
for the Government of Ontario, Ministry  
of Natural Resources and Forestry.**

Ministry of Natural  
Resources and Forestry

Ministère des Richesses  
naturelles et des Forêts



Guelph District  
1 Stone Road West  
Guelph, Ontario  
N1G 4Y2

Telephone: (519) 826-4955  
Facsimile: (519) 826-4929

February 17, 2016

Re-Pak Industries Inc.  
582 Bowes Road  
Concord, ON L4K 1K2

**RE: Licence Revocation under the Aggregate Resources Act  
Licence Ref. # 5674, Re-Pak Industries Inc.  
[REDACTED] Town of Grand Valley  
County of Dufferin (Geographic Township of Luther)**

Further to the Notice of Intent to Revoke dated March 9, 2015 for Contravention of subsection 14(1) of the Aggregate Resources Act, please be advised that Licence No. 5674 has been revoked. Attached is a copy of the Notice of Revocation for your records.

Should you have any further questions, please contact the undersigned.

Sincerely,

A handwritten signature in cursive script that reads "Kristy Sutherland".

Kristy Sutherland  
Aggregate Technical Specialist  
Guelph District Office  
Kristy.Sutherland@ontario.ca  
519 826 3569

cc. Clerk, Town of Grand Valley  
Clerk, County of Dufferin  
The Ontario Aggregate Resources Corporation  
Ministry of Labour, Mississauga

To meet with our staff please be sure to call ahead and make an appointment.  
For general information visit: [www.mnr.gov.on.ca](http://www.mnr.gov.on.ca) or [www.ontario.ca](http://www.ontario.ca)

**AFFIDAVIT OF SERVICE**

I Kristy Sutherland  
(Aggregate Inspector)

did serve this notice on Feb. 17, 2016  
(Date)

to Re-Pak Industries Inc.  
(Licensee)

at 582 Bowes Road, Concord, ON L4K 1K2  
(Location)

Sworn before me at the City of Guelph  
this 17th day of February 2016.

L. McLean.  
Laura McLean

**LAURA JOHNSTON MCLEAN, a  
Commissioner, etc., County of Wellington,  
for the Government of Ontario, Ministry  
of Natural Resources and Forestry.**

I, Bill Mauro Minister of Natural Resources,  
Je, Ministère des Richesses naturelles,

do hereby revoke licence number 5625  
révoque, par la présente le permis numéro

issued to Re-Pak Industries Inc.  
délivré à

for the following reasons:  
et ce, pour les motifs suivants:

**Contravention of subsection 14(1) of the Aggregate Resources Act which demands that you shall pay an annual licence fee for 2005-2014 in the prescribed amount (\$3,600) within the prescribed time (June 12, 2015).**

AND FURTHER TAKE NOTICE that this revocation is effective from the time of service of this notice upon you.  
EN OUTRE, VEUILLEZ ÊTRE AVISÉ que la révocation entre en vigueur dès que le présent avis vous est servi.

AND FURTHER TAKE NOTICE that all activities associated with the pit or quarry authorized by the above licence are prohibited. Continuing any activities without the authority of a licence, is a contravention of the Aggregate Resources Act and is punishable upon conviction by a fine of not less than \$500.00 and not more than \$30,000.00 for each day on which the offence continues (section 58, ARA).

EN OUTRE, VEUILLEZ ÊTRE AVISÉ que toute activité liée à l'exploitation du puits ou de la carrière visé(e) par le permis ou la licence mentionné(e) ci-dessus est interdite. Le fait de poursuivre toute activité pendant la période de suspension constitue une infraction à la Loi sur les ressources en agrégats et est passible, sur inculpation, d'une amende minimale de 500 \$ et maximale de 30 000 \$ pour chaque journée pendant laquelle se poursuit l'infraction (article 58, LRA).

AND FURTHER TAKE NOTICE that you, the licensee, are entitled to a hearing by the Ontario Municipal Board, if, within 30 days of service of this Notice, you serve the Minister with a Notice that a hearing is required. (The appeal Notice may be served at the local Ministry of Natural Resources office for which the pit or quarry is located.)

EN OUTRE, VEUILLEZ ÊTRE AVISÉ qu'en tant que titulaires du permis, vous avez droit à une audience devant la Commission des affaires municipales de l'Ontario si, dans les 30 jours suivant réception du présent avis, vous remettez au ministre un avis l'informant que vous exigez une audience. (L'avis peut être signifié au bureau local du ministère des Richesses naturelles duquel relève le puits d'extraction ou la carrière.)

AND FURTHER TAKE NOTICE that despite the fact a hearing is required, the revocation of the licence remains effective. The Board may confirm the revocation of the licence or direct the Minister to rescind the revocation.

EN OUTRE, VEUILLEZ ÊTRE AVISÉ qu'indépendamment de la nécessité d'assister à une audience, la révocation reste en vigueur. La Commission peut confirmer la révocation du permis ou aviser le Ministre d'annuler la révocation.

AND FURTHER TAKE NOTICE that you must rehabilitate the entire site immediately or, the agents of the Trust in accordance with subsection 6.1 (5) of the Act, may enter the land to carry out such rehabilitation as the Trustee considers necessary.

EN OUTRE, VEUILLEZ ÊTRE AVISÉ que vous devez immédiatement réhabiliter le terrain complet, ou les Agents du fonds, conformément au paragraphe 6.1 (5) de la Loi, peuvent pénétrer sur le terrain et y entreprendre telle réhabilitation selon que le fiduciaire le juge nécessaire.

AND FURTHER TAKE NOTICE that in accordance with subsection 6.1 (6) of the Act, any amount spent by the Trust on the rehabilitation of the land is a debt due to the Trust by you, the most recent licensee

EN OUTRE, VEUILLEZ ÊTRE AVISÉ que, conformément au paragraphe 6.1 (6) de la Loi, tout montant dépensé par le fonds aux travaux de réhabilitation du terrain est une dette en votre nom, en tant que titulaire de dernière date, au compte du fonds.

Dated at Toronto this 21<sup>st</sup> day of October, year 2015  
Fait à en ce jour du mois de de l'année



Minister/Ministre



I, **Bill Mauro**  
Je,

Minister of Natural Resources and Forestry,  
Ministre des Richesses naturelles et des forêts,

do hereby revoke licence number **5674**  
révoque, par la présente le permis numéro

issued to **Re-Pak Industries Inc.**  
délivré à

for the following reasons:  
et ce, pour les motifs suivants:

**Contravention of subsection 14(1) of the Aggregate Resources Act which demands that you shall pay an annual licence fee for 2005-2014 in the prescribed amount (\$3,600) within the prescribed time (June 12, 2015).**

AND FURTHER TAKE NOTICE that this revocation is effective from the time of service of this notice upon you,  
EN OUTRE, VEUILLEZ ÊTRE AVISÉ que la révocation entre en vigueur dès que le présent avis vous est servi.

AND FURTHER TAKE NOTICE that all activities associated with the pit or quarry authorized by the above licence are prohibited. Continuing any activities without the authority of a licence, is a contravention of the Aggregate Resources Act and is punishable upon conviction by a fine of not less than \$500.00 and not more than \$30,000.00 for each day on which the offence continues (section 58, ARA).  
EN OUTRE, VEUILLEZ ÊTRE AVISÉ que toute activité liée à l'exploitation du puits ou de la carrière visé(e) par le permis ou la licence mentionné(e) ci-dessus est interdite. Le fait de poursuivre toute activité pendant la période de suspension constitue une infraction à la Loi sur les ressources en agrégats et est passible, sur inculpation, d'une amende minimale de 500 \$ et maximale de 30 000 \$ pour chaque journée pendant laquelle se poursuit l'infraction (article 58, LRA).

AND FURTHER TAKE NOTICE that you must rehabilitate the entire site immediately or, the agents of the Trust in accordance with subsection 6.1 (5) of the Act, may enter the land to carry out such rehabilitation as the Trustee considers necessary.  
EN OUTRE, VEUILLEZ ÊTRE AVISÉ que vous devez immédiatement réhabiliter le terrain complet, ou les Agents du fonds, conformément au paragraphe 6.1 (5) de la Loi, peuvent pénétrer sur le terrain et y entreprendre telle réhabilitation selon que le fiduciaire le juge nécessaire.

AND FURTHER TAKE NOTICE that in accordance with subsection 6.1 (6) of the Act, any amount spent by the Trust on the rehabilitation of the land is a debt due to the Trust by you, the most recent licensee  
EN OUTRE, VEUILLEZ ÊTRE AVISÉ que, conformément au paragraphe 6.1 (6) de la Loi, tout montant dépensé par le fonds aux travaux de réhabilitation du terrain est une dette en votre nom, en tant que titulaire de dernière date, au compte du fonds.

Dated at \_\_\_\_\_ this 10 day of FEBRUARY, year 2016  
Fait à \_\_\_\_\_ en ce jour du mois de de l'année

Minister/Ministre



## CORPORATION OF The Town of Grand Valley

5 MAIN STREET N., GRAND VALLEY ON L9W 5S6

Phone: 1-519-928-5652

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

June 7, 2019

The Ontario Aggregate Resources Corporation  
Suite 103, 1001 Champlain Avenue  
Burlington, Ontario L7L 5Z4

Attention: Bruce Semkowski, P.Eng  
[besemkowski@toarc.com](mailto:besemkowski@toarc.com)

Re: [REDACTED]  
**Amaranth East Luther Townline Road  
Former Gravel Pit lands (Thomasfield Homes Limited)  
Town of Grand Valley ON**

Mr. Semkowski:

The Town of Grand Valley wishes to provide you a status update of the above noted property owned by Thomasfield Homes Limited. Thomasfield Homes Limited continues to engage with the Town with respect to their development proposal for the subject lands and has conducted visioning exercises with Town staff.

The current proposal envisions a master planned residential community utilizing the formerly excavated areas (now ponds) as naturalized community features. The proposal also provides for future flood control and diversion measures should the Town determine these to be of benefit or necessary.

Both the Town and Thomasfield have engaged in consultation with the Grand River Conservation Authority on this matter, although further study would be required.

The Town of Grand Valley Official Plan also recognizes the former gravel pit lands as a "Special Policy Area" envisioning future rehabilitation, and the potential for flood control measures.

We request that TOARC allow Thomasfield to keep the lands in their current unrehabilitated state until a comprehensive plan has been approved so that there is efficiency and work isn't done twice.

The Town continues to engage with Thomasfield on their proposal and trust this update is satisfactory, please contact the Town should you wish to discuss further.

Yours truly,

Jane Wilson  
CAO/Clerk-Treasurer  
Town of Grand Valley

cc. Katherine McLaughlin, Thomasfield Homes Limited



Town of Grand Valley  
5 Main St. N.  
Grand Valley, Ontario  
L9W 5S6

March 4, 2024

Dear Mark Kluge,

**Subject: Response to Provincial Comments on Proposed Settlement Boundary Expansion and Prime Agricultural Land Assessment**

Gladki Planning Associates Inc. (“GPA”) are the planning consultants retained by the United People Corporation, the owner of the property at 133184 Sideroad 28-29 in the Town of Grand Valley (“Town”), located west of the commercial downtown area, and southwest of the intersection of Sideroad 28 & 29 and Concession Road 2 & 3 (the “subject lands”).

This letter is provided in response to Provincial comments regarding Dufferin County Official Plan Amendment (“OPA”) No. 3 and the County Municipal Comprehensive Review (“MCR”) submission. This letter provides a brief assessment of the land use policy context, particularly its alignment with the Provincial Policy Statement and its conformity with the mandates of the Ministry of Natural Resources and Forestry (“MNRF”) and the Ontario Ministry of Agriculture, Food and Rural Affairs (“OMAFRA”). A memorandum prepared by MacNaughton, Hermsen, Britton, Clarkson Planning Ltd. (“MHBC”) providing a high-level review of the surrounding agricultural system is enclosed with this letter.

## Overview

As you are aware, GPA has been working to facilitate the development of the subject lands and advance the Settlement Boundary expansion to facilitate the proposed community land use vision.

In November 2020, GPA submitted a request to include the subject lands within the Settlement Boundary as part of the County MCR. On November 1, 2021, GPA submitted detailed materials supporting our client’s community concept to the Town of Grand Valley, followed by a comprehensive presentation to Town Council on November 9, 2021 further detailing the proposed land use vision and its alignment with County and Town objectives. At this meeting, Town Council directed staff to provide a preferred urban boundary expansion map with the subject lands included within the expanded settlement boundary as part of the County MCR and conformity exercise.

The proposed expansion inclusive of our client’s lands adheres to the provincial policy framework governing land use planning in Ontario. This framework provides clear directives for planning authorities when identifying or permitting the expansion of settlement areas, especially within prime agricultural areas.

Our analysis supports the inclusion of these lands within the expanded settlement boundary. This conclusion is backed by a review of alternative locations within Grand Valley, adherence to the minimum distance separation (MDS) formulae, and a mitigation strategy for potential impacts on adjacent agricultural operations. In particular:

1. The subject lands do not fall within designated specialty crop areas, ensuring the preservation of high-value agricultural lands.
2. All the lands surrounding the Grand Valley Settlement Boundary are classified as Prime Agricultural Areas. There are no reasonable alternatives that avoid Prime Agricultural Areas or utilize lands of lower agricultural priority.
3. The proposed development respects the minimum distance separation formulae, minimizing potential conflicts between residential development and existing agricultural operations.
4. Strategies are available to mitigate any potential impacts on surrounding agricultural operations, further validated by the detailed work of MHBC.

## **Planning Policy Framework**

A hierarchy of legislation and policy documents constitute the framework for planning decisions in the province of Ontario. This letter considers applicable policies regarding agricultural lands, prime agricultural lands, natural heritage features included within the Provincial Policy Statement (PPS), Growth Plan for the Greater Golden Horseshoe (Growth Plan), Dufferin County Official Plan, and the Town of Grand Valley Official Plan.

## **Specialty Crop Areas and Prime Agricultural Areas**

*PPS 1.1.3.8.(c); Growth Plan 2.2.8.3.(f); Dufferin County Official Plan 3.5.1.1.(e), 3.5.1.1.(g); Town of Grand Valley Official Plan 8.6.(e)*

The subject lands targeted for the proposed expansion do not fall within specialty crop areas, thereby preserving the most productive agricultural lands. Alternative locations surrounding the Town of Grand Valley have been considered. All lands surrounding the Town of Grand Valley are considered Prime Agricultural Area. There are no reasonable alternatives to avoid prime agricultural areas altogether surrounding the Town.

Among the available options within prime agricultural areas, there are no reasonable alternatives on lands of lower agricultural priority. Further, our client's lands are best positioned to deliver on the community's development objectives.

## **Key Hydrologic Areas and the Natural Heritage System**

*Growth Plan 2.2.8.3.(e); Dufferin County Official Plan 3.5.1.1.(e)*

There are no identified natural heritage features within the subject lands as identified within the Dufferin County Official Plan. The proposed expansion does not impact key hydrologic or natural heritage systems.

## **Minimum Distance Separation Formulae**

*PPS 1.1.3.8.(d); Growth Plan 2.2.8.3.(g); Dufferin County  
Official Plan 3.5.1.1.(h); Town of Grand Valley Official Plan  
4.2.3.1*

The proposed expansion is in compliance with the minimum distance separation formulae allowing for the appropriate and orderly development of the subject lands without impacting surrounding agricultural operations. Surrounding agricultural operations have been identified. Appropriate mitigation may be provided through the development review process. The supporting memorandum enclosed with this letter identifies a minor intrusion into the MDS setback from a small horse barn on an undersized farm parcel located to the north of the subject lands. The memorandum notes that the intrusion into the MDS could be tolerated, particularly through mitigation features incorporated into the future subdivision design or through other measures including warning clauses, owner's information packages and edge planting. The province's MDS Guidelines contemplate reductions of setbacks in certain circumstances and provide mitigation measures to meet the intent of the Guidelines.

## **Mitigating Potential Adverse Impacts on the Agri-Food and Agricultural System**

*PPS 1.1.3.8.(e); Growth Plan 2.2.8.3.(h); Dufferin County  
Official Plan 3.5.1.1.(n); Town of Grand Valley Official Plan  
8.6.(f)*

The lands do not impact surrounding agricultural operations. Further, appropriate mitigation opportunities are available and may be addressed through the development review process.

## **Agricultural Review Memorandum**

A technical memorandum prepared by MHBC is enclosed with this letter to provide input into the County of Dufferin Municipal Comprehensive Review Process. This memorandum provides a high-level review of the agricultural system in proximity to the subject lands with respect to the proposed settlement boundary expansion. This analysis included a 'windshield' survey to identify agricultural uses in the study area, which included the subject land and surrounding lands as well as other lands identified as alternatives for inclusion into the settlement area.

The memorandum identifies a livestock barn located on an undersized agricultural lot located north of the subject property. This facility is noted to have limited potential for expansion and the MDS setback results in a minor intrusion of the subject lands. This impact is noted as being tolerable with mitigation measures through future design and other mitigation measures including odour warning clauses.

Regarding the impact of a settlement boundary expansion on prime agricultural areas, the memorandum concludes that any expansion of the urban area of Grand Valley would affect prime agricultural land and be within a prime agricultural area and acknowledges that the addition of the subject lands to the settlement area would result in the loss of prime agricultural land, however, the impacts on surrounding agricultural operations and land from any proposed residential use on the subject lands could be mitigated.

## Conclusion

Gladki Planning Associates Inc., on behalf of United People Corporation, has evaluated the implications of expanding the settlement boundary to include the subject lands at 133184 Sideroad 28-29. Our analysis, supported by detailed documentation from MHBC, confirms that the proposed expansion meets the rigorous criteria set forth by the Provincial Policy Statement, particularly policies 1.1.3.8(c), (d), and (e), and aligns with the directives of Dufferin County and the Town of Grand Valley regarding land use and development.

We trust that this response, along with the supporting analyses provided, addresses the concerns raised regarding the proposed urban expansion and highlights our commitment to responsible and strategic planning.

We welcome the opportunity for further dialogue to address any additional concerns or requirements as they arise from the Province and we look forward to further discussions through this process.

Yours sincerely,

Gladki Planning Associates Inc.

**Per:**

A handwritten signature in black ink, appearing to read 'RWJ', with a stylized flourish extending to the right.

Robert Walter-Joseph, MA (PL), RPP, MCIP  
Senior Planner  
Gladki Planning Associates  
(416) 362-7755 ext. 100  
[rwalterj@gladkiplanning.com](mailto:rwalterj@gladkiplanning.com)

**Enclosure:** Grand Valley Municipal Comprehensive Review: Agricultural Review prepared by MHBC

**c:** Adam DeLuca, De Luca Group



# MEMO

<b>To:</b>	<b>United People Corporation</b>
<b>From:</b>	<b>Pierre Chauvin</b>
<b>Date:</b>	<b>March 1, 2024</b>
<b>File:</b>	<b>2272A</b>
<b>Subject:</b>	<b>Grand Valley Municipal Comprehensive Review: Agricultural Review</b>

MacNaughton, Hermsen, Britton, Clarkson Planning Ltd. (MHBC) has been retained by United People Corporation to review from an agricultural impact perspective, the potential addition of lands located at [REDACTED] (the 'subject lands') within the Grand Valley settlement boundary.

The purpose of this technical memorandum is to provide a high-level review of the agricultural system in proximity to the subject lands, and evaluate the subject lands' potential for inclusion into the Town of Grand Valley settlement area. This analysis included a 'windshield' survey to identify agricultural uses in the study area, which included the subject lands and surrounding lands.

This memo is not intended to serve as a full Agricultural Impact Assessment (AIA) for the subject lands.

## 1. Property Context & Policy Framework

The subject lands are located at [REDACTED] in the Town of Grand Valley, County of Dufferin (Figure 1). The subject lands are located to the west of the settlement area of the Town of Grand Valley, and are approximately 60.8 hectares. The subject lands are primarily used for agricultural production, but also contain an old poultry barn (currently not suitable for livestock use) and a derelict silo structure. There is also a shrub land area on the northwest portion of the subject lands, and a creek, which runs through the southern half of the subject lands.

The subject lands are identified as within the Prime Agricultural System as mapped by the Province. Accordingly, the subject lands are mapped as Agricultural in the Town of Grand Valley Official Plan Schedule A-1.

## ***Dufferin County Official Plan***

The subject lands are designated Agricultural in the County of Dufferin Official Plan Schedule C. The County Official Plan outlines policies pertaining to Settlement Boundary Expansions in Chapter 3.5.1. A settlement boundary expansion must occur in a Municipal Comprehensive Review (MCR), which is currently being undertaken (3.5.1.1.).

The following subsections are applicable to the Settlement Boundary Expansion request, from an agricultural perspective:

*e) the land is physically suitable for development, considering any constraints to development, including topography, hazard lands, natural heritage features and areas, systems, natural resources and source water considerations, and the protection of prime agricultural areas for the long term;*

The subject lands are relatively flat. There are no identified natural heritage features and areas on the subject lands, as identified on Dufferin County Schedule E1. While the subject lands are considered prime agricultural, all of the lands surrounding Grand Valley are considered Prime Agricultural by both the Province and the County. Therefore, any expansion of the Grand Valley urban area will be within a prime agricultural area.

*g) where the expansion is considered on Agricultural Areas, the lands do not comprise specialty crop areas, alternative locations have been evaluated and there are no reasonable alternatives which avoid the Agricultural Areas, and, there are no reasonable alternatives on lower priority agricultural lands in prime agricultural areas;*

The lands surrounding the urban area of Grand Valley are not considered or mapped as specialty crop areas. All lands surrounding the settlement area are considered prime agricultural. Soil capabilities on lands surrounding the existing settlement area, including the subject lands, are generally within the CLI Class 1 and 2 categories. Therefore, there are no reasonable alternatives to avoid lower priority agricultural lands.

*h) the expanding settlement area is in compliance with the Province's Minimum Distance Separation Formulae;*

Several livestock barns were identified via the agricultural land use survey and site visit. MDS calculations and resulting setbacks are illustrated on Figure 4. As a general comment, the proposed settlement area expansion on the subject lands does not have a significant impact from an MDS perspective.

## ***Town of Grand Valley Official Plan***

The Township Official Plan also provides policy direction regarding settlement boundary expansions in Chapter 8.6. Specifically, policies pertaining to agriculture are as follows:

*e) Where an expansion is proposed in Prime Agricultural Areas, it has been demonstrated that there are no reasonable alternatives that avoid Prime Agricultural Areas and there are no reasonable alternatives on lower priority agricultural lands in the Prime Agricultural Area;*

As discussed previously, all lands surrounding the settlement area of Grand Valley are considered Prime Agricultural Area (Figure 2). Therefore, any expansion of the Grand Valley settlement area will be within a Prime Agricultural Area and there are no reasonable alternatives to avoid Prime Agricultural Areas or lower priority agricultural lands.

*f) Impacts from expanding settlement areas on agricultural operations that are adjacent or close to the settlement areas are mitigated to the extent feasible;*

Section 2 of this memo characterizes, at a high level, the agricultural resources surrounding the subject lands. Further impact analysis can be reviewed and implemented through the detailed subdivision approval stage.

The Township Official Plan also outlines policies pertaining to MDS in section 4.2.3:

*4.2.3.1 Minimum Distance Separation Formulae All new development shall comply with the Provincial Minimum Distance Separation Formulae I or II (MDS I or MDS II) as may be amended from time to time, and the Guidelines thereunder. MDS I shall be used to calculate the minimum distance separation for new development and land division from existing livestock facilities. MDS II shall be used to calculate the minimum distance separation for new or expanding livestock facilities from existing or approved development. The MDS I will be applied to vacant lots. However, Council may consider minor reductions to MDS I on vacant lots where the intent, if not the precise distances of MDS I, or mitigation of environmental impacts warrant further consideration. Council may also consider minor reductions to MDS II based on site specific circumstances, where the intent, if not the precise distances of the MDS II, or mitigation of environmental impacts warrant further consideration.*

*The Zoning By-law will incorporate the Minimum Distance Separation Formulae.*

As shown on Figure 4, MDS setbacks have a minor intrusion on the subject lands. The livestock barn affecting the subject lands located at 242213 Concession Road 2-3 consists of a relatively small horse barn on an undersized farm parcel. The potential for expansion or change of livestock use of this equestrian facility is generally limited given the existing size of the property. Given the type of livestock (i.e. horses), the odour potential from this type of livestock operation is far less than other forms of livestock (e.g. swine or poultry). As a result, a minor intrusion into the MDS setback could be tolerated particularly if mitigation measures were incorporated into the future design of a subdivision on the subject lands or implementation of other mitigation measures such as odour warning clauses, homeowner information brochures and edge planting.

## **2. Agricultural Resources**

The following subsection describes the agricultural resources and infrastructure within a 1.5 kilometre radius of the settlement area of Grand Valley. 1.5 kilometres was chosen in accordance with the Province's Draft Guidelines for Agricultural Impact Assessments. For the purposes of this report, the

Primary Study Area is considered to be the subject lands. The information presented was collected via a site visit, and confirmed with Google Satellite imagery.

### *Primary Study Area*

The primary study area consists of the Subject lands. The lands are approximately 60.8 hectares, and are currently used for cash cropping (soy). The lands contain the historical farmhouse near the south east corner of the property. Additional structures on the land include an old poultry barn (not suitable for future use) and run-in barn (unstable and not suitable for future use). The non-residential structures on the site are currently used for storage. An old silo is located on the property as well, and is currently unused.



*Run in Barn on site (Paintball/Airsoft Scrap pictured right)*



*Front of Run-in Barn on site*



*Poultry Barn (unused) and Silo on-site*



*House on-Site*



The subject lands consist of CLI Class 1 and 2 soils (Figure 3). The lands do not contain any tile drainage, however, the creek running through the southern portion of the property does act as drainage for the parcel (Drain No. 1). This area is identified as a regulated area by the Grand River Conservation Authority. There no other identified agricultural improvements to the subject lands.

### ***Secondary Study Area***

Lands in the secondary study area consist of all lands within a 1.5 kilometre radius of the subject lands.

The secondary study area consists of lands primarily used for cash cropping production. Some hay and pasture lands were identified in the secondary study area. Lands requested for urban expansion immediately east of the subject lands have been disturbed, for the development of a park. It is noted, that this park use would limit the ability for the placement of any new livestock facility on the subject lands.

Several livestock operations and bank barns were identified in the secondary study area. The following livestock barns were identified:



*Barn south of the Subject Lands (northwest of subject lands)*



*Barn (Via Google) – southeast of the Subject Lands*



██████████ Equestrian barn opposite the Subject Lands



██████████ Barn (Via google) – northeast of subject lands

These barns were identified surrounding the subject lands, and MDS calculations were completed for each of these barns as shown of Figure 4 of this memo.

#### **4.0 Conclusion**

The purpose of this report was to review the proposed inclusion of the subject lands within the settlement boundary from a preliminary agricultural perspective. In summary, there is no evidence

of any agricultural investment into the subject lands and the lands are not mapped or identified as a specialty crop area. All lands surrounding the settlement area of Grand Valley are considered Prime Agricultural Area and generally consist of Prime Agricultural Lands (Class 1 and 2). Therefore, any expansion of the Grand Valley settlement area will be within a Prime Agricultural Area and there are no reasonable alternatives to avoid Prime Agricultural Areas or lower priority agricultural lands. The minor intrusion into the MDS setback from the neighbouring horse barn is acceptable particularly if mitigation measures are incorporated into the future design of a subdivision on the subject lands.

Yours truly,

**MHBC**

A handwritten signature in black ink, appearing to read 'P. Chauvin', written over a large, light-colored oval scribble.

Pierre J Chauvin, BSc (Agr), MA, MCIP, RPP  
Partner

Figure 1: Context Map



**Grand Valley**  
The Township of East Luther Grand Valley  
Dufferin County

- LEGEND**
-  Subject Lands
  -  Urban Expansion Request
  -  Settlement Area
  -  Trails

**Sources:**  
- Contains information licensed under the Open Government Licence – Ontario.

**DATE:** May, 2022  
**FILE:** 2272A  
**SCALE:** 1:20,000  
**DRAWN:** GC

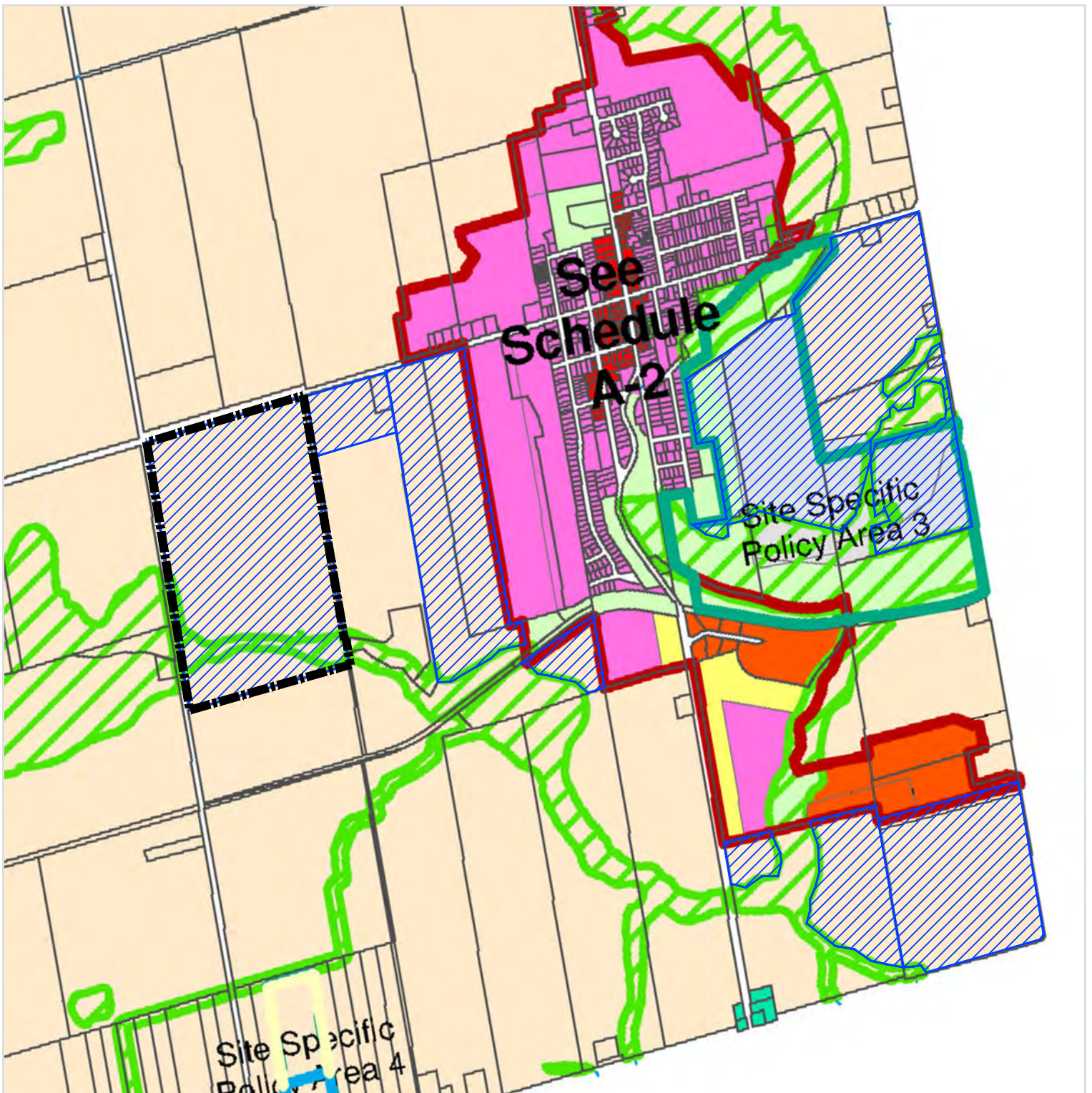


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**PLANNING  
URBAN DESIGN  
& LANDSCAPE  
ARCHITECTURE**

200-540 BINGEMANS CENTRE DR. KITCHENER, ON, N2B 3X9  
P: 519.576.3650 F: 519.576.0121 | WWW.MHBCPLAN.COM

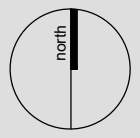


**Figure 2:  
Town of Grand  
Valley Official  
Plan: Schedule A-1  
Land Use**

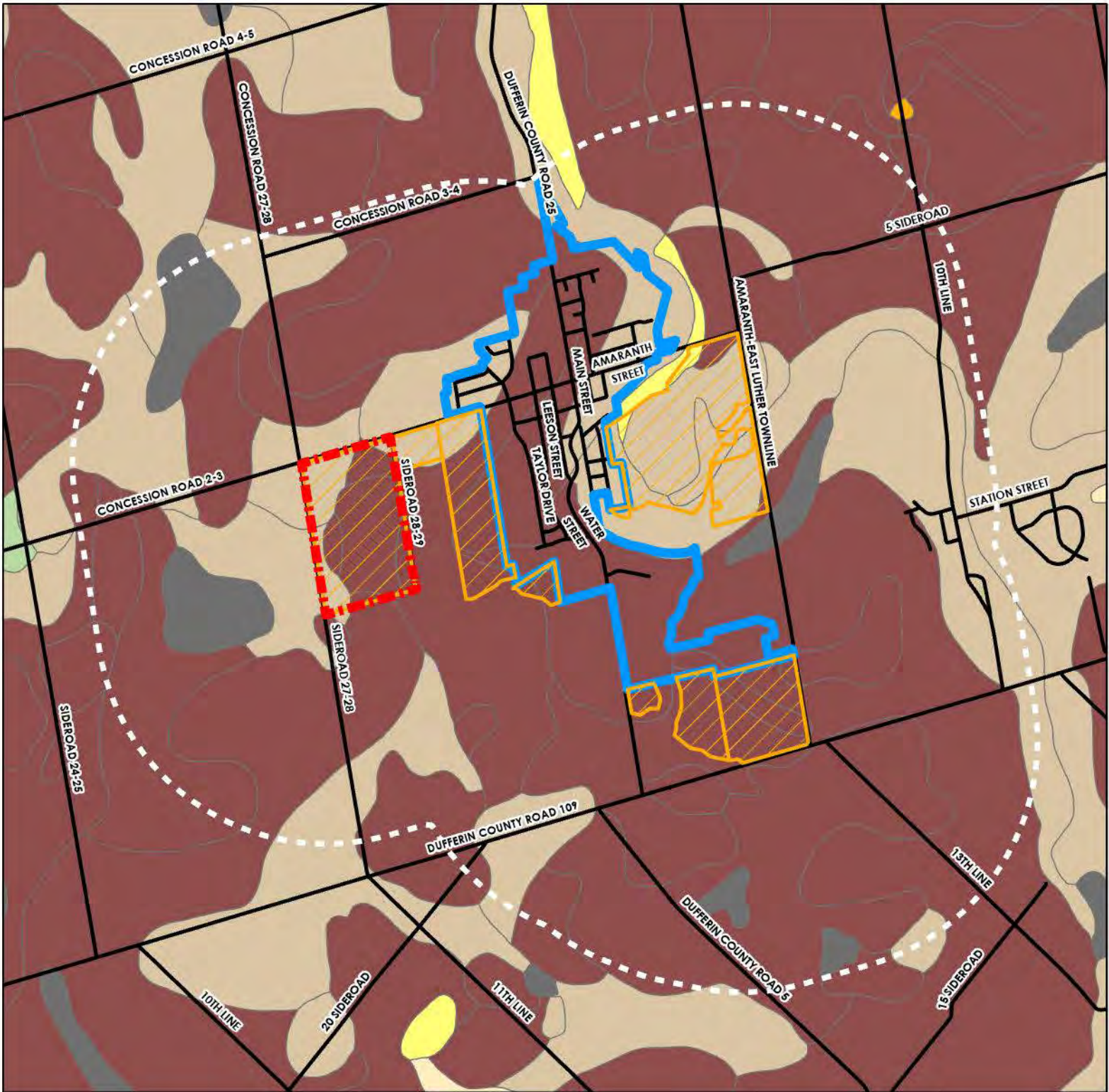
**LEGEND**

	Subject Lands		Environmental Protection
	Urban Expansion Request		Extractive Industrial
	Site Specific Policy Areas		Gateway
	Settlement Area		Mixed Use
	OHN_Watercourse_2012		Open Space
	Environmental Conservation		Rural Settlement
	Agriculture		Urban Residential
	Downtown Commercial		Employment

<b>DATE:</b>	June, 2022
<b>SCALE:</b>	NTS
<b>FILE:</b>	2272A
<b>DRAWN:</b>	PL



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**Figure 3:  
Canada Land Inventory  
Soils**

**Legend**

- 1.5km Buffer
  - Subject Lands
  - Urban Expansion Request
  - Settlement Area
- Soil Class**
- Class 1
  - Class 2
  - Class 3
  - Class 4
  - Class 5
  - Class 6
  - Class 7
  - Organic

**Date:** May, 2022

**Scale:** 1: 35,000

**File:** 2272A

**Drawn:** GC

Document Path: K:\2272A- Grand Valley\RPT\Soils.aprx

north

Figure 4: MDS Calculations



**Grand Valley**  
 The Township of East Luther Grand Valley  
 Dufferin County

- LEGEND**
- Barns\_MDS**
- Structures**
- B Barn
  - MDS
  - Urban Expansion Request
  - Settlement Area
  - Subject Lands

**Sources:**  
 - Contains information licensed under the Open Government Licence – Ontario.

**DATE:** May, 2022  
**FILE:** 2272A  
**SCALE:** 1:15,000  
**DRAWN:** GC



Document Path: K:\2272A- Grand Valley\RPT\MDS\_Map.aprx

**MHBC** PLANNING  
 URBAN DESIGN  
 & LANDSCAPE  
 ARCHITECTURE

200-540 BINGEMANS CENTRE DR. KITCHENER, ON, N2B 3X9  
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# Dufferin County Municipal Comprehensive Review Phase 3 – General Policy Updates



February 14, 2024





- **Purpose of this Open House**
- **Overview of the Official Plan Amendment**
- **Key Details of the Amendment**
- **Next Steps**
- **Comments and Questions**

## Presentation Purpose:

- To meet statutory requirements for an Open House prior to the adoption of the proposed amendment as a result of the County's Municipal Comprehensive Review under Section 26 of the Planning Act
- To give an opportunity for the Public to ask questions and provide feedback
- The draft amendment includes over 130 proposed changes to the Official Plan, key changes will be summarized, and specific policies may be discussed at the end

# Official Plan Amendment Overview

## Purpose and Effect of the Amendment:

- The purpose and effect of the Official Plan Amendment is to update the policies of the Official Plan to address general policy input received over the course of the Municipal Comprehensive Review, to respond to the changing needs of residents and businesses in the County, and to simplify and clarify the policies of the Official Plan.

## The Basis of the Amendment:

- The County of Dufferin Official Plan was adopted in 2015.
- New Official Plans are required to be reviewed and updated within ten years of adoption, however the release of an updated Growth Plan in 2017 included a requirement for upper-tier municipalities to update their Official Plans to conform by July 2 ,2022.
- The County undertook a comprehensive review to update population and employment growth forecasts and update mapping which were implemented through two previous Amendments.
- Over the course of preparing the previous amendments a number of general policy updates were recommended by County Staff, local municipalities and the general public. These include updates related to housing options, climate change, implementation and interpretation, among others.

## Public Consultation:

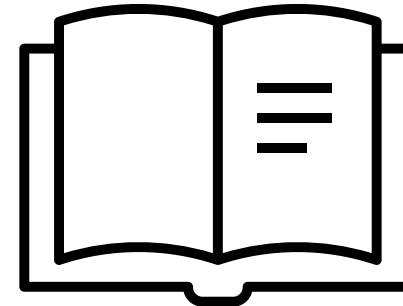
- There have been multiple public open houses and public meetings regarding the Dufferin County Municipal Comprehensive Review since 2019.
- Residents and Stakeholders have submitted dozens of comments, some of which have been addressed through the two previous amendments, and some of which are addressed in this proposed amendment.

## Staff Input:

- Feedback from various County departments have resulted in amendments related to climate change, implementation policies, definitions, transportation and other subject matter.

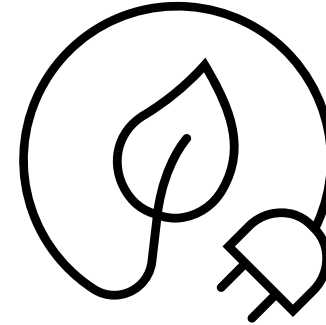
## Key Details of the Amendment:

- **Updates to terminology:**
  - References to the “Provincial Policy Statement, 2014” are updated to “Provincial Policy Statement, 2020”
  - “Secondary Dwelling Units” are updated to “Additional Residential Units”
  - “Special needs housing” replaced with “supportive housing”



## Key Details of the Amendment:

- **Climate Change:**
  - New goals and objectives to emphasize the need to plan with the impacts of climate change in mind
  - New policy stating the County or local municipalities may enact Green Development Standards

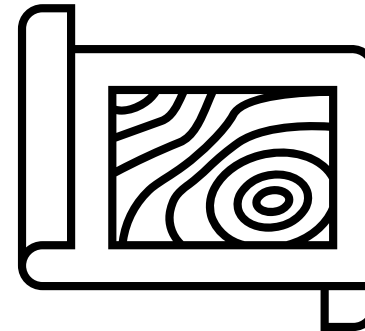


## Key Details of the Amendment:

- **Climate Change:**
  - 1.1.4 Purpose of The Plan
    - 9) Integrate climate change considerations in planning and managing growth to effectively mitigate greenhouse gas emissions and strengthen the County's resilience in adapting to the evolving climate.
  - 3.9.1 Community Design
    - f) The County or local municipalities may establish Green Development Standards, which establishes guidelines for development related to sustainability goals including, but not limited to, energy efficiency, renewable energy systems, water, wastewater and stormwater management, indoor air quality, environmentally preferable building materials, tree plantings, water efficient and drought resistant landscaping, green roofs, and waste diversion during construction.

## Key Details of the Amendment:

- **Settlement Areas:**
  - Updates to expansion/adjustment policies to clarify process and requirements consistent with the PPS, 2020
  - New policy to require privately-initiated proposals for settlement area adjustments to identify lands to be added and removed.





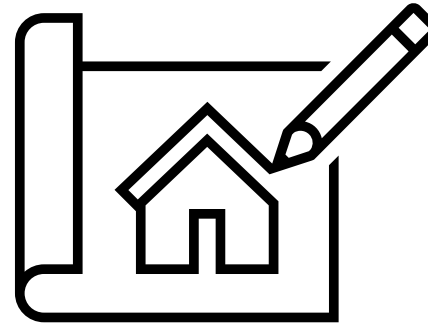
## Key Details of the Amendment:

- **Settlement Areas:**

- 3.5.1.2 Settlement Area Adjustments
- Municipalities may adjust settlement area boundaries outside of a municipal comprehensive review, provided:
  - a) There would be no net increase in land within the settlement area;
  - b) The adjustment would support the municipality's ability to meet the intensification and density targets established pursuant to this Plan;
  - c) The location of any lands added to a settlement area will satisfy the applicable requirements
  - d) The location of any lands added to a settlement area will satisfy the applicable requirements
  - e) The affected settlement areas are not rural settlements or in the Greenbelt Area; and
  - f) The settlement area to which lands would be added is serviced by municipal water and wastewater systems and there is sufficient reserve infrastructure capacity to service the lands.
  - g) Privately-initiated Settlement Area adjustment requests must identify the lands proposed to be added, as well as the lands proposed to be removed from the settlement area.

## Key Details of the Amendment:

- **Housing:**
  - Replacing references to “character” with references to the height, density or massing of development
  - Updates to “Additional Residential Unit” policies to allow up to 3 units on a given property, subject to servicing requirements and other standards
  - Updates to strengthen “complete communities” policies to provide for a mix of compatible land uses within close proximity to each other



### 3.3.3 Community Settlement Areas

*Community settlement areas* include small villages and rural hamlets. *Community settlement areas* include *settlement areas* that have historically been identified and delineated in the local municipal official plans and are identified on **Schedule B**.

*Community settlement areas* may continue to experience limited growth through appropriate *infilling* and *development* of vacant lands, in accordance with the County and local municipal official plan.

It is the policy of the County that:

- a) *Community settlement area* and their boundaries are identified on Schedule B.
- b) *Community settlement areas* may continue to experience limited growth through *infilling* and *development* of vacant lands by way of consents or plans of subdivision as appropriate, in addition to limited *residential intensification*. It is recognized that certain *community settlement areas* may not accommodate additional growth and *development*, as established in the local municipal official plans.
- c) The range of permitted uses and associated land use policies will be established in the local municipal official plans and in accordance with the policies of this Plan.
- d) *Community settlement areas* will maintain a rural settlement **character scale** and evolve as service and residential centres for their surrounding *Countryside Areas*, where appropriate.
- e) Expansions of the boundaries of a *community settlement area* will only occur in accordance with the municipal comprehensive review policies in Section 3.5 of this Plan.
- f) Growth will be accommodated in accordance with the servicing policies of Section 7.3.
- g) Should a *community settlement area* demonstrate to the satisfaction of the Province and the County, that full *municipal water services* and *municipal sewage services* are available or planned to accommodate growth, the *community settlement area* would be considered an *urban settlement area* in the context of this Plan.

### 3.4.2 Intensification

f) Within the *urban settlement areas*, local municipalities will develop and implement through their official plans and other supporting documents, policies and strategies to phase in and achieve the *intensification* and *intensification targets*, which will include the following:

- i. be based on the growth forecasts identified in this Plan;
- ii. incorporates the *built boundary* for *urban settlement areas* as illustrated on **Schedule B1**;
- iii. encourages and facilitates *intensification* throughout the *built-up area*;
- iv. identifies *intensification areas* which provide appropriate locations and local municipal official plan policies for achieving the *intensification targets*, including the appropriate type, scale and **character density** of development in the *intensification areas*;
- v. plans for a range and mix of housing, taking into consideration *affordable* housing needs and targets; and
- vi. appropriately addresses the *intensification* criteria identified in Section d) above for considering an application for *intensification*.

## 3.7.4 Additional Residential Units and Garden Suites

*Additional Residential Units* and *garden suites* are a means to provide a greater diversity of housing types, sizes and tenures, additional income and housing affordability. An *Additional Residential Unit* may take the form of a basement apartment, secondary suite, coach house dwelling, or other secondary residential dwelling unit located on the same lot as a primary residential dwelling.

It is the policy of the County that:

- a) Up to two *Additional residential units* shall be permitted within single-detached house, semi-detached house, and townhouse ; or
- b) Up to one *Additional Residential Unit* shall be permitted within an *accessory structure* secondary to a single-detached house, semi-detached house or townhouse provided there is no more than one *Additional Residential Unit* within the primary house.
- c) Local municipal official plans and implementing zoning by-laws may contain detailed policies and requirements relating to *Additional Residential Units*, but must permit them in conformity with this plan.
- c) Additional Residential Units shall be subject to all Building Code, Fire Code and sewer and water servicing requirements.
- d) Local municipalities are encouraged to establish policies related to *garden suites* in their official plans, where appropriate.
- e) Additional residential units shall generally be permitted wherever single-detached dwellings, semi-detached dwellings, and/or townhouse dwellings are permitted.

## 3.9 Community Design and Revitalization

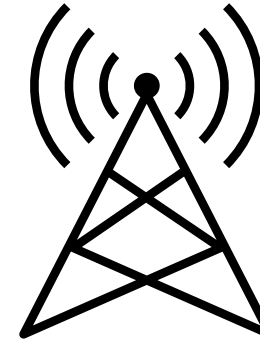
### 3.9.1 Community Design

Safe and attractive neighbourhoods contribute to the overall community health of the County. Complete communities provide access to all the needs of everyday life, help support a greater sense of community safety and well-being by encouraging more public activities and help achieve climate change goals by supporting *active transportation* and transit. Community design is essential for creating a physical environment where people have the appropriate places to interact, live, work, recreate and learn.

The County and local municipalities will promote appropriate community design through the review of new *development applications*, including plans of subdivision, *infill development* proposals, site plans and through community improvement.

## Key Details of the Amendment:

- **Changes introduced following the September 28, 2023 Committee meeting:**
  - Policy to streamline applications and review for new telecommunications infrastructure.
    - 7.6 q) The County will establish a telecommunications tower protocol to help streamline the review of applications for new infrastructure.
  - Additional direction for local municipalities to report on progress of intensification and density targets on an annual basis.
    - 8.3.2 Growth Plan Monitoring - Local municipalities will report on their progress towards intensification and density targets annually. The County, in co-operation with the local municipalities, will develop common measuring and reporting tools to monitor and report on progress towards achieving the targets established by this Plan and A Place to Grow: Growth plan for the Greater Golden Horseshoe



## Provincial Review:

- We have been given comments by the ministry following their review of the draft Official Plan Amendment.
- We are in the process of addressing those comments through revisions. General topics include:
  - Stronger language related to Natural Heritage System policies
  - Minor correction to Woodland criteria policy
  - Update references to the role of the Conservation Authority
  - Greater emphasis on transit and active transportation options

## Public Engagement:

- Residents can submit written comments at any time prior to adoption of the amendment

## Revisions:

- Based on the feedback received from the public and the province, a final draft will be prepared and presented at a Statutory Public Meeting
- Final revisions will be made as necessary prior to adoption by County Council



# Comments and Questions



# Dufferin County Municipal Comprehensive Review Phase 3 – General Policy Updates



February 14, 2024



# Dufferin OPA 4 General Policy Comments

Policy	Comment	Response
Additional Residential Units	Want broad policies	<p>Require ARUs to be permitted within the Built-up Areas with Municipal Sewer and Water subject to servicing capacity.</p> <p>Encourage ARUs wherever singles, semis and towns are permitted. 3.7.4.e) Policy added.</p> <p>Emphasize that ARUs are considered secondary to a primary residential dwelling. 3.7.4 language states an ARU is no larger than the principal dwelling unit.</p>
Schools	we would appreciate if the Official Plan, from 'complete communities' perspective, speak to the need for new schools in high growth areas, and encourage lower tier municipalities to engage with the Board on potential developments.	Ensure there are general policies that require local municipalities to engage the school board in pre-application consultation and circulation of complete applications. Policy 3.8.1.e) requiring local municipalities to engage with school board.
Transportation	<ul style="list-style-type: none"> <li>• Demand management</li> <li>• Road network <ul style="list-style-type: none"> <li>○ Definitions</li> <li>○ Design criteria</li> <li>○ Required reports and tests etc.</li> <li>○ Approval hierarchy</li> </ul> </li> <li>• Active transportation <ul style="list-style-type: none"> <li>○ Models and definitions</li> <li>○ Network</li> <li>○ Allowed uses</li> <li>○ Required permits</li> </ul> </li> </ul>	These will be addressed through the Transportation Master Plan.
Community Services Comments	Affordable Housing	This has been addressed
Community Services Comments	Mixed Density Housing	This has been addressed

Policy	Comment	Response
Community Services Comments	Mixture of Rental and Homeownership	This has been addressed. Policies permitting Additional Residential Units are intended to help encourage a mix of rental and ownership.
Community Services Comments	Creation of accessible housing – must recognise people of different abilities.	Add reference to barrier-free housing, especially in public housing or affordable housing projects. Language added in 3.7.2.d) and h)
Community Services Comments	Natural space/greenspace for community well-being and “accessible”	This has been addressed
Community Services Comments	Bylaw/Rule change to allow for Licensed Home Childcare in residential homes (currently only detached homes can offer home licenced childcare)	Not applicable. The Official Plan does not control licensing of childcare. Home occupations are permitted in all residential dwelling types.
Community Services Comments	Access to services, think social inclusion recognising that people need to be able to get to and from amenities	This has been addressed. The policies of the Official Plan direct or encourage a great mix of uses and active transportation options.
Community Services Comments	Access to/ability to use community resources/services again for health and well-being	This is not a land use planning issue.
Community Services Comments	Desire to recognise that just bringing in more people is not the answer – more people means more services (people need services AND physical infrastructure) not just houses	This has been addressed. The Official Plan supports the creation of complete communities.
Water resources & Wellhead Protection	Is it only and specifically up the local municipalities (and jurisdiction regulatory)? We should make it clear in the policy.	Emphasize that sourcewater protection is implemented through the development approval process at the local level. Addressed in new policy 5.4.1.f)
Agriculture	Township of Mulmur requested permitted uses in the Agricultural designation: <ul style="list-style-type: none"> <li>An existing transport terminal and related outdoor storage yard and an accessory residential dwelling only, in Part East Half Lot 1,</li> </ul>	Existing uses are permitted to continue.  Ensure there is a policy permitting farm labour accommodations. Policy exists: 4.2.2.c) “a secondary farm residence may be permitted when the size and nature of the operation requires additional employment, and

Policy	Comment	Response
	<p>Concession 8 EHS (Specific Policy Area 1);</p> <ul style="list-style-type: none"> <li>• An existing automobile wrecking/recycling yard and scrap metal recycling establishment, in Part West Half of Lot 29, Concession 8 EHS (Specific Policy Area 3);</li> <li>• Uses permitted in all designations in accordance with Section 5.38;</li> <li>• Agricultural uses;</li> <li>• Agriculture-related uses;</li> <li>• Secondary uses;</li> <li>• A single-detached dwelling;</li> <li>• Accommodation for farm labour where the size and/or nature of the farm operation requires additional employment, provided that the accommodation facilities are located within the farm building cluster;</li> <li>• Infrastructure;</li> <li>• Wayside pits or wayside quarries in accordance with Section 9.1.2;</li> <li>• Additional single dwelling unit, where no farm-help house has been constructed;</li> <li>• Attached accessory dwelling unit.</li> <li>• on-farm diversified use</li> </ul>	<p>provided the secondary farm residence is on the same lot, is accessory ...”</p> <p>Additional Residential Units are permitted, provided they are secondary to the primary residence.</p>
On-Farm Diversified Uses	Is there a way to require local municipalities to permit OFDU?	Ensure the policy permits OFDUs. Include policy that states local municipalities may permit OFDU as of right. Above language added in 4.2.2.e)
Aggregate Policies	Aggregate resources approval (legislation changes still under review) correct?	Aggregate policies consistent with PPS 2020. Review the aggregate policies in the context of the Provincial Policy Statement, 2020 and ensure they are consistent.
-	We need to address the requirements for local	Not applicable. Street naming policies and Tree Cutting By-laws do not require

Policy	Comment	Response
	municipalities to establish Street naming policy & Tree cutting bylaw	enabling policies in the County Official Plan.
3.7 Housing and Affordability	Supportive and Seniors = would this mean having an “aging in place” policy?	3.7.3 addresses age-friendly communities. Seniors are included in policies throughout the plan.
3.7 Housing and Affordability	Additional Residential – do we mention Tiny Homes?	Clarify in the general Housing section of the OP that tiny homes are a type of garden suite if accessory to a primary dwelling. If located on their own parcel of land, they would be subject to the same policies as any other detached dwelling.
3.7.2 Affordable Housing	When it speaks to supportive (this is also an area for health, i.e. supportive housing is generally funded by health and is something we have very little of in Dufferin). Supportive Housing does not necessarily speak to affordability. Is this what you mean? Do you mean housing that might have more accessibility and/or low barrier? Accessible does not mean supportive. What is your definition for Supportive?	No changes necessary. Supportive housing is not addressed as a component of affordable housing. Supportive housing is housing that includes staff to assist residents with their needs. This may include housing for people with physical or cognitive limitations, seniors housing, etc.
3.7.2 Affordable Housing	Need to recognize that even if there is a “range” of housing types and density is still very much unaffordable.	No change required.
3.7.2 Affordable Housing	When we talk about low to medium income – reality is that middle income can’t find affordable housing. Low income are becoming homelessness.	No change required.
3.7.2 Affordable Housing	Do we also want to speak to the creation of a new housing strategy that will inform housing policy moving forward as a result of the very new Strategy Plan. Work will include a Housing Study which will help inform what “affordable” would really be for Dufferin. (How can we say what we want to do	Include a statement about Dufferin County undertaking a Housing Strategy to address housing affordability throughout the County. New policy 3.7.2.1) to review and update the housing and homelessness plan at least once every 10 years.

Policy	Comment	Response
	when we don't know what we have. So need the landscape first before setting goals.)	
3.7.2 Affordable Housing	When mentioning the 10 Year Housing and Homelessness plan – please be aware that it will be renewed in 2023 and that will be informed by the new Housing Strategy.	No change required. The reference to the Housing and Homelessness Plan should be generic so that it references whatever version of the HH Plan is currently in effect.
3.9.2 Community Improvement	Do we want to speak to Community Safety and Well-Being as that is now also linked in the new Strategic Plan. It's about having everyone able to easily access the services they need.	Add something that says complete communities help support a greater sense of community safety and well-being by encouraging more public activities. Statement added in 3.9.1  The Strategic Plan does not reference the Official Plan with regard to community safety and well being.
3.9.2 Community Improvement	Would it worth mentioning multi purpose sites, i.e. retail and services on bottom with housing on top. How do we actually bring the things people will need and will use, so more attention to retail rather than office.	This is addressed in the official plan as "mixed use" development. This is not a "community improvement" issue.
3.9.2 Community Improvement	Without affordable, quality, and accessible childcare people will continue to struggle to find and keep employment opportunities that family well-being. (There is a national and provincial policy now in place that makes this a priority – how do we make that noted in all areas.)	No changes required. The Official Plan permits child-care, supports the provision of affordable housing. The Official Plan does not direct funding for subsidized housing or childcare.
7.5 Utilities and Telecommunications	Add policy to the effect of, "The County will establish a telecommunications tower protocol to help streamline the review of applications for new infrastructure"	New policy q) added with the indicated text.
8.0 Interpretation	Can we add policies to ensure local municipalities send notices to the County.	Add policy in the Implementation section that re-iterates planning act requirements for notices to be sent to the upper tier municipality. Language added in 8.6.1 for OPAs.

Policy	Comment	Response
8.3.2 Implementation Reporting	Add direction for local municipalities to report on progress of intensification and density targets on an annual basis.	New language added to the beginning of policy 8.3.2
Phasing of Development	If you would like to take this approach for infrastructure evaluation and apply allocations accordingly – then please provide criteria in which you would like this to be administrated.  Environmental Assessment process (f water and sewage treatment services and capacity exists within the Compliance Approvals or agreements are in place for future expansion	No change required.
SWM requirements	Always quality and quantity? (if not then list scenarios when qlty is required and when qty is required)  New development for adjacent to county rd (condo and subdiv, consent for 3+ lots) commercial, industrial and institutional development  Stormwater Management Reports are to address the following	Always quantity and quality together.
Traffic Impact Studies	When is triggered TIS vs traffic counts Scale and scope	Add to implementation policies or general transportation policies. Policy added to 7.2.1.j) requiring transportation impact studies in proximity to county roads.
Contaminated Sites	No comment	Ensure there are policies about contaminated sites / brownfields. Policy 6.3.3. Potentially Contaminated lands is an existing policy
Railway Lines	No comment	Make sure there's policies about railway lines. Existing Policy 7.2.4 Rail.
Climate Change	Review and suggest additions as per climate plan	Bulk up Climate change policies Added several new policies in section 7.6.
Indigenous Consultation	Beef up the Indigenous consultation policy	The term 'Aboriginal' replaced throughout with 'Indigenous'.



Policy	Comment	Response
		Identified specific Indigenous communities subject to treaties that cover Dufferin County in Policy 8.4.a)ii.
Pre-Consultation	Pre-Consultation Policies should reflect new by-law.	Please review by-law and update the OP policy as necessary. New language included in 8.7.1 and 8.7.2
Pre-Consultation	Required report should match this list.	Review complete application policy and ensure the list of documents is reflected.
OMAFRA	Mapping - proposed settlement area expansion (proposed sites are within prime ag, growth plan and aggregate resources area) justification is required with analyses on alternatives and avoidance (PPS policy's) -	GV to prepare a memo with background information on how PPS policies are met for selected settlement area sites listing justifications that proposed selected sites were better than alternatives. They require further information to ensure that consideration where taken into account (referencing PPS and GGH) before making a decision. rehabilitation aggregate lands and certified before they can be redesignated
OMAFRA + MNRF	Consider adding NHS layer for consent and severance policy review	NA
MNRF	Mapping inconsistencies with the provincial NHS (MONO) <ul style="list-style-type: none"> <li>• Technical criteria for refinements within the growth plan was not followed.</li> <li>• Procedural error – MNRF was not informed (for review) about the refinement.</li> </ul>	Make sure that the policies from growth plan and PPS are carried over in OPA 4 (and Mono OP). Even if the procedure changes - the policy text is strong.
MNRF	Distinguish between local (municipalities) & county (provincial) policy jurisdiction mapping.	Update schedule title and reference jurisdiction Local NHS vs County NHS policy in alignment of the growth plan and PPS.
MNRF	Strengthen the language to correspond to the provincial NHS in OP4 (County Policy should follow schedule 4.2.3&4.2.3 of growth plan) If policy is strong the plan (Mapping) will conform with the provincial requirements.	

Policy	Comment	Response
MNRF	Grand Valley settlement area expansion justification with applicable growth plan policy's coming into place.	TBD
MNRF	EG and Mono Employment within key provincial NHS, and growth plan areas	EG and Mono to prepare a memo with justification and analyses of proposed employment area within key provincial NHS, and growth plan areas with alternative consideration as per policy
MNRF	Woodland – criteria list:	Change to: once you meet any of the criteria (Determining Significance) Added language to 5.3.4.1. to permit a determination of significance if ANY of the criteria are satisfied.
-	Referencing outdated ministry names throughout the document	Update to the current ministry names MNRF MECP Replaced “ministry of Natural Resource” with “Ministry of Natural Resources and Forestry” and replaced “Ministry of Environment” with “Ministry of Environment, Conservation and Parks”.
3.3.1.f MNRF & MECP	Impacts to Air quality	Use 1.1.3. of the PPS language Removed some changes and broke up existing policy to more closely reflect PPS language.
4.3.3 MNRF & MECP	NECP policy	Reference policy's guidelines that apply to rural NECP (septic sizes etc) New policy 4.3.3.n that requires all development and servicing to conform to applicable policies in the NEP.
MECP	-	-
4.4.2.1 MECP	Referencing outdated CAs role	changes to the act needs to be captured before we adopted Memorandum of Understanding with the Conservation Authorities
MECP	Mineral aggregate resource operations vs Mineral aggregate operation	(be consistence and use one term) review the policies against the growth plan. Replaced all instances of “Mineral aggregate resource operations” with “mineral aggregate operations” to conform with the definitions in the OP.
4.4.4	Petroleum resources	Needs to conform with PPS 2.4 petroleum resources – to protect and to support

Policy	Comment	Response
5.3.1 D MECP	Ontario wetland evaluation (review or conform) no longer done by MNRF	changed to: trained land evaluator and submitted to municipality.  Replaced approver to “qualified professional”
5.3.2 MECP	MNRF admin policy	Endangered species no longer administered by NECP
5.4.1 Water Resources 5.4.1 Sourcewater Protection MECP	Fix policy list numbering	Fixed.
5.4.1.e MECP	5.4.1 Water Resources	Reference requirements <a href="https://www.ontario.ca/page/permits-take-water">https://www.ontario.ca/page/permits-take-water</a> 5.4.1.e now references the Ontario Water Resources Act and is clearer about the need to acquire a permit.
6.3.1.c MECP	Certificate of approval is now environmental approval	Follow the current policy terminology. Replaced “certificate of” with “environmental”
7 MECP	PPS 1.6.4 is reflected in our OP to conform	No change proposed
7.3.1 c MECP	Language from PPS	Reflect policy PPS 1.6.6 clear language ex: list services (onsite, communal etc.)
7.4 MECP	Language from PPS	PPS 1.6.10.1 Added a new policy 7.4. i) that incorporates the PPS language.
MECP	Update all definition to reflect PPS, etc.	No changes proposed to definitions.
MTO	Definitions throughout	All active transportation methods– micro mobility mods like scooters, electric bikes etc. No change proposed. The definition of “active transportation” is verbatim from the PPS and is inclusive of other forms not listed.
1.1.5.o MTO	Consider including equity reference	"Safe equitable – foster mobility and economic opportunity, meet the needs of residents, visitors and transportation of goods etc. Added the terms “equitable” and “mobility”.
3.5.1.1.j MTO	Consider including language for future considerations	"Expanding settlement area supports" existing and proposed active

Policy	Comment	Response
		transportation and transit expanding (include current and future) Added language to refer to “existing and proposed”, and reference to active transportation and transit.
3.9.1 MTO	Consider & reference transit more often	safe and attractive neighbourhoods ... By supporting active transportation and transit Added the above language in the preface.
3.9.1.d MTO	Consider active transportation methods	transit services, pedestrian, cyclists etc. Added reference to transit, and active transportation
7.1.a MTO	-	include mobility in the policy. Added “mobility”
7.1 e MTO	-	e - add transit Added.
7.2.1.d MTO	Consider policy commitment to apply resources	add transit and add settlement areas. Added these words.
7.2.1.i MTO	Reference to (strategic goods movement network hwys) initiative	policy to acknowledge the network expansion that will impact hwy 89 and 9 under the MTO initiative to promote connectivity through Connecting the GGH: A Transportation Plan for the Greater Golden Horseshoe Added reference.
7.2.2.1 MTO	Addition	d – the county will align planning processes with current plan and conceptual road infrastructure as identified in the Connecting the GGH Added a new policy 7.2.2.1.e) that references the plan.
7.2.6 MTO	Addition	suggested MTO language “The County acknowledges and plans in alignment with the transit services operating to and from, as well as within, the County, such as Orangeville Transit System, Grey Transit Route, and GO Transit.” Added a new policy with the above language.
MTO	Make transit more visible and promote for transit as appropriate emphasis should be put on transit as possible.	-

Policy	Comment	Response
Pg 110, MTO	Restrict trucks hwy10 and hwy 89 (can not support signs on Kings hwy)	follow up with MTO for clarification.
Executive Summary MTO	-	beyond road widening "Micro mobility"
MTO	Greater use of transit – review opportunities for transit throughout	use tool kit <a href="https://www.ontario.ca/page/transit-technology-toolkit">https://www.ontario.ca/page/transit-technology-toolkit</a>
MTO	minor changes to the technical language	use current terminology (micro mobility, etc.)
MTO	-	Add to active transportation (e bikes scooters etc.)
MTO	Consider active transportation plan	trails master plan
MTO	Consider adding visuals to the document	Graphics and maps goods movement network overall road network outline & layout
MTO	Shelburne bypass	The Shelburne Bypass has not been committed, funded, nor planned by MTO. MTO suggests that the County use language to reflect this when referencing the Shelburne Bypass.
MTO	hwy 9 widening	Proposing the widening of hwy 9 can be expanded further to Mono-Adjala townline
Secondary Plans	(County): We need to add further context about the SP in our OP as we currently got 3 proposals (and a couple more are coming) Maybe something like:	Added a version of the below text as a new section 8.6.1.1: “ A Secondary Plan serves as a valuable tool in developing a refined land use pattern within an established municipal boundary. Through an Official Plan Amendment (OPA), this plan provides guidance for land use and development in the specified area. It is essentially a detailed Official Plan, used to enhance existing development areas and promote the orderly and appropriate development of vacant lands. The implementation of a Secondary Plan can greatly benefit a community by facilitating growth and development while adhering to established policies and regulations.

Policy	Comment	Response
		<p>Secondary Plans play a key role in specifying the housing mix and density targets within Residential Areas, as well as identifying complementary permitted uses such as commercial, institutional, and public uses. By providing this information, these plans help to guide the development of the specified area and ensure that it aligns with established policies and regulations. Additionally, Secondary Plans can promote the integration of various land uses, which can contribute to the overall livability and functionality of a community.</p> <ul style="list-style-type: none"> <li>- Secondary Plans identify detailed land use, density, mix targets and other requirements to address housing and employment needs.</li> <li>- Secondary Plans may identify additional intensification corridors</li> <li>- Secondary Plans are to identify the location of retail areas and all other commercial uses including live-work uses, Institutional and Public Uses</li> <li>- Secondary Plans are to identify detailed open space system, connectivity, and movements through the area</li> <li>- Secondary Plans shall include general development policies regarding infrastructure, environmental protection, transportation/transit, phasing of development, and other implementation policies.”</li> </ul>
Site Plan	Include a policy that spells out that lower-tier municipalities should impose conditions of site plan approval for things like County Road Widenings, easements, etc.	Section 7.2.2 d) provides for site plan agreements as a way to provide for road widenings.

Policy	Comment	Response
<p>ARUs and garden suites within hazard lands</p>	<p>GRCA does not support establishment of new ARUs and Garden suites within hazard lands. ; Require “safe access” for any proposed ARU within any area subject to Ontario Regulation 150/06 and recommend the County Consider provisions to ensure that ARUs are not rendered inaccessible due to flooding, or erosion hazards; Where ARUs are not subject to Site Plan Approval, GRCA requests clarification as to the mechanism of when building permits would be referred to the GRCA for either a clearance and/or GRCA permit approval; Policy 6.2.1 (b) refer to safe access as defined by the applicable conservation authority.</p>	<p>ARUs added to list of prohibited uses on Hazard lands in Policy 6.2.1.f)</p> <p>Policy 6.2.1. b) requires safe access and prohibits development in areas that would be rendered inaccessible due to flood hazards and erosion hazards</p> <p>Policy 6.2.2 requires permission or clearance from applicable conservation authority for development in a regulated area. ‘Development’ is defined to include constructing an ARU.</p> <p>Added reference to applicable conservation authority in Policy 6.2.1 b)</p>
<p>-</p>	<p>Must remove all references to DCATT.</p>	<p>Revised the reference to be towards the DCAT.</p>

**From:** [Michael Oberle](#)  
**To:** [Rebecca Whelan](#)  
**Cc:** [Silva Yousif](#); [Chris Lorenz](#)  
**Subject:** Dufferin County Municipal Comprehensive Review - Notice of Open House and Public Meeting  
**Date:** Thursday, January 25, 2024 11:30:01 AM  
**Attachments:** [2024-01-24 Notice of Open House and Public Meeting - Phase III MCR.pdf](#)

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Good morning,

Thank you for including the Saugeen Valley Conservation Authority (SVCA) on the attached circulation.

The SVCA does not have any comments to provide at this time.

I trust that this is helpful.

Any questions, please do not hesitate to contact this office.

Kind regards,

Mike

Michael Oberle

Environmental Planning Coordinator

Cell: [REDACTED]

1078 Bruce Road 12, PO Box 150, Formosa, ON N0G 1W0

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

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**From:** Rebecca Whelan <[rwhelan@dufferincounty.ca](mailto:rwhelan@dufferincounty.ca)>

**Sent:** Wednesday, January 24, 2024 8:52 AM

**Cc:** Silva Yousif <[syousif@dufferincounty.ca](mailto:syousif@dufferincounty.ca)>

**Subject:** Dufferin County Municipal Comprehensive Review - Notice of Open House and Public Meeting

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

Good morning,

Please find attached a notice of open house and public meeting regarding Dufferin County's Municipal Comprehensive Review Phase III.

Thank you,

**Rebecca Whelan, CRM | Deputy Clerk/Information Management Coordinator | Office of the CAO | County of Dufferin** | Phone: 519-941-2816 Ext. 2505 | [rwhelan@dufferincounty.ca](mailto:rwhelan@dufferincounty.ca) | 30 Centre Street, Orangeville, ON L9W 2X1

DISCLAIMER: This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to which they are addressed. If you have received this email in error please notify the sender. Please note that any views or opinions presented in this email are solely



February 14 2024

To Whom It May Concern;

I am the owner of Concession [REDACTED] EAST LUTHER

I wish to have my lands located in Grand Valley included immediately in any review and consideration for residential development in Dufferin County's Official Plan Review.

Please include this request in the March 14 2024 public meeting and any discussion from here on out. Please inform if there are any earlier meetings either public or not and include my request.

Please acknowledge that you have received this communication.

Thank you for your time and consideration and feel free to get back to me with any questions or actions that may be required.

[REDACTED]



February 9, 2024  
Via email

Rebecca Whelan, Deputy Clerk/Information Management Coordinator  
County of Dufferin  
30 Centre Street  
Orangeville, ON, L9W 2X1

Dear Ms. Whelan,

**Re: County of Dufferin Official Plan Amendment  
Municipal Comprehensive Review Phase III – Land Use Policy Framework  
All lands in Dufferin County**

Grand River Conservation Authority (GRCA) staff has reviewed the above-noted Municipal Comprehensive Review (MCR) Phase III Official Plan Amendment (OPA). It is our understanding that the proposed OPA represents the third and final amendment of the County's MCR process and has been prepared to bring the County Official Plan into conformity with Provincial Legislation.

#### **Recommendation**

In principle, the GRCA does not object to the approval of the above OPA; however, we would appreciate further clarification from the County on GRCA's role in approving *Additional Residential Units and Garden Suites* within the areas regulated by the GRCA under Ontario Regulation 150/06.

#### **GRCA Comments**

GRCA has reviewed this application under the Mandatory Programs and Services Regulation (O.R. 686/21), including acting on behalf of the Province regarding natural hazards identified in Section 3.1 of the Provincial Policy Statement (PPS, 2020), as a regulatory authority under Ontario Regulation 150/06 and as a public body under the *Planning Act* as per our CA Board approved policies.

The GRCA offer the following comments for consideration:

1. GRCA would not support the establishment of new *Additional Residential Units and Garden Suites* (ARUs) within hazard lands, as designated by the GRCA. It should be noted that, if ARUs are not located within these regulated features, they may still be subject to GRCA permit approval under Ontario 150/06 if located within the regulated allowances to these features.
2. GRCA will require Safe Access for any proposed ARU within any area subject to Ontario Regulation 150/06 and further recommend that County consider provisions to ensure that ARU's are not rendered inaccessible due to flooding or erosion hazards.

3. Where ARUs are not subject to Site Plan Approval by the County, the GRCA requests clarification as to the mechanism of when building permits would be referred to the GRCA for either a clearance and/or GRCA permit approval.
4. It is recommended that Policy 6.2.1 (b) refer to safe access, as defined by the applicable conservation authority.

Should you have any questions, please contact me at 519-621-2763 ext. 2236 or [clorenz@grandriver.ca](mailto:clorenz@grandriver.ca).

Sincerely,

A handwritten signature in black ink, appearing to read 'Chris Lorenz', written in a cursive style.

Chris Lorenz, M.Sc.  
Resource Planner  
Grand River Conservation Authority

**From:** [REDACTED]  
**To:** [Paul DePrinse](#); [Earl Hawkins](#); [Shane Hall](#); [glittle@amaranth.ca](mailto:glittle@amaranth.ca); [Chris Gerrits](#); [Janet Horner](#); [Sara MacRae](#); [Wade Mills](#); [James McLean](#); [Jasmine Nanda](#); [fred.nix@townofmono.com](mailto:fred.nix@townofmono.com); [Sonya Pritchard](#); [Lisa Post](#); [Steve Solomon](#); [Philip Rentsch](#); [Rebecca Whelan](#); [Darren White](#); [Silva Yousif](#); [Todd Taylor](#)  
**Subject:** Natural Heritage System  
**Date:** Wednesday, February 14, 2024 9:42:07 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 contents to be safe.

I am writing in regards to all natural heritage systems. I am dissapointed that this is even proposed for areas of the county without the knowledge being brought to farmers attention. I have talk to many here in East Garafraxa, and nobody I've talked to even know let alone you passed in 2022 then amended in 2023 and now at it again. You should feel a disgrace for this as these levels of government are there for our protection. I do not consent to this on behalf of my mothers property at [REDACTED] East Garafraxa [REDACTED]. And I know with sharing this with neighbours they share same views. Likely every farmer will share same if they had the knowledge.

**Action**

I would request you defer this. In regards to government changing the writing on this. And then inform every rural landowner in the county of Dufferin so they can have their say at moving forward on this heritage land system

worried citizen [REDACTED]

**From:** [REDACTED]  
**To:** [Clerk](#)  
**Subject:** Natural heritage system  
**Date:** Tuesday, March 5, 2024 10:45:32 AM

---

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I have try to get answers on my farm land. The natural linkage on my farm goes through my fenced pasture and my yard and my buildings.. As well as environmental protection on my fields.. I do not consent to this on my farm at [REDACTED] East Garafraxa. As for township maps. How come 2011 schedule A. Was replaced in 2014 and then again in 2016. Now you are doing all this mapping off the original map.

Please acknowledge received

[REDACTED]

Ms. Michelle Dunn  
County Clerk  
County of Dufferin  
W & M Edelbrock Centre  
30 Centre Street  
Orangeville, Ontario L9W 2X1

By Email: [clerk@dufferincounty.ca](mailto:clerk@dufferincounty.ca)

February 13 2024

Dear Ms. Dunn:

**RE: [REDACTED], East Garafraxa ([REDACTED]) - County of Dufferin  
Official Plan Amendment, Municipal Comprehensive Review Phase III – Land  
Use Policy Framework.**

I am writing to you to raise an objection to what appears to be the rezoning of my property located at the address above which appears to have taken place as part of the current County of Dufferin Official Plan Amendment process.

When I purchased this property in February 2003, the zoning associated with the property was identified as Environmental Protection (EP) and Rural Agricultural. The portion of the property located outside the Environmental Protected has historically and continues to be used for agricultural purposes.

The current zoning designation can be seen in Schedule A, Land Use and Planning and in Schedule E, Natural Heritage Features of the current Official Plan. The current designation associated with my property on the current Schedule A can be seen in Figure 1 and Figure 2 below. Note that the current Environmental Protection area of my property closely follows the outer limit of the Grand River Conservation Authority (GRCA) wet land limit.

Figure 1: Current Schedule A in Dufferin County Current Official Plan- [redacted] [redacted] [redacted] outlined in red.

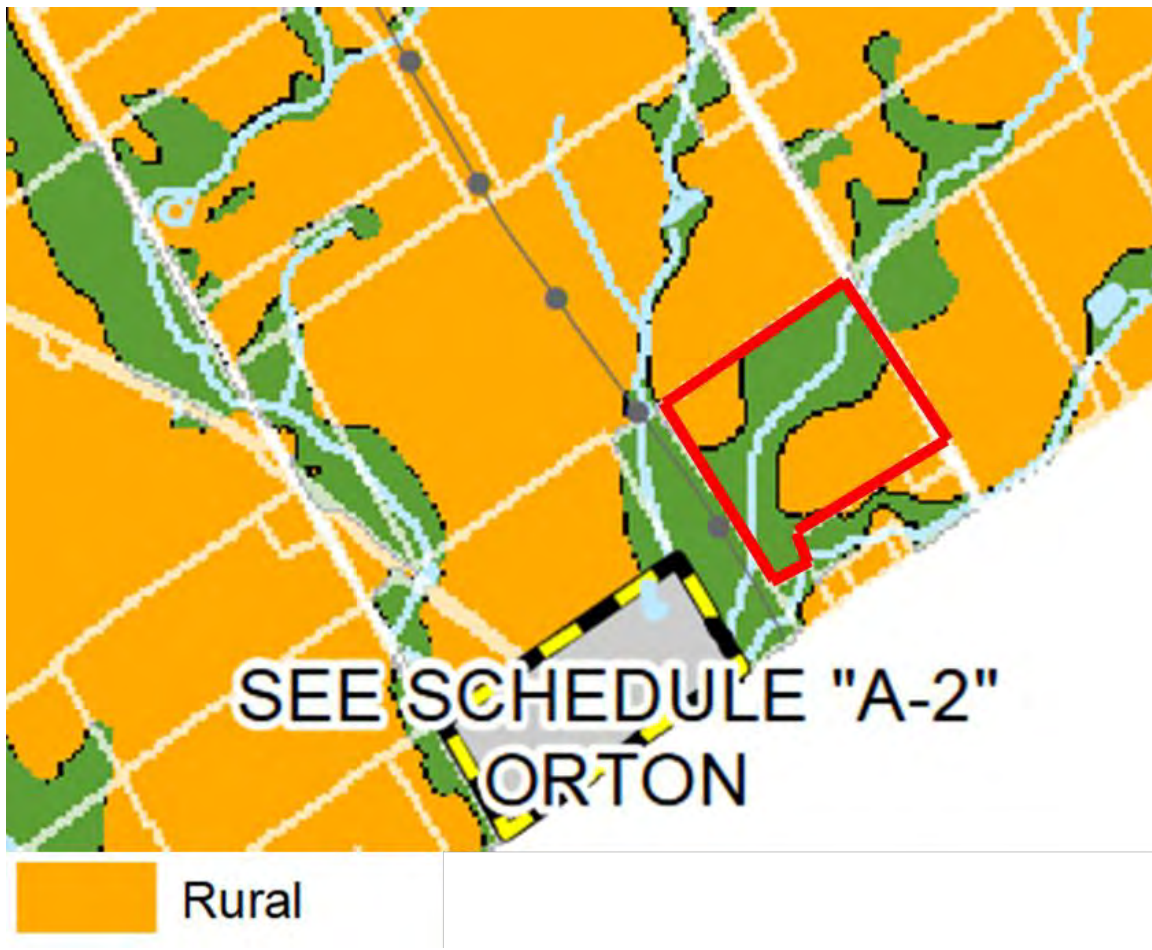
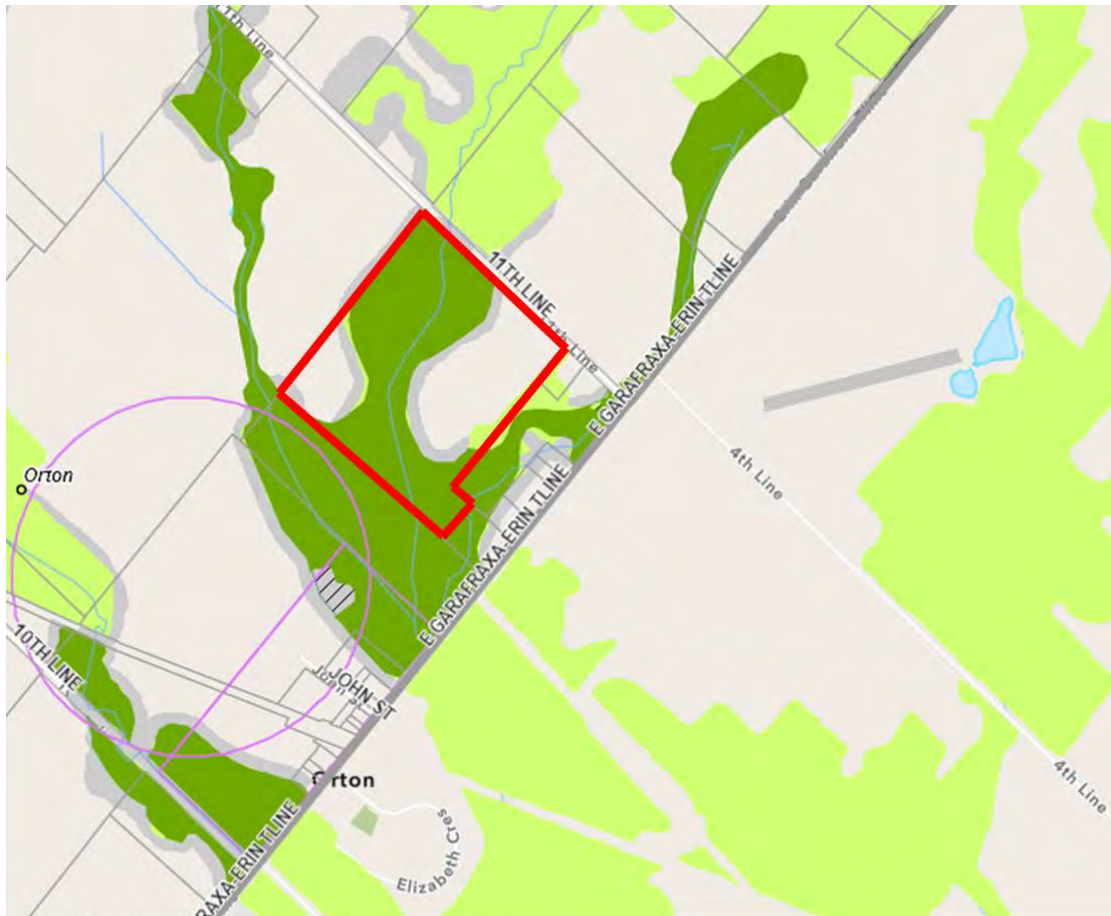


Figure 2: Current Schedule E in Dufferin County Current Official Plan [REDACTED] [REDACTED] [REDACTED] outlined in red.

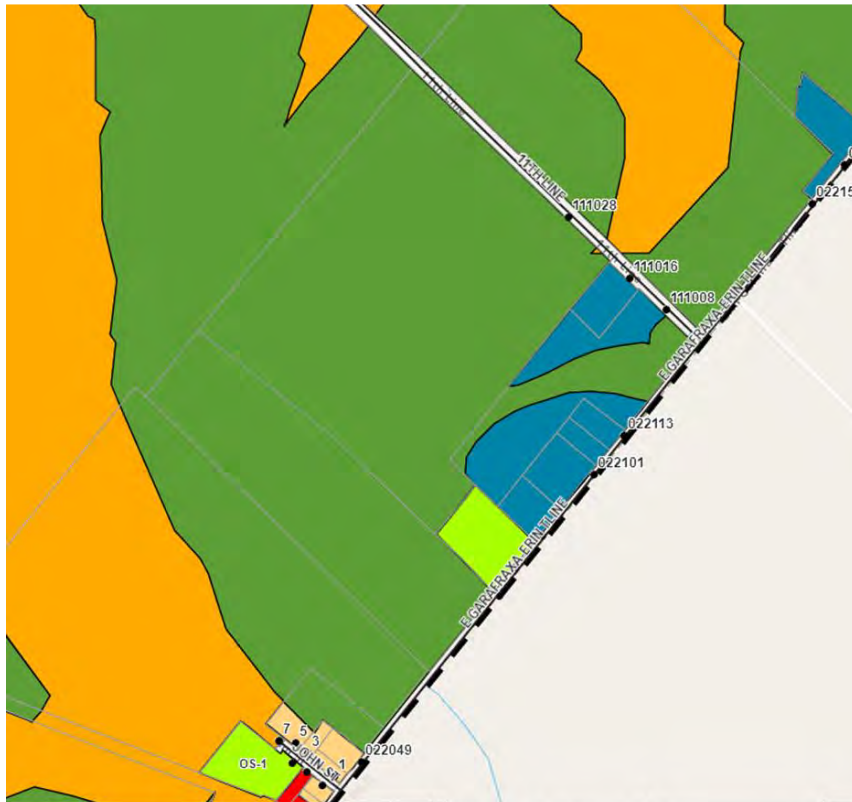


Regulatory Limit - Grand River Conservation Authority

Based on information currently available online, it appears that the Rural Agricultural designation has been removed from the portion of my property laying outside the GRCA wetland limit and my entire property is now shown as Environmental Protection. It appears that this change has taken place as part of the current Dufferin County Official Plan Comprehensive Review. The updated zoning can be seen in **Figure 3 below**. It is important to note that lands to south of my property have retained their Rural Residential designation even though these properties also lay within the GRCA wetland limit.



Figure 3: Updated Property Zoning from East Garafraxa Online Zoning Map, [REDACTED]



**Address (Lot Parcels):** [REDACTED]  
**(EAST GARAFRAXA)**

ARN	[REDACTED]
CIVIC2016	[REDACTED]
CIVICALIAS	[REDACTED]
LegalDesc	[REDACTED]
Area	54.5800
AreaUnit	Acres
RollTotal	426000
OP_Desc	Environmental Protection, Rural
Zoning	EP - Environmental Protection
ZoningEC	<a href="#">More info</a>
ZoneCodeEC	
<a href="#">Zoom to</a>	***

**Address (Lot Parcels):** [REDACTED]  
**(EAST GARAFRAXA)**

ARN	[REDACTED]
CIVIC2016	[REDACTED]
CIVICALIAS	[REDACTED]
LegalDesc	[REDACTED]
Area	1.4500
AreaUnit	Acres
RollTotal	391000
OP_Desc	Rural
Zoning	RR - Rural Residential
ZoningEC	<a href="#">More info</a>
ZoneCodeEC	
<a href="#">Zoom to</a>	***

Currently, I am writing to you to object to the apparent rezoning of my property to Environmental Protection as part of the Dufferin County Official Plan Comprehensive Review. My objection is based on the following.

1. The apparent rezoning of my property directly impacts my property rights. I was not informed of any proposed updates to my property zoning and, as such, I was denied the right to directly comment or object to any attempts to rezone it,
2. The portion of my property currently zoned Rural Agricultural is that portion outside the current GRCA wet land limit. GRCA has not updated their wet land limit and there have been no changes at the Conservation Authority level which would prompt my entire property to be designated Environmental Protection,
3. I am cognizant of the fact that a significant portion of my property is within a GRCA regulated wet land and I take significant efforts to protect the wet land from disturbance. I have no objections to the portion of my property located within the wet land limit remaining designated as Environmental Protection.

I only recently became aware of this apparent attempt to redesignate my property. As such, I may provide further written objections after the March 14<sup>th</sup> public meeting on this matter.

In the meantime, please ensure that this letter of objection is placed in the file relating to the Official Plan Comprehensive Review to preserve my appeal rights under the Planning Process.

Please confirm receipt of this letter at your earliest convenience.

Sincerely,

[Redacted signature]

[Redacted name]

[Redacted address]

East Garafraxa, Ontario, [Redacted]

**From:** [Municipal Planning](#)  
**To:** [Rebecca Whelan](#)  
**Subject:** RE: Dufferin County Municipal Comprehensive Review - Notice of Open House and Public Meeting  
**Date:** Thursday, February 1, 2024 2:12:45 PM

---

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

Thank you for your circulation.

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](mailto:MunicipalPlanning@Enbridge.com).

Regards,

**Jasleen Kaur**

Municipal Planning Coordinator  
**Engineering**

**ENBRIDGE**  
TEL: 437-929-8083  
500 Consumers Rd, North York, ON M2J1P8  
[enbridge.com](http://enbridge.com)  
**Safety. Integrity. Respect. Inclusion.**

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**From:** Rebecca Whelan <[rwhelelan@dufferincounty.ca](mailto:rwhelelan@dufferincounty.ca)>  
**Sent:** Wednesday, January 24, 2024 8:52 AM  
**Cc:** Silva Yousif <[syousif@dufferincounty.ca](mailto:syousif@dufferincounty.ca)>  
**Subject:** [External] Dufferin County Municipal Comprehensive Review - Notice of Open House and Public Meeting

**CAUTION! EXTERNAL SENDER**

**Were you expecting this email? TAKE A CLOSER LOOK. Is the sender legitimate?  
DO NOT click links or open attachments unless you are 100% sure that the email is safe.**

Good morning,

Please find attached a notice of open house and public meeting regarding Dufferin County's Municipal Comprehensive Review Phase III.

Thank you,

**From:** [REDACTED]  
**To:** [David Trotman](#); [Fred Simpson \(fred.simpson@townofmono.com\)](mailto:fred.simpson@townofmono.com); [Silva Yousif](#); [Rebecca Whelan](#)  
**Cc:** [REDACTED]  
**Subject:** Letter to Town of Mono and County of Dufferin - Regarding Second Line Development - From Local Business & Land Owners in the Mono Industrial Park  
**Date:** Friday, March 8, 2024 4:11:14 PM  
**Attachments:** [REDACTED]

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

**Mr. Trotman (Planner, Town of Mono)/Mr. Simpson (Clerk, Town of Mono)**  
**Ms. Silva Yousif (Planner, Dufferin County)/Ms. Rebecca Whelan (Clerk, Dufferin County)**

**(Note to Mr. Simpson:** please disregard the previous version of the attached letter sent to you earlier this afternoon. I have more accurately described our understanding herein. Please use the version of the letter attached herein for the records and disregard the version I sent earlier this afternoon. Should you have any questions, feel free to contact me on my cell phone at anytime)

Attached please find our letter concerning the 2<sup>nd</sup> Line Development proposal to change the zoning from 'Rural' to 'Residential' in order to build 349 dwellings on the vacant land adjacent to the Mono Industrial Park.

The letter is signed by most of the business and landowners in the Mono Industrial Park. There are a few more people to add however I've not been able to reach everyone. For the want of time, we submit this letter to you today. Our objective is to present this letter to you for your furtherance and in communicating to all those involved that we oppose the proposed zoning change and recommend the zoning remain as is as 'Rural' and allow it to be 'Light Industrial' in the future. In brief, this vacant land is not where houses should be built but rather remain as is for Light Industrial Buildings and zoning in the future.

We will endeavour to attend the meeting next Thursday, March 14, 2024 and look forward to further discussion on this topic.

In the meantime, if you have any comments or questions regarding the attached letter, please feel free to reply or call me at any time.

We do request that:

- The letter be on the agenda of the March 14, 2024 meeting that the Town of Mono has scheduled regarding this Zoning change request
- The letter be on the agenda for the March, County of Dufferin Council meeting
- The letter be forwarded to all involved in the review of the County of Dufferin Official

Plan Update, including Mr. Eric Boyd, Manager of Municipal Affairs, London, Ontario

Kindly confirm that you are able to achieve the addition of this letter to the noted agendas and, if need be, we can forward this email and letter attachment to others that should be involved and be aware of our position on this topic. We look forward to your reply and kind assistance.



**David Trotman MCIP MRAIC**

*Director of Planning*

Town of Mono

519.941.3599 x230

March 7, 2024

Dear Mr. Trotman,

Subject: [REDACTED], Mono ([REDACTED]) – Zoning Change Request

It has been brought to our attention that an application has been submitted to the Town of Mono to change the zoning from 'Rural' to 'Residential' for the subject property so 349 dwellings can be built. We the owners of Industrial Buildings, Land and Businesses in the Mono Industrial Park (on the south side of the subject land on Coles Crescent and French Drive) wish to offer our comments on the application.

Our understanding is the Town of Mono has had this land zoned 'Rural' (with some EP at the north end) and the Developer is requesting to change the zoning to 'Residential' for the purpose of building 349 dwellings. It is also our understanding that the Town of Mono has had the long-standing position that the lands should be zoned 'Light Industrial' to allow for expansion of the Mono Industrial Park.

In our collective opinions, this property, which is adjacent to us all, is not a suitable place to build 349 houses (some very close to the property line).

The noise, large truck traffic and odours from the Mono Industrial Park are not conducive to the proximity of houses. We believe it to be too close to and expect to have unhappy homeowners and we would have to be the ones dealing with complaints.

On the other hand, 349 dwellings (detached and townhouse) will be, to some extent, driving through our neighbourhood (through the existing road spur beside CarStar) which will result in too much traffic in our industrial neighbourhood. Coles Crescent and French Drive are not wide roads that can suit large volumes of traffic. We experience that periodically already and 349 dwellings will make for unsafe conditions at times.

Our position is the subject land should be used for places of employment, which we need here in Mono so that local residents can work nearby home and not drive an hour each way to Brampton or Mississauga. In brief, we need more employment areas in the Mono Orangeville area and this subject land is a perfect fit for employment zoning.

In brief point form regarding the Second Line Development of 349 Houses & Townhouses please consider this as our collective objection to this zoning change:

- Too close to the industrial area (Mono Industrial Park)
- Currently zoned as 'Rural' the property should be zoned 'Light Industrial', which is what we need more of here in Mono, to create places of Employment
- The noise of local industry will disturb the people living in the adjacent houses
- The current layout has the houses too close to the CarStar and First Student
- The odour of diesel exhaust will irritate the nearby homeowners
- The noise from the Industrial Businesses will disturb the homeowners
- The increase in traffic in the industrial area will be a problem for the local transport companies trying to maneuver in the area
- There is a safety concern for individuals, especially children accessing the throughway onto Coles Cres., from the new development area. There are large trucks coming and going daily and with no sidewalks and narrow paved surfaces this poses a large concern
- Given the proximity to the proposed residential area to the Mono Industrial Park, there is an increased potential for vandalism, theft, trespassing, dumping of garbage (into our dumpsters and onto our property) and vehicle break-ins, as occurred when the Fieldstone Residential area was completed. Maintaining a larger separation between Industrial and Residential zoning areas would mitigate this potential. This further demonstrates the poor fit for the proposed location of this development.
- Where will the youngsters go to school? We understand that Island Lake School is full and at capacity

**We as local landowners (or designated representative), the undersigned, collectively oppose this zoning change request and we feel the zoning should be (Employment) Light Industrial.**

Kindly bring this forward at the scheduled meeting (March 14) per your notice sent and we will do our best to attend. I also request that this letter be sent to the Clerk of Dufferin County so it can be included on the agenda for the next County Council meeting for this month (March). Also, please forward this letter to the Manager of Municipal Affairs and anyone else involved in the process of the Dufferin County Official Plan update, as we understand that process is ongoing at this time.

Yours truly,

[Redacted signature line]

[Redacted signature line]

[Redacted signature line]

[Redacted signature line]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]





A community that grows together

Report To: Warden White and Members of County Council

Meeting Date: March 14, 2024

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**Subject: Monthly Update from Outside Boards**

**From: Sonya Pritchard, Chief Administrative Officer**

### **Recommendation**

**THAT the report of the Chief Administrative Officer, dated March 14, 2024, with respect to Reports from Outside Boards, be received.**

### **Executive Summary**

This report outlines updates of activities from outside boards and agencies in which there is Dufferin County representative. This report is for information purposes.

### **Background & Discussion**

#### **Wellington Dufferin Guelph Health Unit**

Representative(s): Councillor Guy Gardhouse and Ralph Manktelow

Meeting date: February 7, 2024

Highlights: Public Health has re-launched the Check Before You Choose website to provide enhanced community engagement and improved responsiveness to public inquires and complaints.

The final report on Our Food Future – A Smart Cities Initiative was presented to the board. The board also received a report on oral health and will be advocating for a review of the fee code rates for dental providers to remove compensation barriers to dental care, exclusion of government rebates from assessment of income calculations for seniors to ensure that those who qualify for the Ontario Seniors Dental Care Plan program do not have their care interrupted, and the introduction of fluoride varnish in publicly funded schools as a preventative approach.

Attached: [Board of Health Agenda for February 7, 2024](#)

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### **Niagara Escarpment Commission (NEC)**

Representative(s): Councillor Gail Little

Meeting date: February 15, 2024

Highlights: The Commission was presented with 1 development permit application in the Region of Niagara, the Eugenia Falls Conservation Area Management Plan, and an initial staff report on a proposed Niagara Escarpment Plan amendment in Grey County.

Attached: [Commission Meeting Agenda – February 2024](#)

### **Dufferin Board of Trade (DBOT)**

Representative(s): Councillor Gail Little

Highlights: Dufferin Board of Trade was represented at the recent Ontario Chamber of Commerce Advocacy Day at Queen’s Park. The Advocacy Day allows Chamber representatives from across the province to hear roundtable discussions with the critics from the various opposition parties. There was an opportunity to meet with the Associate Minister of Small Business, Nina Tangri, and the Green Party leader, Mike Schreiner.

DBOT will be hosting an open house on March 27 to unveil the improvements to the Dufferin Biz Hub. The new Biz Hub includes scaled up social enterprise operations, and enhancements to the meeting, office, and coworking spaces.

Attached: Dufferin Board of Trade Monthly Email – March 2024

### **Headwaters Communities in Action (HCIA)**

Representative(s): Councillor Philip Rentsch

Highlights:

- Community Safety and Well Being Survey results are in and engagement roadmap is being planned.
- Community grants are being assessed and report will be coming to the General Government Services Committee in March.
- HFFA is working on 2024 Farm Fresh Guide, education options, Food Access Subcommittee and the April 18 fundraising dinner.
- Volunteer Dufferin progresses with Boardward Board, Prepare to Engage Dufferin, and recognition initiatives.

Attached: Headwaters Communities in Action Report – March 2024

### **Western Ontario Wardens' Caucus (WOWC)**

Representative(s): Warden Darren White, Chief Administrative Officer Sonya Pritchard

Highlights: At the Annual General Meeting on February 2, Warden Glen McNeil of the County of Huron was re-elected as Chair of the WOWC. The WOWC remains dedicated to their work on the following key priorities: housing, workforce development, mental health, addictions, and homelessness.

WOWC is calling on the province to commit to reviewing the provincial-municipal fiscal framework as part of the upcoming provincial budget.

Attached: [Western Ontario Wardens' Caucus February 2024 Newsletter](#)

### **SWIFT Board of Directors**

Representative(s): Councillor Chris Gerrits

### **Financial, Staffing, Legal, or IT Considerations**

There are no financial, staffing, legal or IT considerations.

### **In Support of Strategic Plan Priorities and Objectives**

**Good Governance** – ensure transparency, clear communication, prudent financial management

**Inclusive & Supportive Community** – support efforts to address current & future needs for a livable community

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Respectfully Submitted By:

Sonya Pritchard  
Chief Administrative Officer

**Michelle Hargrave**

---

**From:** Jaemilyn @ the Dufferin Board of Trade <jaemilyn@dufferinbot.ca>  
**Sent:** Tuesday, March 5, 2024 11:46 AM  
**To:** information  
**Subject:** Laurel, here's the latest local business news - March edition

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



Greetings around Dufferin County!

The hard-core golfers were happy this weekend to see a handful of courses open within an hour's drive of Dufferin this past weekend. Hopefully, this warmer weather is an early spring for us all to enjoy and not just a tease!

There is a lot going on around the DBOT offices right now.

Hopefully, many of you were able to make it out to the Industry Luncheon last month and hear our excellent speaker Mark Cohon. Mark told some great stories about his ongoing business career and of his happy memories growing up in the area. The event was well attended and outside of the rather pedestrian emcee, it was a great event. Thanks to our partners from the Greater Dufferin Homebuilders Association and the Rotary Club of Orangeville for standing beside us once again. The event would not be possible as well without the many

sponsors who support it year after year. Finally thanks as well to Diana Morris and Jaemilyn Gavino for all of their work leading up to the event and on event day. Their hard work and ongoing excellence does not go unnoticed.

Please join us for an open house to celebrate the improvements to the new and improved Biz Hub. Please make sure to register through the website to help us prepare for some made-in Dufferin snacks! The event will take place on Wednesday, March 27th from 3 to 6.

I had a chance to attend the Ontario Chamber of Commerce Advocacy Day at Queen's Park recently on behalf of DBOT. It is quickly becoming one of my favourite events as chair of this organization. The day is set up with a couple of meetings in the morning with the large group of Chamber representatives from across the province to hear roundtable discussions with the critics from the various opposition parties. Regardless of your political stripe one couldn't help but be impressed with how well prepared they were and would certainly be able to hold the government to account. We were split into much smaller break out groups in the afternoon and my group had a chance to meet separately with the Associate Minister of Small Business Nina Tangri and then a separate meeting with Green Party leader Mike Schreiner. There were a multitude of business contacts discussed with Minister Tangri. The discussion with Mr. Schreiner centred around the green economy as well as an interesting Private Members bill he has put forward dealing with the housing crisis.

Have a great month doing business in the county!

Doug Harkness  
Chair, Dufferin Board of Trade  
[doug@dufferinbot.ca](mailto:doug@dufferinbot.ca)

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CONNECT

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## DWIB Presents: Cocktails & Connect

Come join the Dufferin Women in Business on March 20th, 2024 at the Mill Creek Pub from 5 PM to 7 PM for an evening to have some cocktails & connect!

Open to all genders | Appetizers will be served.

CONNECT with local businesses. GROW your Business and your referral network! Meet with like minded people and BUILD relationships!

[Register](https://dufferinbot.ca/events)

A blue graphic with the text 'dufferin bizhub' in white, 'open house' in large white letters, and event details: 'march 27th | 3:00 pm - 6:00 pm', '246372 hockley rd, mono', and 'rsvp at dufferinbot.ca'.

**dufferin  
bizhub**

# open house

**march 27th | 3:00 pm - 6:00 pm**  
246372 hockley rd, mono  
rsvp at [dufferinbot.ca](http://dufferinbot.ca)



## You're Invited to our Open House!

We would like to invite you to join us for an exciting celebration as we unveil the all-new Dufferin Biz Hub! We're thrilled to announce that we've scaled up our social enterprise operations, expanding and enhancing our meeting, office, and coworking spaces to better serve you and the community. Discover our revamped facilities, along with exciting additions like our coffee hub, virtual offices, and essential business services.

**Date: March 27th Open House: 3:00 PM – 6:00 PM**

We hope you'll pop by for a coffee, tea, or hot chocolate from our coffee hub. While you're here we'd love to give you a tour and introduce you to our new essential business services with a complimentary professional headshot photo.

Our social enterprise is built on our belief in the power of business to drive positive change in our community. Join us in celebrating not only our scale up, but also our commitment to fostering growth, collaboration, and social impact.

Whether you're a seasoned entrepreneur, a budding startup, a nonprofit, or simply curious about our offerings, we welcome you to drop by and experience the future of collaborative workspace. Mark your calendars and be part of this momentous occasion! We look forward to seeing you there!

The Dufferin Biz Hub: Supporting businesses to build up our community.

RSVP

## PROMOTE

### Welcome New Members

Local  
Tile  
Co.

BROADWAY ENGRAVING &  
SIGNS

[Local Tile + Co](#)

[Broadway Engraving](#)



[Rotary Club of Orangeville](#)



Bulldog Personal Training & Nutrition



Vida Financial Group

CONTACT NORTH  
NORD

Contact North | Contact Nord



Starr Performance Management Consulting



Polycultural and Immigrant Community Services



**Level Up Dufferin** is the next step to identify and promote your corporate values. **Free training coming soon!**



## **Level Up Dufferin Free Training Coming Soon**

LevelUp Dufferin is a group of businesses actively engaged in promoting corporate values and contributing positively to the community. They are dedicated to identifying and promoting their values through various initiatives and education.

Level Up Dufferin is a project of the Biz Hub, a social enterprise of the Dufferin Board of Trade.

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**NEWS FROM COMMUNITY PARTNERS**

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**DWIB Gives back to our community, by donating over \$900 to the Orangeville Foodbank!**

WOMAN  
JOY FOSTER  
WOMAN



Joy Foster  
Inspirational Speaker

**International  
Women's Day  
2024  
"Silencing  
Doubts with  
Discussions"**

~a Joy Foster event  
**March 8th, 2024**  
Windrush Estate Winery  
6pm to 8pm  
Doors open at 5:30pm  
Light Refreshments

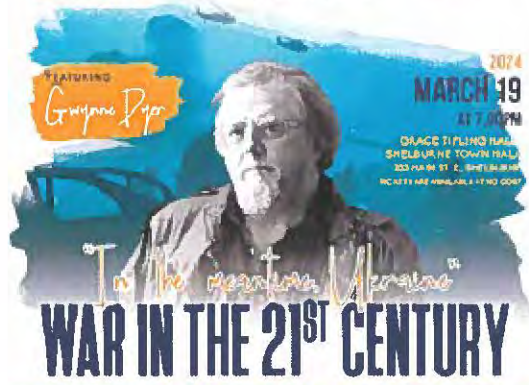
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in an evening of  
interactive and exciting  
conversations towards  
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## "In the meantime Ukraine"

March 19, 2024  
7:00 PM to 9:00 PM

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TICKETS AVAILABLE ONLINE AT CANHISTEVENTS

Join us for an informative lecture with internationally renowned journalist Guyanne Dyer as he speaks on "War in the 21st Century." Focusing on strategies, tactics, and politics in Ukraine, including the nuclear aspect, and the evolving nature of war in the modern era.

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Scan here for TICKETS or visit www.CanHist.ca/events. The presentation is subject to change. No refund will be given without a notice.

© Guyanne Dyer is a former "Redemptive Earth" columnist for the "The Christian Post" and "The Christian Post" magazine. He is also a frequent speaker at various international forums, including the "The Christian Post" and "The Christian Post" magazine. He is also a frequent speaker at various international forums, including the "The Christian Post" and "The Christian Post" magazine.

**Orangeville**

The Orangeville & Area SBFC presents

# INTRO TO CANVA

**DATE**  
Wednesday, March 20

**TIME**  
12 - 1:30 p.m.

## Intro to Canva

March 20, 2024  
12:00 PM – 1:30 PM

Learn More

**SHELBURNE, DUFFERIN & AREA  
JOB FAIR APRIL 18  
Employers Wanted**

**For information and to register visit  
[www.shelburne.ca/Biz\\_News](http://www.shelburne.ca/Biz_News)**



Town of  
**SHELBURNE**



**Georgian** Career and Employment  
Community Services

## **Employers wanted! 2024 Shelburne Job Fair**

Employers wanted for the 2024 Shelburne Job Fair - April 18, 2024 |  
Centre Dufferin Recreation Centre

Do you want an opportunity to maximize your business exposure, recruit the best candidates for your organization, connect directly with skilled professionals, newcomers to the area, students and individuals who are currently unemployed or thinking about a career change?

Look no further... [visit www.shelburne.ca/Biz\\_News](http://www.shelburne.ca/Biz_News) for more information and to register.



## Stir the Pot (The new and improved Soup Sisters event)

[View Upcoming Dates](#)

**Looking for more events? Click below!**

[View Events](#)

## How can we help you?

Hello Laurel,

We are all in this together. If there is something you need please reach out to us.

**Diana Morris, Executive Director**

[diana@dufferinbot.ca](mailto:diana@dufferinbot.ca) | 519-941-0490 x 202

**Jaemilyn Gavino, Communications Coordinator**

[jaemilyn@dufferinbot.ca](mailto:jaemilyn@dufferinbot.ca) | 519-941-0490 x 204

# dufferin bizhub



Dufferin Board of Trade & Dufferin Biz Hub | 246372 Hockley Road, Mono, L9W 6K4 Canada

[Unsubscribe info@dufferincounty.ca](mailto:info@dufferincounty.ca)

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Making Life Better Together



## REPORT TO COUNCIL

### Headwaters Communities in Action

Representative: Councillor Philip Rentsch  
Meeting report of February 2024

**Highlights:** HCIA invests in skill-building, by-law compliance and new collaborations. GrandPals grows. CSWB survey results are in and engagement roadmap is being planned. DC Grants have been assessed, report coming in March. HFFA working on 2024 Farm Fresh Guide, education options, Food Access Subcommittee and Apr. 18 fundraising dinner. Volunteer Dufferin progresses with Boardward Bound and Prepare to Engage Dufferin and recognition initiatives. DC MOVES grows connections and plans forum Mar. 25; DCEC working groups make progress; VOICES seeks funding.

#### Primary Activities:

#### HCIA Partnership Agreement

HCIA Admin:

Executive Director, Jennifer Payne

***DC Strategic Connections: HCIA's work and unique role in the community support all Priority Areas and several Goals, Actions and Measures under the new Strategic Plan including Community Safety and Wellbeing measures (HCIA), Community (HCIA, all projects), Equity (DC MOVES / DCEC / VOICES, Volunteer Dufferin and HCIA), Governance (DC Community Grants), Economy and Climate & Environment (HFFA).***

- HCIA Leadership Council meets next Mar. 6, 2024.
- **Shared Platform:** HCIA continues to provide support for all funded projects in the areas of administration and oversight, project management, fundraising, communications and skill-building.
  - Working on bringing by-laws into compliance with new ONCA requirements.
  - All projects are being realigned toward new Theory of Change and strategic directions.
  - Recently had 5 members of LC and staff attend Tamarack workshop: Community Engagement: From Debate to Dialogue.
  - Tamarack director Heather Keam will deliver a coaching session to LC on Mar. 27.
  - 12-month Learning Journey with Catalysts' Circle is being designed.
- **Trails:** HCIA receives funds from corporate employee volunteering programs and processes invoices for approved expenditures under an MOU with Team Van Go.
- **GrandPals** (funded by Centre for Studies in Health and Aging at Providence Care): 22 GrandPals are involved in training to support Grade 5 classes in 3 schools in April.

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**Our Vision:** *People coming together to shape a thriving community.*



- **Orangeville Community Grants:** HCIA has been retained to provide grant assessment services to the Town of Orangeville for 2024-2025. Applications are due March 31. A new team is being selected to include Orangeville residents. Report will be submitted by April 19.
- **Economic Development Strategy Engagement Partnership:** HCIA, Dufferin Board of Trade and Dufferin County Economic Development are drafting an MOU to partner on the consultation and socialization phases of the County's EcDev Strategy and Plan development in 2024-2025. This will demonstrate a collaborative approach, promote innovative ideas and ensure that equity and climate lenses are applied at all stages.
- [headwaterscommunities.org](http://headwaterscommunities.org)

#### PROJECT NEWS:

##### Dufferin County Community Grants:

Coordinator, Jennifer Payne

***DC Strategic Connections: the Community Grants program supports goals and actions under the Community, Governance and Equity Priority Areas.***

- Assessment Team met Mar. 3 and will have one more meeting to conclude recommendations for report, to be submitted March 19, 2024. This was an especially challenging year.
- An info session for prospective applicants was held on Jan. 8, 2024.
- [headwaterscommunities.org/community-grants](http://headwaterscommunities.org/community-grants)

##### Dufferin County Community Safety and Well-Being:

Co-Chairs Jennifer Payne, Anna McGregor

***DC Strategic Connections: the CSWB Plan supports goals and actions under the Community, Governance, Economy and Equity Priority Areas.***

- **General public survey:** Results have been compiled and will be discussed Mar. 6. Roadmap for engagement and priority-setting planned for Mar. 20. Next meeting of Integration Table TBA.
- <https://www.dufferincounty.ca/news/dufferins-community-safety-well-being-plan>

##### Volunteer Dufferin:

Coordinator, Sheralyn Roman

***DC Strategic Connections: Volunteer Dufferin aligns with the Priority Areas of Community and Equity, and with actions involving newcomer services, age-friendly community support, grants and capacity building through partnerships.***

- **Matching portal:** 2,719 individual registered volunteers; 179 organizations; 71 current active opportunities. Ongoing site maintenance and reporting, fielding inquiries and assisting members, outreach to peer groups and new local partners, supporting high schools, attendance at local events
- **Recognition events:** Participated on planning committee for Nonprofit Appreciation Week Morning Glory breakfast event Feb. 15. Promoting National Volunteer Week April 14-20, 2024.
- **Boardward Bound** (funded by the Government of Canada: New Horizons for Seniors Grant): Program development phase closes March 18. Producing a program guide, training modules,

program agreements, timelines and promotional material. Plan to launch first formal intake in Fall.

- **Prepare to Engage Dufferin** (funded by the Government of Canada via Dufferin Community Foundation: Community Services Recovery Fund): This grant is to modernize systems and processes and will involve retooling the portal to meet evolving needs and accommodate different types of community engagement. Needs assessment, consultant and vendor selection are in progress.
- [volunteerdufferin.ca](http://volunteerdufferin.ca)

**HFFA + Farm to School:**

**Co-Chairs Bob Megens, Marci Lipman  
F2S + Community Connectors, <vacant>**

***DC Strategic Connections: HFFA supports Priority Areas, Goals and Actions under Economy, Climate & Environment, Equity, and Community.***

- **HFFA Hub:** Meets next on April 1, 2024. Co-Chair Marci Lipman joined DC Tourism Working Group and is advising on Explore Dufferin Guide. An HFFA fundraising dinner will take place at Mrs. Mitchell's April 18. 2024 Farm Fresh Guide will feature area trails. Food Access Subcommittee work continues.
- **Food Access Subcommittee (of DCEC Health Equity Working Group):** Meets next on Mar. 25 to discuss Orangeville Food Bank program partnerships, Income Security for Food Security campaign and other opportunities. To date we have published the Dufferin Food Access Guide, a listing of emergency food services in Dufferin, brokered partnerships with local community kitchens to cook for food bank programs, and assisted with recruiting volunteers. Co-chaired by HCIA/HFFA, WDG Public Health and Hills of Headwaters OHT.
- **Farm to School** (funded through donations and program revenue): Partnering with Albion Hills Community Farm on their Ontario Trillium Foundation Grant project focusing on education. Three workshop requests in queue for Dufferin schools. Considering how F2S connections and equipment can help with Food Access goals.
- [hffa.ca/farmentoschool](http://hffa.ca/farmentoschool)
- [headwatersfarmfresh.ca](http://headwatersfarmfresh.ca)
- [headwatersfoodandfarming.ca](http://headwatersfoodandfarming.ca)

**DC MOVES – Partnership via Community Services**

**Coordinator, Elaine Capes**

***DC Strategic Connections: DC MOVES is named specifically as an example of a collaborative community partner, and supports Equity, Community and Economy Priority Areas.***

- **DC MOVES** continues to partner with other organisations for community outreach: Youth Wellness Hub planning next steps, Non-Profit Appreciation Week Morning Glory Breakfast Feb 15th well attended and well received, new invitation to partner with Georgian College on a networking event in May. Thirteen orgs added to mailing list after outreach to MyDufferin orgs.
- **DC MOVES** Forum coming up Mar. 26 at Museum of Dufferin and will feature a collaborative conversation about Youth Wellness Hubs.
- **DCEC:** Large group met Feb. 6. Working Groups continue to meet for **Health Equity** (including **Food Access Subcommittee**), **Employment, Housing & Homelessness**. **VOICES of Lived Experience Dufferin** has not been approved for additional funding from United Way so new funding must be found. The group will pause in the interim after completing some items for publication.
- [dcmoves.org](http://dcmoves.org)
- [dcec.ca](http://dcec.ca)

***Thank you to the County of Dufferin staff and council members for your continued support of HCIA and for recognizing the important roles that we play as a strategic partner and for the community as a whole. We truly value your efforts and your commitment to the well-being of Dufferin residents.***



A community that grows together

Report To: Warden White and Members of County Council

Meeting Date: March 14, 2024

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**Subject: Strategic Plan Update #5**

**From: Sonya Pritchard, Chief Administrative Officer**

### **Recommendation**

**THAT the report of the Chief Administrative Officer, dated March 14, 2024, with respect to Strategic Plan Update #5, be received.**

### **Executive Summary**

Regular updates on the foundational work and the objectives and goals of the Strategic Plan are important to ensure Council and the community are aware of the progress. The scope of priorities and initiatives in the Plan are broad and many are multi-year projects. Breaking down the work into achievable objectives is key to long term success. This report identifies the work planned for 2024.

### **Background**

Strategic Plan 2023-2026 was adopted by County Council at the June 8, 2023 meeting following months of background work, consultation, analysis, and review. The Plan is a high-level set of interconnected priorities and goals grounded in a clear vision, mission and values supported by the introduction of two new lenses. (See *Strategic Plan at a Glance* attached.)

*Vision – A community that grows together.*

*Mission – Providing programs and services that foster a thriving, equitable, and resilient community in an ever-changing world.*

*Values – Collaboration, Accountability, Innovation, Compassion, and Courage*

*Lenses – Equity and Climate*

**Discussion**

**Priority Areas**

There is significant work planned throughout 2024 to advance the priority areas. Major initiatives commencing or continuing in 2024 are identified below.

**Climate and Environment**

Goal 1 – Establish the County as a Leader in Climate Action

- Continuing to implement the Climate Action Plan and adaptation Strategy:
  - Green Development standards project in conjunction with Grey and Wellington Counties to ensure new development is environmentally, socially, and economically sustainable. (See Dufferin’s [Green Development Standards Project Webpage](#)) Work planned in 2024 includes:
    - Background report
    - Communications and Engagement Plan
    - Begin work on a Business and Talent Attraction Plan
    - Engagement activities for the public, municipal staff, and the development industry
    - Drafting and refining the standards
    - Final standards to be presented to Council by the end of 2024
  - BetterHomes Dufferin programs for home retrofits for reducing energy use and building resilience
    - Develop and submit full application to the Federation of Canadian Municipalities’ Community Efficiency Financing Program for \$15 million
    - If successful, initiate startup activities and project administration with project partners
  - Rural Recharge initiative is a network of Electric Vehicle (EV) Charging Stations being developed in partnership with the Counties of Bruce, Dufferin, Grey, Huron, Perth, and Wellington
    - The project team has been awarded the Ivy Network (owned by Hydro One) to own and install the charging network across the participating counties.
    - Submit funding applications to the province’s ChargeON program, and Natural Resource Canada’s Zero Emission Vehicle Infrastructure Program to support the project.
    - Finalize sites and begin installation

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**Goal 2 – Enhance and Conserve Dufferin’s Natural Environment**

- Continuing to implement the Long-Term Waste Strategy
  - Developing a proposal for Household hazardous waste mobile units
  - Waste Audits to be conducted in 2024 to prepare for Strategy update in 2025
- Ongoing support of the rural water quality collaboration with Grand River Conservation Authority
- Wildfire Workshop in April 2024
- Creation of an Oak Wilt Response Plan

**Community****Goal 1 – Increase Affordable and Attainable Housing Options**

- Housing Strategy to identify opportunities to support and develop affordable housing options
  - RFP has been issued
  - Situational analysis and engagement planned through spring and summer
  - Recommendations expected in Fall 2024
- County planning in conjunction with local planning staff developing an ARU guide to support development of additional residential units
- Continuing to work with Community Advisory Board (CAB) on community planning with supports to compliment and progress the work of housing for the most vulnerable

**Goal 2 – Support Community Safety and Well-being through Community Partnerships**

- Completed Community Safety and Well-Being survey
- In collaboration with HCIA and stakeholders, update and implement CSWB Plan 2021-2024

**Goal 3 – Explore opportunities to improve access to health care services**

- Participating in advocacy efforts through the Western Ontario Warden’s Caucus for better mental health and addictions services and ongoing funding for the crisis response teams
- Staff and Council representatives participating in the physician recruitment initiative
- Use municipal conferences to request delegations for advocacy on local health services
- Attend advocacy opportunities at Queen’s Park
- Attend advocacy networking groups through a Collaborative Council Table for Headwaters Healthcare – Ontario Health Team

**Economy**

Goal 1 – Advance county-wide economic development and workforce development

- New Economic Development Strategy
  - Community engagement,
  - Data analysis, summary of findings
  - Recommendations
- Tourism Strategy Update underway with support from Central Counties Tourism
- Continue work for Child Care Workforce Strategy roll out in partnership with Georgian College

Goals 2 – Improve Broadband and Cellular Connectivity

- Continuing to work with SWIFT to advance broadband access

**Governance**

Goal 1 - Identify Opportunities to Improve Governance and Service Delivery

- Governance and Service Delivery Phase 1
  - Interviews with Council, County CAO and local CAOs to identify top priorities and themes
  - Information gathering and data analysis
  - Council workshop to determine potential areas of focus for changes and improvements
- Fire Services Review
- Digital Transformation/Modernization initiatives
  - New County website to be released in Q3
  - Implementation of Financial and HRIS system to be completed Q4
  - New website for Early Years and Child Care Communications through Raising the Bar
  - New Tourism website
- Environmental and Social Governance Framework
  - Initiation of risk assessments to develop a risk register to identify impact of environment and social risks
  - Risk Strategy policy development
- Asset Management enhancements and updates
- Facilities Centralized Service Desk
- Review of policies and procedures to ensure application of climate and equity lenses underway

Goal 2 – Improve the County’s internal and external communications

- Communications guidelines to be introduced
- Corporate wide communications plans developed and implemented for 2024

**Equity**

Goal 1 – Align Services Programs and Infrastructure with Changing Community Needs

- Community Engagement Framework completed and being applied for all engagement initiatives in 2024
- Older Adults Service Review
  - RFP has been issued
  - Work to be completed in collaboration with Housing Strategy project
- Continue work with Dufferin County Equity Collaborative (DCEC) to improve local services and supports for vulnerable populations
- Continue work with Coordinated Access Table (CAT) to better serve those experiencing homelessness

Goals 2 – Ensure that the County is an inclusive, equitable and supportive employer of choice

- Advancing recommendation in the Equity Strategy including:
  - Inclusive Leadership training, Anti-Racism and Anti-Oppression training
  - Development of a Dufferin Oaks specific Equity Strategy
- Total Compensation Review completed
  - Implementation of approved Total Compensation Review
- Policy Development & Revision
  - Whistle Blower Policy (Completed)
  - Harassment & Respectful Workplace Policy (Completed)
  - Creed and the Accommodation of Spiritual & Religious Observances
  - Accommodations for Persons with Disability Policy

**Financial, Staffing, Legal, or IT Considerations**

The work identified for 2024 is consistent with the resources available in the 2024 budget.

Respectfully Submitted By:

Sonya Pritchard  
Chief Administrative Officer

Attachment: Strategic Plan at a Glance



# STRATEGIC PLAN AT A GLANCE

## Vision






A community that grows together.

## Mission

Providing programs and services that foster a thriving, equitable and resilient community in an ever-changing world.

## Values

Collaboration | Accountability | Innovation | Compassion | Courage

EQUITY	 <b>Climate &amp; Environment</b>	<ol style="list-style-type: none"><li>1. Establish the County as a leader in climate action.</li><li>2. Enhance and conserve Dufferin's natural environment.</li></ol>	CLIMATE
	 <b>Community</b>	<ol style="list-style-type: none"><li>1. Increase affordable and attainable housing options.</li><li>2. Support community well-being and safety through collaboration and partnerships.</li><li>3. Explore opportunities to improve access to healthcare services.</li></ol>	
	 <b>Economy</b>	<ol style="list-style-type: none"><li>1. Advance County-wide economic development workforce development.</li><li>2. Improve broadband and cellular connectivity.</li></ol>	
	 <b>Governance</b>	<ol style="list-style-type: none"><li>1. Identify opportunities to improve governance and service delivery.</li><li>2. Improve the County's internal and external communication.</li></ol>	
	 <b>Equity</b>	<ol style="list-style-type: none"><li>1. Align programs, services and infrastructure with changing community needs.</li><li>2. Ensure the County is an inclusive, equitable, and supportive Employer of Choice.</li></ol>	

February 12, 2024

Your Worship and Members of Council,

### **Re: OEB Decision Supporting Gas Affordability**

We are writing regarding the decision of the Ontario Energy Board (“OEB”) to end the subsidy for methane gas pipelines in new residential developments and reduce spending on gas pipelines generally. This is an excellent decision that will help to lower the energy bills of your residents and help achieve municipal climate targets. Unfortunately, Enbridge has been working to overturn the decision because it would greatly reduce their profits.

We know that Enbridge has asked municipalities to lobby the Ontario Government to pass legislation reversing the decision, based on incorrect and misleading information. We are writing to correct the record.

**Enbridge’s** letters exclude key facts. For instance, **they don’t mention how much** the OEB decision would save gas customers – over \$2 billion over five years, or approximately \$600 per customer.<sup>1</sup> The OEB decision would also encourage more heat pumps in new buildings, which would lower energy bills for new homebuyers while lowering carbon pollution.<sup>2</sup> Enbridge says there is no subsidy for pipelines in new construction and that the OEB decision will eliminate gas from Ontario’s energy mix while undermining housing supply and affordability. The opposite is true.<sup>3</sup> The OEB decision promotes housing affordability and avoids the risk of gas prices spiralling out of control in the future due to excessive spending on fossil fuel infrastructure today.<sup>4</sup>

The subsidy for new gas pipelines conflicts with municipal climate targets and plans. Natural gas is also known as methane gas or fossil gas. It is a fossil fuel that causes approximately one-third of Ontario’s greenhouse gas emissions.<sup>5</sup> Heating homes and businesses with gas accounts for approximately 19% of **Ontario’s greenhouse gas emissions.**<sup>6</sup> Municipalities cannot achieve net zero without eliminating the use of methane gas for building heating.<sup>7</sup>

New gas pipelines generally have a 60-year lifetime, extending far beyond 2050, and are only financially viable if they can be paid off over a long period extending far beyond 2050. It is financially and environmentally irresponsible to

be building new pipelines and installing gas equipment in new developments with a massive subsidy worth over \$250 million each year.

These recent letters to municipalities are not the first time Enbridge has tried to deceive people with omissions and deceptive statements. The Commissioner of Competition recently commenced an inquiry **into Enbridge's deceptive marketing under the *Competition Act***.<sup>8</sup> Enbridge has been telling Ontarians that gas is the cheapest way to heat homes, which is not true.<sup>9</sup> Heat pumps are the cheapest systems to use.<sup>10</sup> When armed with the truth, we hope that municipal leaders will **stand up for the OEB's decision, for the sake of lower energy bills** for residents and a cleaner future for all municipalities.

## **Background – The OEB's Sensible Decision**

The OEB's decision ended a subsidy for the cost of extending natural (methane) gas pipelines in and within new developments effective 2025. These costs are covered by other gas users.<sup>11</sup>

The OEB ended the subsidy because it is bad for existing gas customers and bad for new homebuyers. The subsidy is bad for existing gas customers because they pay for the subsidy through higher energy bills. This is a major capital cost, amounting to over \$250 million each year.<sup>12</sup> The subsidy is also bad for new homebuyers because it incentivizes developers to install gas equipment, which is much more expensive to operate than the heat pumps now available.<sup>13</sup> As such, the subsidy causes higher energy bills for both existing gas customers and new homebuyers. The subsidy also encourages fossil fuel use. Eliminating it is a win-win-win – for existing gas customers, for new homebuyers, and for reducing carbon pollution. The only real loser is Enbridge, which would see reduced profits when the subsidy is eliminated.

The OEB also reduced other spending on pipelines by \$250 million a year.<sup>14</sup> Those two changes amount to approximately \$600 in savings per customer over the five-year term of the OEB decision.<sup>15</sup>

## **Fact and fiction**

Enbridge argues that there is no subsidy for gas pipelines in new construction and that the OEB decision will reduce housing affordability, restrict housing supply, eliminate gas from Ontario's energy mix, and put renewable natural gas projects at risk. None of this is true.

1. **The gas pipeline subsidy:** Enbridge says that there is no subsidy for pipelines in new developments.<sup>16</sup> That is false. Most developers pay

nothing for the pipelines to and in their developments.<sup>17</sup> These costs are paid by all ratepayers. There is no surcharge levied on developers nor the new homebuyers to pay off the pipeline costs over time. Instead, the new homebuyers pay the same rates as other gas customers. It encourages fossil fuel expansion because all gas ratepayers cover the upfront cost of extending the gas expansion.<sup>18</sup>

2. **Housing affordability:** Enbridge argues that the OEB decision will undermine housing affordability. The opposite is true. It will encourage developers to install heat pumps, which are cheaper to operate than gas equipment.<sup>19</sup>
3. **Housing supply:** Enbridge argues that the OEB decision will slow down residential construction. This is untrue. Developers can simply forgo gas if they do not want to pay for gas pipelines. This requires changes that some developers do not want to make, but it need not inhibit construction.
4. **Gas for existing customers:** Enbridge argues that the decision will eliminate natural gas from Ontario's energy mix.<sup>20</sup> This is patently false. Instead, the decision protects gas customers from excessive spending that could lead to gas costs spiraling out of control.<sup>21</sup> Enbridge was planning to spend \$7 billion over the next five years (including over \$1 billion for the new construction subsidy) on fossil fuel infrastructure.<sup>22</sup> **This would all need to be recouped from Ontario's gas customers.** This plan was too expensive and risky, particularly as we phase out fossil fuels. **The OEB's decision was consistent with the province's recent report** of the Electrification and Energy Transition Panel, which discussed the need to keep costs down as customers become increasingly likely to leave the gas grid.<sup>23</sup> The OEB is a consumer protection agency and it simply did its job to protect customers.
5. **Low-carbon gases:** Enbridge is providing municipalities with template lobbying letters touting decarbonization through low-carbon gases, like biogas (which is gas captured from sources such as waste water, not extracted from underground). These gases are important for the hardest to decarbonize sectors, but they cannot replace any more than a tiny portion of the fossil-based methane gas we use today to heat our buildings.<sup>24</sup> We continue to need a huge amount of electrification even if we use low-carbon gases to their fullest. Also, the cost of the gas system must be cut dramatically for pipelines to have a viable future serving customers with low-carbon gases.<sup>25</sup>

6. **Biogas:** Enbridge says that the OEB decision puts biogas projects at risk. **That would be contrary to the OEB’s decision, which did not cut funding for biogas.** Those projects are usually self-funded in any event.
7. **Electricity availability:** Enbridge argues that there is not enough electricity to replace gas. That is not true – increasing electricity supply is feasible and cost-effective.<sup>26</sup> But in any event, the OEB did not call for gas to be replaced by electricity. It simply said that costs must be reduced and that the subsidy for *new* pipelines must end. Ontario can certainly serve new housing with electricity if developers choose to install heat pumps instead of gas.

## Omissions

Enbridge’s letter omits key details about the OEB decision. The decision, if allowed to stand, would benefit all Ontarians. Those benefits include the following:

- **Lower energy bills for existing gas customers:** The decision would lower energy bills for existing gas customers by ending the subsidy and cutting capital costs. The savings would be over \$2 billion over the five-year term of the decision (approximately \$600 per customer).<sup>27</sup>
- **Encourage the most cost-effective development decisions:** Developers do not have the right incentives now because they do not pay for gas infrastructure and do not pay the ongoing energy costs to run the expensive gas equipment they install.<sup>28</sup> Eliminating the pipeline subsidy will encourage developers to install equipment that is best for the homebuyers.<sup>29</sup>
- **Many benefits for new homebuyers:** Better incentives for developers will encourage them to install heat pumps and induction stoves, which have many benefits for new homebuyers, including the following:
  - **Lower energy bills:** Heat pumps and induction stoves are much cheaper to operate than gas.<sup>30</sup>
  - **Avoid future retrofit costs:** Installing electric equipment now will avoid retrofit costs that would otherwise be needed in the future for homes to get off fossil fuels for heating and cooking.<sup>31</sup>
  - **Eliminate carbon monoxide poisoning:** Electric equipment fully eliminates the risk of carbon monoxide poisonings and fatalities from gas appliances.
  - **Indoor air quality:** Gas equipment, especially stoves, emit toxic gases into homes, which can contribute to respiratory problems,

especially in children, seniors, and asthma sufferers.<sup>32</sup> One study found that 13% of childhood asthma in the United States is attributable to gas stove use.<sup>33</sup> Electric equipment results in cleaner air and healthier families.

- **Safety and convenience:** Induction stoves heat water faster than gas, are easier to clean, and are much safer for children as the surface does not get hot.<sup>34</sup> Heat pumps are stronger and more efficient than traditional air conditioners, providing better and cheaper cooling in the summer.<sup>35</sup> These are just some of the additional benefits of electric equipment.
- **Lower carbon pollution:** Encouraging less gas helps to avoid the carbon pollution that is already causing more frequent wildfires, drought, and green Christmases.
- **Jobs and growth:** Electric heating is much better for our economy than gas heating. Spending on gas flows out of the province and is lost to our economy. Spending on electricity will fund the growth of made-in-Ontario electricity generation, distribution, and transmission, creating good jobs, economic growth, and government revenue.

## Municipal climate plans and targets

Many jurisdictions, including New York State and Montreal, are prohibiting methane gas connections in new construction.<sup>36</sup> This makes a great deal of sense as a way to lower energy bills now *and* avoid expensive retrofit costs down the road. It also shows that housing development does not require gas. It would be ill-advised to not only allow new gas-heated subdivisions, but to maintain a *subsidy* for new gas connections. That subsidy is completely inconsistent with municipal climate plans and targets.

## Conclusion

The OEB decision would save gas customers over \$2 billion, but also slash Enbridge profits. Not surprising, Enbridge is rolling out a concerted effort against the OEB and its decision. As part of that effort, it is asking municipalities to write to their MPPs to ask the government to overturn the decision. We hope you will do the opposite, and write your MPP, the Minister of Energy, and the Premier in support of the OEB decision. Without this, the OEB decision will likely be reversed by the government, as they have already said they would do.<sup>37</sup> If the Government of Ontario wades in and reverses this OEB decision to support **Enbridge, it would raise your residents' energy bills and make municipal climate targets even harder to reach.**

If you have any questions about this letter, or would like to discuss this matter further, please don't hesitate to contact me at the email address listed below.

Sincerely,

A handwritten signature in black ink, consisting of the letters 'K' and 'B' followed by a long horizontal flourish.

Keith Brooks, Programs Director  
Environmental Defence  
kbrooks@environmentaldefence.ca

## **Attachment 1**

### **Excerpts from OEB Decision re Excessive Capital Spending**

The OEB concludes that Enbridge Gas's proposal is not responsive to the energy transition and increases the risk of stranded or underutilized assets, a risk that must be mitigated.

...

Enbridge Gas identified the energy transition as a source of increased business risk. Despite this, Enbridge Gas has proposed approximately \$14 billion in capital expenditures for the 2023 to 2032 period (an average of \$1.4 billion per year), based on a forecast that shows continued growth in natural gas peak demand, extending the historic trendline, with a very small impact from the energy transition. The actual capital spend for the prior five years (2018 to 2022) was \$5.7 billion (average of \$1.1 billion year).

...

The risk that arises from the energy transition results from gas customers leaving the gas system as they transition to electricity to meet energy needs previously met by natural gas. This departure gives rise to assets that are not fully depreciated but are no longer used and useful. This results in stranded asset costs that Enbridge Gas would seek to recover from the remaining gas customers. This in turn would increase rates for those gas customers, leading more customers to leave the gas system, potentially leading to a continuing financial decline for the utility, often referred to as the utility death spiral.

In the face of the energy transition, Enbridge Gas bears the onus to demonstrate that its proposed capital spending plan, reflected in its Asset Management Plan, is prudent, having accounted appropriately for the risk arising from the energy transition.

The record is clear that Enbridge Gas has failed to do so.

...

**The OEB is not satisfied that Enbridge Gas's proposal will not lead to an overbuilt, underutilized gas system in the face of the energy transition.** [38](#)



## Attachment 2

### Excerpts from Electrification and Energy Transition Panel Report

[E]merging evidence shows that it is unlikely the natural gas system can be fully decarbonized and continue to deliver cost-effective building heat. The development of regulatory frameworks and the evolution of natural gas **infrastructure will need to align with the province’s overarching clean energy economy commitment and protect customers as the role of natural gas changes in the province.** A failure to align these regulatory frameworks with **government’s overarching policy commitments could result in significant cost hazards for customers or threats to overarching government policy commitments and an effective, orderly and well-aligned transition to a clean energy economy.**

...

The speed at which customers would change their heating source is uncertain and dependent on a large number of individual factors, such as equipment age and personal preferences and values, as well as system-level and policy factors, such as cost development, availability of equipment and qualified technicians, and supportive policies and incentives. Nonetheless, this could lead to many customers disconnecting from the natural gas system absent any personal motivation to lower their carbon footprint. As a result, there is a real risk of stranding assets in home heating and the gas distribution grid over the medium to long-term, with significant risk to customers, investors and public finances. As more customers exit the natural gas grid to adopt electric heating, those customers who are least able to afford to electrify could be forced to pay higher and higher proportions of the network cost to keep the system running safely.

...

In either case, it is in the interest of the province, for the purpose of customer protection, to ensure that the regulatory mechanisms for the governance of the natural gas grid are aligned with a range of plausible outcomes, notably those that pose the greatest risks to customers.<sup>39</sup>

Notes:

<sup>1</sup> The OEB decision would reduce capital costs to be recouped from gas customers (through **what is known as “rate base”**) by over **\$2.25 billion over the five-year** term of the decision due to the elimination of the gas pipeline subsidy starting in 2025 (see the [OEB Decision](#), p. 48, and the all-in costs at p. 305 of [this evidence](#)) and the \$250 million per year capital spending reduction (see the [OEB Decision](#), p. 57). The actual savings would be even higher because customers pay interest and a return (i.e. profits) on capital spending to Enbridge over time. Even more would be saved by avoiding the cost in the future to disconnect meters and cut off services for customers that switch away from gas. There are approximately \$3.8 million Enbridge customers.

<sup>2</sup> OEB Decision and Order in EB-2022-0200, December 21, 2023, p. 41 ([link](#)).

<sup>3</sup> See pages 2-3 above.

<sup>4</sup> See page 3 above, [attachment 1](#), and [attachment 2](#).

<sup>5</sup> Enbridge Evidence in Ontario Energy Board File #EB-2022-0200, Exhibit 1, Tab 10, Schedule 3, Page 2 ([link](#)). upstream leaks add at least an additional 40% to the harmful climate impact (likely more if the latest science and measurements are used).

<sup>6</sup> Dr. Heather McDiarmid, **An Analysis of the Financial and Climate Benefits of Electrifying Ontario’s Gas-Heated Homes by Installing Air-Source Heat Pumps**, August 2, 2022, p. 8 ([link](#)).

<sup>7</sup> See [attachment 2](#) below and the submissions of Environmental Defence, p. 6-8 ([link](#)).

<sup>8</sup> National Observer, **Competition Bureau launches investigation into Enbridge over deceptive marketing**, January 11, 2024 ([link](#)).

<sup>9</sup> Application to the Competition Bureau dated June 19, 2023 ([link](#)).

<sup>10</sup> **The OEB’s decision and many studies confirm that heat pumps achieve lower costs versus gas equipment** - see: Evidence of the Energy Futures Group in OEB File # EB-2022-0200, p. 23 ([link](#)); Dr. Heather McDiarmid, **An Analysis of the Financial and Climate Benefits of Electrifying Ontario’s Gas-Heated Homes by Installing Air-Source Heat Pumps**, August 2, 2022, p. 11 ([link](#)); Corporate Knights, **GREEN house effect: Calculate the savings from electrifying your home**, June 20, 2023 ([link](#)); Ontario Ministry of Energy, **Discussion Paper**, August 2023, pp. 10-11 ([link](#)); OEB Decision and Order in EB-2022-0200, December 21, 2023, p. 41 ([link](#)).

<sup>11</sup> The subsidy was previously worth approximately \$4,500 per home on average. See OEB Decision and Order in EB-2022-0200, December 21, 2023, p. 34 ([link](#)).

<sup>12</sup> The cost is over \$300 million annually including all cost categories, such as capitalized overhead per Exhibit J13.7 ([link](#), PDF p. 305); OEB Decision and Order in EB-2022-0200, December 21, 2023, p. 48 ([link](#));

<sup>13</sup> **The OEB’s decision and many studies confirm that heat pumps achieve lower costs versus gas equipment** - see: Evidence of the Energy Futures Group in OEB File # EB-2022-0200, p. 23 ([link](#)); Dr. Heather McDiarmid, **An Analysis of the Financial and Climate Benefits of Electrifying Ontario’s Gas-Heated Homes by Installing Air-Source Heat Pumps**, August 2, 2022, p. 11 ([link](#)); Corporate Knights, **GREEN house effect: Calculate the savings from electrifying your home**, June 20, 2023 ([link](#)); Ontario Ministry of Energy, **Discussion Paper**, August 2023, pp. 10-11 ([link](#)); OEB Decision and Order in EB-2022-0200, December 21, 2023, p. 41 ([link](#)) and see also p. 34 regarding the perverse incentives for developers.

<sup>14</sup> OEB Decision and Order in EB-2022-0200, December 21, 2023, p. 57 ([link](#)).

<sup>15</sup> See note 1 above.

<sup>16</sup> Letter from Enbridge Gas, February 7, 2024 ([link](#)).

<sup>17</sup> OEB Decision and Order in EB-2022-0200, December 21, 2023, p. 34 ([link](#)) (“As a result of using the 40-year revenue horizon, virtually all developments end up including gas servicing, since the developer bears little or no cost to include gas servicing, has no responsibility for the energy bills to be paid by subsequent property owners, no exposure to the future stranded asset cost risk resulting from the energy transition, and therefore, no incentive to consider any of those impacts or alternatives that would avoid or reduce those impacts.”).

<sup>18</sup> OEB Decision and Order in EB-2022-0200, December 21, 2023, pp. 34 & 41 ([link](#)).

<sup>19</sup> OEB Decision and Order in EB-2022-0200, December 21, 2023, p. 41 ([link](#)).

<sup>20</sup> Letter from Michele Harradence, President of Enbridge Gas Inc., January 24, 2024 ([link](#)).

<sup>21</sup> OEB Decision and Order in EB-2022-0200, December 21, 2023, p. 19 ([link](#)) (“The OEB **concludes that Enbridge Gas’s proposal is not responsive to the energy transition and** increases the risk of stranded or underutilized assets, a risk that must be mitigated. ... The risk that arises from the energy transition results from gas customers leaving the gas system as they transition to electricity to meet energy needs previously met by natural gas. This departure gives rise to assets that are not fully depreciated but are no longer used and useful. This results in stranded asset costs that Enbridge Gas would seek to recover from the remaining gas customers. This in turn would increase rates for those gas customers, leading more customers to leave the gas system, potentially leading to a continuing financial decline for the utility, often referred to as the utility death spiral.

In the face of the energy transition, Enbridge Gas bears the onus to demonstrate that its proposed capital spending plan, reflected in its Asset Management Plan, is prudent, having accounted appropriately for the risk arising from the energy transition.

**The record is clear that Enbridge Gas has failed to do so.”)**

<sup>22</sup> Enbridge Evidence ([link](#), PDF p. 254); Enbridge Evidence, ([link](#), PDF p. 305).

<sup>23</sup> See excerpts in Appendix 1.

<sup>24</sup> Submissions of Environmental Defence, pp. 6-8 ([link](#)).

<sup>25</sup> Approximately 87% of the revenue needed to pay for gas pipelines in Ontario comes from **the “general service” customers that use methane gas to heat their buildings (see Hearing Transcript Vol. 3, p. 12, Ins. 15-25, [link](#))**. If much of that revenue is lost as buildings electrify, the remaining hard-to-decarbonize sectors (e.g. industrial facilities) will need to pick up the slack, leading to skyrocketing gas rates. Costs of gas infrastructure must be contained to maintain affordability for those sectors to may want to use pipelines to transport the small amount of low-carbon gases that will be available.

<sup>26</sup> Submissions of Environmental Defence, pp. 20-21 ([link](#)).

<sup>27</sup> OEB Decision and Order in EB-2022-0200, December 21, 2023, p. 48 ([link](#)); The cost is over \$300 million annually including all cost categories, such as capitalized overhead - see Exhibit J13.7 ([link](#), PDF p. 305).

<sup>28</sup> OEB Decision and Order in EB-2022-0200, December 21, 2023, p. 34 ([link](#)).

<sup>29</sup> OEB Decision and Order in EB-2022-0200, December 21, 2023, p. 41 ([link](#)) (“**When a developer is faced with the full cost of including gas service in a development, that developer will be fully incented to choose the most cost effective, energy efficient choice in a manner that not only achieves efficiency in the cost of housing in a competitive market**

and lowers the operating cost of that housing, but also maximizes the contribution to achieving government decarbonization policy goals.”).

<sup>30</sup> The OEB’s decision and many studies confirm this. See Evidence of the Energy Futures Group in OEB File # EB-2022-0200, p. 23 ([link](#)); Dr. Heather McDiarmid, An Analysis of the Financial and Climate Benefits of Electrifying Ontario’s Gas-Heated Homes by Installing Air-Source Heat Pumps, August 2, 2022, p. 11 ([link](#)); Corporate Knights, GREEN house effect: Calculate the savings from electrifying your home, June 20, 2023 ([link](#)); Ontario Ministry of Energy, Discussion Paper, August 2023, pp. 10-11 ([link](#)); OEB Decision and Order in EB-2022-0200, December 21, 2023, p. 41 ([link](#)).

<sup>31</sup> OEB Decision and Order in EB-2022-0200, December 21, 2023, p. 38 ([link](#)).

<sup>32</sup> CBC, *After seeing how gas stoves pollute homes, these researchers are ditching theirs*, April 7, 2022 ([link](#)); CBC,

<sup>33</sup> Taylor Gruenwald et al, Population Attributable Fraction of Gas Stoves and Childhood Asthma in the United States, *Int. J. Environ. Res. Public Health* 2023, 20(1), 75 ([link](#)).

<sup>34</sup> CBC, *Professional chefs tout the culinary — and environmental — advantages of induction stoves*, April 7, 2022 ([link](#)).

<sup>35</sup> Evidence of the Energy Futures Group in OEB File # EB-2022-0200, p. 22 and footnote 48 ([link](#)).

<sup>36</sup> Over 20 jurisdictions in the United States have prohibited gas connections in new construction. See EB-2022-0200, Exhibit J8.3, Attachment 1 ([link](#), PDF p. 66)


<sup>37</sup> Ontario Government Press Release, December 22, 2023 ([link](#)).

<sup>38</sup> OEB Decision and Order in EB-2022-0200, December 21, 2023, pp. 19-22 ([link](#)).

<sup>39</sup> Electrification and Energy Transition Panel, *Ontario’s Clean Energy Opportunity* ([link](#)), emphasis added.



# County of Dufferin



**Audit planning communication to the Members of Council  
for the year ended December 31, 2023**

BDO Canada LLP, a Canadian limited liability partnership, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms.





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BDO Canada LLP  
163 First Street  
Orangeville, ON L9W 3J8 Canada

## To the Members of Council of the County of Dufferin

We are pleased to provide you with this planning communication to highlight and explain key issues which we believe to be relevant to the audit of the County of Dufferin (the “Municipality”) consolidated financial statements for the year ended December 31, 2023.

The enclosed planning communication includes our approach to your audit, the significant risks we have identified and the terms of our engagement. At the year-end meeting, we will provide you with a copy of our draft audit opinion and discuss the nature, extent, and results of our audit work. We will also communicate any significant internal control deficiencies identified during our audit and reconfirm our independence.

Our audit and therefore this communication will not necessarily identify all matters that may be of interest to the Members of Council in fulfilling its responsibilities. This communication has been prepared solely for the use of the Members of Council and should not be distributed without our prior consent. Consequently, we accept no responsibility to a third party that uses this communication.

We look forward to completing our draft audit report opinion and discussing our conclusions with you. In the meantime, please feel free to contact us if you have any questions or concerns.

Yours truly,

*BDO Canada LLP*

Chartered Professional Accountants, Licensed Public Accountants  
February 22, 2024

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## YOUR DEDICATED BDO AUDIT TEAM

In order to ensure effective communication between the Members of Council and BDO Canada LLP, the contact details of the engagement team are outlined below. We attempt to provide continuity of service to our clients to the greatest extent possible. When changes are required for key members of the engagement team, we will discuss this matter with Management and determine the appropriate new individual(s) to be assigned to the engagement based on particular experience, expertise, and engagement needs

NAME	ROLE	PHONE NUMBER	EMAIL
Traci Smith	Engagement Partner	519-376-1708	tsmith@bdo.ca
Angela Nichol	Senior Manager	226-850-1330	anichol@bdo.ca
Melanie Bean	Audit Senior	226-850-1325	mbean@bdo.ca

## INDEPENDENCE

We have identified relationships between the County of Dufferin and our firm that may reasonably be thought to have influenced our independence. These are further discussed in Appendix B.



## AUDIT TIMELINE

The following schedule outlines the anticipated timing of the audit of the consolidated financial statements of the County of Dufferin.

As part of the year end meeting, we will provide a copy of our draft audit opinion, discuss our findings, including significant estimates utilized by management, accounting policies, financial statement disclosure, and significant transactions completed during the year. We will also communicate any significant internal control deficiencies (if any) identified during our audit and reconfirm our independence.

ACTION	TIMING
Audit planning and interim fieldwork	December 2023
Audit fieldwork commences	March 4, 2024
Meeting with management and BDO	April 2024
Present final report to the Members of Council	May 11, 2024
Release of audit report	May 12, 2024

## **AUDITOR'S RESPONSIBILITIES: FINANCIAL STATEMENTS**

We are responsible for forming and expressing an opinion on the consolidated financial statements that have been prepared by management, with oversight by those charged with governance. The audit of the consolidated financial statements does not relieve management or those charged with governance of their responsibilities. The scope of our work, as confirmed in our engagement letter attached as Appendix A to this letter, is set out below:

### **Year-End Audit Work**

- ▶ Work with management towards the timely issuance of the consolidated financial statement and required returns (if any).
- ▶ Provide timely and constructive management letters. This will include deficiencies in internal control (if any) identified during our audit.
- ▶ Present significant findings to the Members of Council including key audit and accounting issues, any significant deficiencies in internal control and any other significant matters arising from our work.

We are required to obtain an understanding of the system of internal control in place in order to consider the adequacy of these controls as a basis for the preparation of the consolidated financial statements, to determine whether adequate accounting records have been maintained and to assess the adequacy of these controls and records as a basis upon which to design and undertake our audit testing.

We are required to communicate to you in writing about any significant deficiencies in internal control (if any) that we have identified during the audit.

## AUDITOR'S RESPONSIBILITIES: FRAUD

We are responsible for planning and performing the audit to obtain reasonable assurance that the consolidated financial statements are free of material misstatements, whether caused by error or fraud, by:

- ▶ Identifying and assessing the risks of material misstatement due to fraud;
- ▶ Obtaining sufficient and appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and
- ▶ Responding appropriately to fraud or suspected fraud identified during the audit.

The likelihood of not detecting a material misstatement resulting from fraud is higher than the likelihood of not detecting a material misstatement resulting from error because fraud may involve collusion as well as sophisticated and carefully organized schemes designed to conceal it.

Throughout our planning process, we performed risk assessment procedures and related activities to obtain an understanding of the entity and its environment, including the Municipality's internal control, to obtain information for use in identifying the risks of material misstatement due to fraud and made inquiries of management regarding:

- ▶ Management's assessment of the risk that the consolidated financial statements may be materially misstated due to fraud, including the nature, extent and frequency of such assessments;
- ▶ Management's process for identifying and responding to the risks of fraud in the organization, including any specific risks of fraud that management has identified or that have been brought to its attention, or classes of transactions, account balances, or disclosures for which a risk of fraud is likely to exist;
- ▶ Management's communication, if any, to those charged with governance regarding its processes for identifying and responding to the risks of fraud in the organization; and
- ▶ Management's communication, if any, to employees regarding its view on business practices and ethical behavior.

We are not currently aware of any fraud affecting the organization. If you are aware of any instances of actual, suspected, or alleged fraud, please let us know.

## SIGNIFICANT RISK AND PLANNED RESPONSES

We have identified the following significant risks that require special audit consideration. These risks were identified based on our knowledge of the Municipality, our past experience, and input from management and the Members of Council. Please review these significant risks and let us know your thoughts on these or any other areas of concern.

FINANCIAL STATEMENT AREAS	RISKS NOTED	AUDIT APPROACH
<b>Government Transfers</b>	Significant risk that government transfers may not be recorded properly because of the complexity of the standard. Significant judgment required to assess the eligibility criteria/stipulations and the recognition or deferral of grant revenue can affect the annual surplus.	<ul style="list-style-type: none"> <li>• Review of agreements and discussions with management.</li> <li>• Confirmation of cash received and reconciliation of cash flows and eligible expenditures.</li> </ul>
<b>Control Environment</b>	Management may at any time have the opportunity to override internal controls.	<ul style="list-style-type: none"> <li>• Test appropriateness of journal entries.</li> <li>• Review accounting estimates for biases and evaluate the risk of material misstatement due to fraud.</li> <li>• For significant transactions that are outside the normal course of business, evaluate the business rationale behind the transaction.</li> </ul>
<b>Asset retirement Obligation</b>	Significant risk that Asset Retirement Obligation disclosures are not complete or are not valued appropriately.	<ul style="list-style-type: none"> <li>• Review of supporting documentation and discussions with management.</li> <li>• Review accounting estimates for biases and reasonability.</li> </ul>
<b>Contingencies</b>	Significant risk of contingencies not being identified or recognized.	<ul style="list-style-type: none"> <li>• Review minutes of council meetings.</li> <li>• Review of legal expense accounts and invoices for legal fees.</li> <li>• Confirmation of status and management's assessment of legal liabilities directly with external legal counsel.</li> </ul>

FINANCIAL STATEMENT AREAS	RISKS NOTED	AUDIT APPROACH
<b>Payroll</b>	Significant risk that pay rates changes could be unauthorized.	<ul style="list-style-type: none"> <li>• Test salaries of those employees who are authorized to change pay rates.</li> </ul>

The process of risk assessment continues throughout the audit engagement and therefore if there are any additional significant risks added to the file, we will notify management and those charged with governance.

## MATERIALITY

We determined preliminary materiality to be \$2,400,000, based on 3% of total average revenues. Performance materiality of \$1,800,000 is set at 75% of the materiality. We use performance materiality to focus our audit; identify amounts to be examined using statistical sampling and determining key items for analytical procedures. A threshold of 10%-20% of performance materiality is then used for substantive and analytical procedures.

Misstatements are considered to be material if they could reasonably be expected to influence the decisions of users based on the financial statements.

Our materiality calculation is based on the Municipality's preliminary results. If actual results change significantly, we will communicate those changes to the Members of Council as part of our year-end communication.

We will communicate all corrected and uncorrected misstatements identified during our audit to the Members of Council, other than those which we determine to be "clearly trivial."

We encourage management to correct any misstatements identified throughout the audit process.

# HOW WE AUDIT FINANCIAL STATEMENTS: OUR SIX STEP AUDIT PROCESS

## IDENTIFY AND ASSESS RISK

Focus on those areas of financial statements that contain potential material misstatements as a consequence of the risks you face



2

## OBTAIN AUDIT EVIDENCE

Perform audit procedures while maintaining appropriate degree of professional skepticism, to conclude whether or not the financial statements are presented fairly



4

## REPORT

Communicate our opinion and details of matters on which we are required to report



6

1



## SCOPING

Complete a preliminary review to plan the audit, determine the materiality level, and define the audit scope

3



## DESIGN AUDIT PROCESS

Design an appropriate audit strategy to obtain sufficient assurance and enable us to report on the financial statements

5



## FORM OPINION

Evaluate whether we have enough evidence to conclude that the financial statements are free from material misstatement, and consider the effect of any potential misstatements found

## OUR SYSTEM OF QUALITY MANAGEMENT

The firm's system of quality management complies with the requirements set out in Canadian Standard on Quality Management 1 - Quality Management for Firms that Perform Audits or Reviews of Financial Statements, or Other Assurance or Related Services Engagements (CSQM-1) as issued by the Auditing and Assurance Standards Board (AASB).

In addition to the requirements set out in CSQM 1, we have identified additional quality objectives and potential quality risks and have designed further policies and procedures to respond to these.

Taken together our system of quality management supports consistent performance of audit engagements by focusing on eight components that operate in an iterative and integrated manner. These include:



## SIGNIFICANT NEW ACCOUNTING STANDARDS FOR 2023

### Public Section Accounting Standards Update 2023

Important 2023 updates affecting year-ends now and future updates for 2024 and 2027 as well as Exposure Drafts in the discussion phase.

[Accounting standards update 2023 | BDO Canada](#)



### New Section PS 3280, Asset Retirement Obligations

A practical guide for how to account for and report a liability for asset retirement obligations (ARO's).

[Asset Retirement Obligations \(ARO\): A Practical Approach to Section PS 3280 | BDO Canada](#)



### New Section PS 3450, Financial Instruments

This standard establishes how to account for and report all types of financial instruments including financial assets, liabilities and equity instruments.

[A Guide to Accounting for Financial Instruments in the Public Sector | BDO Canada](#)



### New Section PS 1201, Financial Statement Presentation

Guidance on the new structure and layout of financial statements prepared under PSAS including general reporting principles.

[Section PS 1201 - Financial Statement Presentation | BDO Canada](#)





## BDO RESOURCES FOR PUBLIC SECTOR ENTITIES

### Sector insights to shape your Municipality:

At BDO, we help governments create efficient ways of working to achieve better outcomes for their citizens and public servants. From technology-based solutions to program development, advisory and audit, our team can guide you through critical strategic decisions to ensure you deliver on your vision, goals, and accountability expectations.

[Accounting & Advisory - Public Sector | BDO Canada](#)



### Trending Topics

As a community of advisors with the best interests of our clients in mind, we keep our ear to the ground to bring insights and perspectives related to key business trends to you.

[Insight on current business issues and trends | BDO Canada](#)



## APPENDIX A: ENGAGEMENT LETTER



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BDO Canada LLP  
163 First Street  
Bldg 1  
Orangeville, Ontario  
L9W 3J8

November 7, 2023

The Corporation of the County of Dufferin  
The Corporation of County of Dufferin Trust Funds  
30 Centre Street  
Orangeville, Ontario  
L9W 2X1

Dear Aimee Raves,

We understand that you wish to engage us as the auditors of The Corporation of the County of Dufferin and The Corporation of County of Dufferin Trust Funds for its fiscal year ended December 31, 2023 and subsequent years.

We are pleased to perform the engagement subject to the terms and conditions of this Agreement, to which the attached Standard Terms and Conditions form an integral part. The definitions set out in the Standard Terms and Conditions are applicable throughout this Agreement. This Agreement will remain in place and fully effective for future years until varied or replaced by another relevant written agreement.

Traci Smith, CPA, CGA, LPA, BA will be the Engagement Partner for the audit work we perform for you. The Engagement Partner will call upon other individuals with specialized knowledge to assist in the performance of services.

## **Our Role as Auditors**

We will conduct our audit(s) in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements ("financial statements") prepared in accordance with Canadian Public Sector Accounting Standards are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. Our audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by you, as well as evaluating the overall financial statement presentation.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements, whether by fraud or error, may not be detected, even though the audit is properly planned and performed in accordance with Canadian generally accepted auditing standards.

In making our risk assessments, we consider internal control relevant to your preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of your internal controls. However, we will communicate to you concerning any significant deficiencies in internal controls relevant to the audit of the financial statements that we have identified during the audit.



We will also communicate matters required by professional standards, to the extent that such matters come to our attention, to you, those charged with governance and/or the board of directors.

Since this is a group audit where we may be relying on component auditors or they may be relying on us as component auditors, please note the following:

- (a) there will be unrestricted communication between the group engagement team and the component auditors to the extent allowable under law or regulation;
- (b) important communications with the component auditors, those charged with governance of the group and the component and management of the component, including communication of significant deficiencies in internal controls, shall be communicated to the group engagement team;
- (c) important communications with regulatory authorities and components related to financial reporting matters, shall be communicated to the group engagement team;
- (d) to the extent it is determined to be necessary, the group engagement team will be permitted access to the component information, those charged with governance of the component, and the component auditors (including relevant audit documentation); and
- (e) the group engagement team will be permitted to perform work or request a component auditor to perform work on the financial information of the component.

## **Reporting**

Our audit will be conducted on the basis that the financial statements have been prepared in accordance with Canadian Public Sector Accounting Standards.

Our independent auditor's report will be substantially in the form set out in Canadian Auditing Standard (CAS) 700. The form and content of our report may need to be amended in the light of our audit findings. If we are unable to issue or decline to issue an audit report, we will discuss the reasons with you and seek to resolve any differences of view that may exist.

## **Role of Management and Those Charged with Governance**

You acknowledge and understand that you have responsibility for:

- (a) the preparation and fair presentation of the financial statements in accordance with Canadian Public Sector Accounting Standards. The audit of the financial statements does not relieve you of your responsibilities;
- (b) such internal controls as you determine are necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error; and
- (c) providing us with:
  - access, in a timely manner, to all information of which you are aware that is relevant to the preparation of the financial statements such as records, documentation and other matters;
  - additional information that we may request for the purpose of the audit;



- unrestricted access to persons within the entity from whom we determine it is necessary to obtain audit evidence;
- financial and non-financial information (other information) that will be included in document(s) containing financial statements and our audit report thereon prior to the date of our auditor's report. If it is not possible to provide all the other information prior to the date of our auditor's report, you are responsible for provision of such other information as soon as practicable; and
- written confirmation concerning representations made to us in connection with the audit. If appropriate and adequate written representations are not provided to us, professional standards require that we disclaim an audit opinion.

### **Communication with the Securities Regulators**

If the financial statements, supporting schedules and our audit thereon are included in a document required by securities legislation, they may be subject to review and comment by the staff of a securities regulator and to their interpretation of the applicable rules and regulations. This may involve discussions and communications with them, and/or the submission of supplemental data in connection with their review. You agree to inform us of any discussion, communication or submission, which may have bearing on the financial statements, schedules and other financial data in the filings and furnish us with copies of related written communications. If we are involved in such communications with the staff of a securities regulator, we will inform you and provide you with copies of the relevant communications.

### **Financial Statement Services**

We will obtain your approval, if during the course of our engagement we:

- (a) prepare or change a journal entry; or
- (b) prepare or change an account code or a classification for a transaction.

As agreed, we will provide assistance in the preparation of the financial statements.

These services create a threat to our independence. We, therefore, require that the following safeguards be put into place:

- (a) that you create the source data for all accounting entries;
- (b) that you develop any underlying assumptions for the accounting treatment and measurement entries; and
- (c) that you review and approve the draft financial statements, including the notes to the financial statements.

### **Tax Services**

Our audit is conducted primarily to enable us to express an opinion on the financial statements. The audit process is not designed to provide us with a full understanding of your tax situation and in particular, to allow us to determine whether the entity has specific tax compliance issues. We understand that you are not looking to BDO to provide you with any guidance or advice in regard to tax planning or compliance.



## **Additional Services**

We are available to provide a wide range of services beyond those outlined in this Agreement. To the extent that any additional services that we provide to you that are not provided under a separate written engagement agreement, the provisions of this Agreement will apply to the services.

## **Fee Estimation**

The estimated fee for this engagement is as follows:

- Audit services: \$42,500
- Implementation of PS 3280 Asset Retirement Obligations: To be determined

For each future year we will issue a Summary of Services providing details of our Services and fees.

Our estimated fee is based on an assumed level of quality of your accounting records, the agreed upon level of preparation and assistance from your personnel and adherence to the agreed-upon timetable. Our estimated fee also assumes that your financial statements are in accordance with Canadian Public Sector Accounting Standards and that there are no significant new or changed accounting policies or issues or internal control or other reporting issues. We will inform you on a timely basis if these factors are not in place. Should our assumptions with respect to the quality of your accounting records be incorrect or should the conditions of the records, degree of cooperation, results of audit procedures, or other matters beyond our reasonable control require additional commitments by us beyond those upon which our estimated fees are based, we may adjust our fees and planned completion dates.

Our professional fees will be based on our billing rates which depend on the means by which and by whom our Services are provided. Our billing rates may be subject to change from time to time at our discretion with or without notice to you.

We will also bill you for our out-of-pocket expenses, our administrative and technology charge, and applicable Goods and Services Sales Tax, Harmonized Sales Tax, Quebec Sales Tax and Provincial Sales Tax. Our administrative and technology charge is calculated as 7% of our professional fee and represents an allocation of estimated costs associated with our technology infrastructure and support staff time costs.

Our fees will be invoiced and payable as follows:

- On a monthly basis as the work is performed up to 95% of the audit fee prior to issuance of the audit report; and
- The remainder within 10 days after issuance of our final invoice along with any additional required fees.

Our accounts are due when rendered and invoiced amounts are deemed to be earned when paid. BDO may suspend the performance of Services in the event that you fail to pay an invoice when it is due. Fees that are not paid within 30 days of an invoice or by a specified payment deadline will be considered delinquent. Interest may be charged at the rate of 12% per annum on all accounts outstanding for more than 30 days.



### Standard Terms and Conditions

A copy of our Standard Terms and Conditions is attached as Appendix 1. You should ensure that you read and understand them. The Standard Terms and Conditions include clauses that limit our professional liability.

Please sign and return the attached copy of this Agreement to indicate your agreement with it. If you have any questions concerning this Agreement, please contact us before signing it.

It is a pleasure for us to be of service and we look forward to many future years of association with you.

Yours truly,

*BDO Canada LLP*

Chartered Professional Accountants, Licensed Public Accountants

Agreement of all the terms and conditions in this Agreement is hereby acknowledged by:

Signature

*Nov 17, 2023*

Date

*Amer Rawes*

Name (please print)

*Manager of Corporate Finance, Treasurer*

Position

Please carefully review this Agreement, which includes the attached Standard Terms and Conditions, prior to signing it. A complete copy of the signed engagement letter should be returned to us.



## ***Appendix 1 - Standard Terms and Conditions***

### **1 Overview and Interpretation**

1.1 This Agreement sets forth the entire agreement between the parties in relation to Services and it supersedes all prior agreements, negotiations or understandings, whether oral or written, with respect to Services, including without limitation any non-disclosure agreements entered into in advance of this Agreement. This Agreement applies to Services whenever performed (including before the date of this Agreement). To the extent that any of the provisions of the accompanying letter conflict with these Standard Terms and Conditions, these Standard Terms and Conditions shall prevail. This Agreement may not be changed, modified or waived in whole or part except by an instrument in writing signed by both parties.

1.2 In this Agreement, the following words and expressions have the meanings set out below:

**This Agreement** - these Standard Terms and Conditions, the letter to which they are attached, supporting schedules or other appendices to the letter, and any Summary of Services letters issued in future years

**Services** - the services provided or to be provided under this Agreement, and any other services which we agree to provide to you subsequent to the date of this Agreement that are not covered by a separate engagement letter

**We, us, our, BDO** - refer to BDO Canada LLP, a Canadian limited liability partnership organized under the laws of the Province of Ontario

**You, your** - the party or parties contracting with BDO under this Agreement. You and your does not include BDO, its affiliates or BDO Member Firms

**BDO Member Firm or Firms** - any firm or firms that form part of the international network of independent firms that are members of BDO International Limited

**Confidential Information** - all non-public proprietary or confidential information and Personal Information, including Client Documents

**Personal Information** - personal information that is or could be attributed to identifiable individuals

**Client Documents** - information (including internal financial information and internal records and reports) provided to us by you or on your behalf in connection with the performance of the Services

### **2 BDO Network and Sole Recourse**

2.1 BDO is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international network of independent member firms (i.e. BDO Member Firms), each of which is a separate legal entity.

2.2 We may use other BDO Member Firms or subcontractors to provide Services; however, we remain solely responsible for Services. You agree not to bring any claim or action against another BDO Member Firm (or their partners, members, directors, employees or subcontractors) or our subcontractors in respect of any liability relating to the provision of Services.





- 2.3 You agree that any of our affiliates, subcontractors, and other BDO Member Firms and any subcontractors thereof whom we directly or indirectly involve in providing Services have the right to rely on and enforce Section 2.2 above, as well as all liability protections contained herein, as if they were a party to this Agreement. For greater certainty, you agree that other BDO Member Firms that are subcontractors may enforce any limitations or exclusions of liability available to us under this Agreement.

### **3 Respective Responsibilities**

- 3.1 We will use reasonable efforts to complete, within any agreed-upon time frame, the performance of Services.
- 3.2 You shall be responsible for your personnel's compliance with your obligations under this Agreement. We will not be responsible for any delays or other consequences arising from you not fulfilling your obligations.

### **4 Working Papers and Deliverables**

- 4.1 **Ownership** - All reports (including assurance reports where applicable), written advice, working papers, and internal materials created or developed by us pursuant to this Agreement are owned by us, and we retain all property rights therein. All Client Documents continue to be your property, provided that we retain copies of such documents as necessary for our internal record keeping (including as required to comply with our professional obligations).
- 4.2 **Oral advice and draft deliverables** - You should not rely upon any draft deliverables or oral advice provided by us. Should you wish to rely upon something we have said to you, please let us know and, if possible, we will provide the information that you require in writing.
- 4.3 **Translated documents** - If you engage us to translate any documents, advice, opinions, reports or other work product of BDO from one language to another, you are responsible for the accuracy of the translation work.
- 4.4 **Reliance by Third Parties** - Our Services will not be planned or conducted in contemplation of or for the purpose of reliance by any party other than you, and are intended for the benefit of only you. Items of possible interest to a third party will not be addressed and matters may exist that would be assessed differently by a third party, possibly in connection with a specific transaction. The receipt by any third parties of any advice, opinions, reports or other work product is not intended to create any duty of care, professional relationship or any present or future liability between such third parties and us. For greater certainty, we expressly disclaim any liability of any nature or kind resulting from the disclosure to or unauthorized reliance by any third party on our advice, opinions, reports or other work product.
- 4.5 **Consent to use the Report** - Nothing in this Agreement shall be construed as consent to the use of our report in connection with a continuous disclosure document, a public or private offering document, an annual report or any other document and we expressly do not provide such consent. If you request consent for the use of our report, we will consider, at the relevant time, providing consent and any conditions that we may attach to such consent. Our consent must be in writing.
- 4.6 **Consent requests** - In order to provide consent, professional standards require that we read the other information in the related document and consider whether such information



is materially inconsistent with the related financial statements. Any consent request must be made on a sufficiently timely basis to allow us to consider your identification and resolution of events occurring in the period since the date of our report, and to obtain updated written representation letters. Such procedures will be performed at your cost and will be documented in a separate engagement letter.

## **5 Confidentiality**

- 5.1 We will use Confidential Information provided by you only in relation to the Services or for internal and administrative purposes. You agree, however, that we may use such Confidential Information for predictive analytics to provide you with key performance indicators and other analysis and insights. We will not disclose any Confidential Information, except where required by law, regulation or professional obligation. You agree, however, that we may disclose Confidential Information to other BDO Member Firms or other subcontractors assisting us in providing Services, provided that such parties are bound by reasonable confidentiality obligations no less stringent than in this Agreement.

## **6 Analytics**

- 6.1 You agree that we may use anonymized and aggregated usage metrics, metadata or other tag identifiers, and Confidential Information that will not include any personally identifiable information, related to your use of BDO products and/or services to develop, modify and improve tools, services and offerings and for data analytics and other insight generation. Information developed in connection with these purposes may be used or disclosed to current or prospective clients as part of service offerings, however we will not use or disclose your name or any Confidential Information in a way that would permit you to be identified.

## **7 Privacy and Consent for Use of Personal Information**

- 7.1 In order to provide our Services, we may be required to access and collect Personal Information of individuals that is in your custody. You agree that we may collect, use, store, transfer, disclose and otherwise process Personal Information as required for the purpose of providing the Services. Personal Information may be processed in various jurisdictions in which we or applicable BDO Member Firms and subcontractors providing Services operate and as such Personal Information may be subject to the laws of such jurisdictions. Personal Information will at all times be collected, used, stored, transferred, disclosed or processed in accordance with applicable laws and professional regulations and we will require any service providers and BDO Members that process Personal Information on our behalf to adhere to such requirements. Any collection, use, storage, transfer or disclosure of Personal Information is subject to BDO's Privacy Statement available at <https://www.bdo.ca/en-ca/legal-privacy/legal/privacy-policy/>.
- 7.2 You represent and warrant that:
- (a) you have the authority to provide the Personal Information to us in connection with the performance of our Services, and
  - (b) the Personal Information provided to us has been provided in accordance with applicable law, and you have obtained all required consents of the individuals to whom such Personal Information relates in order to permit BDO to collect, use and disclose the Personal Information in the course of providing the Services.



## **8 Independence**

- 8.1 Professional and certain regulatory standards require us to be independent, in both fact and appearance, with respect to our clients in the performance of our Services. We will communicate to you any relationships between BDO (including its related entities) and you that, in our professional judgment, may reasonably be thought to bear on our independence.

## **9 Offers of Employment**

- 9.1 Any discussions that you, or any party acting on your behalf, have with professional personnel of our Firm regarding employment could pose a threat to our independence. Your recruitment of an engagement team member from the current or prior year's engagement may compromise our independence and our ability to render agreed Services to you. Engagement team members may include current and former partners and staff of BDO, other BDO Member Firms and other firms who work under our direction. Therefore, you agree to inform us prior to any such discussions so that you and we can implement appropriate safeguards to maintain our independence.

## **10 Professional and Regulatory Oversight and Legal Processes**

- 10.1 As required by legal, regulatory, or professional authorities (both in Canada and abroad) and by BDO policy, our client files must periodically be reviewed by practice inspectors to ensure that we are adhering to professional and BDO standards. It is understood that by entering into this Agreement, you provide your consent to us providing our files relating to your engagement to the practice inspectors for the sole purpose of their inspection.
- 10.2 Certain law enforcement, regulatory and other governmental bodies may also have the right under law or regulation to conduct investigations of you, including the Services provided by us. To the extent practicable and permitted by law or regulation, we will advise you of any such document request or production order we receive in connection with any such investigation prior to providing any documents in response to such request or order.
- 10.3 We are sometimes required by law, regulation, subpoena or other legal process, or upon your request, to produce documents or personnel as witnesses in connection with legal or regulatory proceedings. Where BDO is not a party to such proceedings, you shall reimburse us at our current standard billing rates for professional time and expenses, including without limitation, reasonable legal fees, expenses and taxes incurred in responding to such compelled assistance or request by you.

## **11 Electronic Communications**

- 11.1 Both parties recognize and accept the security risks associated with email communications, including but not limited to the lack of security, unreliability of delivery and possible loss of confidentiality and privilege. Unless you request in writing that we do not communicate by internet email, you assume all responsibility and liability in respect of risk associated with its use.

## **12 Limitation of Liability**

- 12.1 In any dispute, action, claim, demand for losses or damages arising out of the Services performed by BDO pursuant to this Agreement, BDO's liability will be several, and not joint and several, and BDO shall only be liable for its proportionate share of the total liability



based on degree of fault as determined by a court of competent jurisdiction or by an independent arbitrator, notwithstanding the provisions of any statute or rule of common law which create, or purport to create, joint and several liability.

- 12.2 In no event shall BDO be liable for indirect, consequential, special, incidental, aggravated, punitive or exemplary damages, losses or expenses, or for any loss of revenues or profits, loss of opportunity, loss of data, or other commercial or economic loss or failure to realize expected savings, including without limitation expected tax savings, whether or not the likelihood of such loss or damage was contemplated.
- 12.3 BDO shall in no event be liable under this Agreement or otherwise in connection with the Services for any actions, damages, claims, fines, penalties, complaints, demands, suits, proceedings, liabilities, costs, expenses, or losses (collectively, "Liabilities") in any way arising out of or relating to the Services performed hereunder for an aggregate amount of more than the higher of:
  - (a) three times the fees paid to BDO by you, in a twelve consecutive month period, for the Services provided pursuant to this Agreement giving rise to the claim; and
  - (b) \$25,000.
- 12.4 The limitations of liability in this section apply whether or not the Liabilities asserted by you against BDO are incurred by you directly or as a result of a claim or demand against you by a third party.
- 12.5 No exclusion or limitation on the liability of other responsible persons imposed or agreed at any time shall affect any assessment of our proportionate liability hereunder, nor shall settlement of or difficulty enforcing any claim, or the death, dissolution or insolvency of any such other responsible persons or their ceasing to be liable for the loss or damage or any portion thereof, affect any such assessment.
- 12.6 You agree claims or actions relating to the delivery of Services shall be brought against us alone, and not against any individual. Where our individuals are described as partners, they are acting as one of our members.
- 12.7 For purposes of this Section, the term "BDO" shall include BDO Canada LLP and its subsidiaries, associated and affiliated entities and their respective current and former partners, directors, officers, employees, agents and representatives. The provisions of this Section shall apply to the fullest extent of the law, regardless of the form of the claim, whether in contract, statute, tort (including without limitation, negligence) or otherwise.

### **13 Indemnity**

- 13.1 To the fullest extent permitted by applicable laws, in the event of a claim or demand by a third party against BDO that arises out of or relates to the Services, you agree to indemnify and hold harmless BDO from and against all losses, costs (including solicitors' fees), damages, or expenses resulting from such third party claim or demand, except to the extent that the same is finally determined to have resulted from BDO's negligence or intentional misconduct.

### **14 Alternative Dispute Resolution**

- 14.1 Both parties agree that they will first attempt to settle any dispute arising out of or relating to this Agreement, including any question regarding its existence, interpretation,



- validity, breach or termination, or the Services provided hereunder, through good faith negotiations.
- 14.2 In the event that the parties are unable to settle or resolve their dispute through negotiation, such dispute shall be subject to mediation using a mediator chosen by mutual agreement of the parties.
- 14.3 All disputes remaining unsettled for more than 60 days following the parties first mediation session with a mediator, or such longer period as the parties mutually agree upon, shall be referred to and finally resolved by arbitration. The parties agree that one arbitrator shall be appointed within twenty (20) days of receipt of the request for arbitration. If the parties cannot agree on the appointment of an arbitrator in such period then either party may immediately apply for the appointment of an arbitrator to a court of competent jurisdiction in the Province of the governing law as contained herein pursuant to such Province's applicable *Arbitration Act*. The place of arbitration shall be in the capital of the Province of the governing law as contained herein. Unless the arbitrator otherwise determines, the fees of the arbitrator and the costs and expenses of the arbitration will be borne and paid equally by the parties. Such arbitration shall be final, conclusive and binding upon the parties, and the parties shall have no right of appeal or judicial review of the decision whatsoever. The parties hereby waive any such right of appeal or judicial review which may otherwise be provided for in any provincial arbitration statute. Judgement upon the award, including any interim award, rendered by the arbitrator may be entered in any court having jurisdiction. The arbitration shall be kept confidential and the existence of the arbitration proceeding and any element thereof (including but not limited to any pleadings, briefs or other documents submitted and exchanged and testimony and other oral submissions and any awards made) shall not be disclosed beyond the arbitrator(s), the parties, their counsel and any person to whom disclosure is necessary to the conduct of the proceeding except as may be lawfully required in judicial proceedings relating to the arbitration or otherwise.

## 15 Limitation Period

- 15.1 You shall make any claim relating to Services or otherwise under this Agreement no later than one year after you became aware or ought reasonably to have become aware of the facts giving rise to any such claim.
- 15.2 You shall in no event make any claim relating to the Services or otherwise under this Agreement later than four years after the completion of the Services under this Agreement.
- 15.3 To the extent permitted by law, the parties to this Agreement agree that the limitation periods established in this Agreement replace any limitation periods under any limitations act and/or any other applicable legislation and any limitation periods under any limitations act and/or any other applicable legislation shall not alter the limitation periods specified in this Agreement.

## 16 Québec Personnel

- 16.1 We may sometimes have individual partners and employees performing Services within the Province of Québec who are members of the *Ordre des comptables professionnels agréés du Québec*. Any such members performing professional services hereunder assumes full personal civil liability arising from the practice of their profession, regardless of their status within our partnership. They may not invoke the liability of our partnership as



grounds for excluding or limiting their own liability. Any limitation of liability clauses in this Agreement shall therefore not apply to limit the personal civil liability of partners and employees who are members of the Ordre des comptables professionnels agréés du Québec.

## **17 Termination**

17.1 This Agreement applies to Services whenever performed (including before the date of this Agreement).

17.2 You or we may terminate this Agreement at any time upon written notice of such termination to the other party. We will not be liable for any loss, cost or expense arising from such termination. You agree to pay us for all Services performed up to the date of termination, including Services performed, work-in-progress and expenses incurred by us up to and including the effective date of the termination of this Agreement.

## **18 Governing Laws**

18.1 The terms of our engagement shall remain operative until amended, terminated, or superseded in writing. They shall be interpreted according to the laws of Ontario in which BDO's principal Canadian office performing the engagement is located, without regard to such province/territory's rules on conflicts of law.

## **19 Survival**

19.1 The provisions of this Agreement that give either of us rights or obligations beyond its termination shall continue indefinitely following the termination of this Agreement. Any clause that is meant to continue to apply after termination of this Agreement will do so.

## **20 Force Majeure**

20.1 We will not be liable for any delays or failures in performance or breach of contract due to events or circumstances beyond our reasonable control, including acts of God, war, acts by governments and regulators, acts of terrorism, accident, fire, flood or storm or civil disturbance.

## **21 Assignment**

21.1 No party may assign, transfer or delegate any of the rights or obligations hereunder without the written consent of the other party or parties. BDO may engage independent contractors and BDO Member Firms to assist us in performing the Services in this Agreement without your consent.

## **22 Severability**

22.1 The provisions of this Agreement shall only apply to the extent that they are not prohibited by a mandatory provision of applicable law, regulation or professional standards. If any of these provisions shall be held to be invalid, void or unenforceable, then the remainder of this Agreement shall not be affected, impaired or invalidated, and each such remaining provision shall be valid and enforceable to the fullest extent permitted by law.

## APPENDIX B: INDEPENDENCE LETTER



Tel: (519) 941-0681  
Fax: +1 (519) 941-8272  
www.bdo.ca

BDO Canada LLP  
163 First Street  
Orangeville, Ontario  
L9W 3J8

February 22, 2024

Members of Council  
Corporation of the County of Dufferin

Dear Members of Council:

We have been engaged to audit the consolidated financial statements of Corporation of the County of Dufferin (the "Municipality") for the year ended December 31, 2023.

Canadian generally accepted auditing standards require that we communicate at least annually with you regarding all relationships between the Municipality and our Firm that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, the standards require us to consider independence rules and interpretations of the CPA profession and relevant legislation.

We have prepared the following comments to facilitate our discussion with you regarding independence matters arising since June 8, 2023, the date of our last letter.

We are aware of the following relationships between the Municipality and us that, in our professional judgment, may reasonably be thought to have influenced our independence. The following relationships represent matters that have occurred from June 8, 2023 to February 22, 2024.

- We have provided advice and comments to management regarding several financial statement measurement, presentation and disclosure matters.
- We have provided assistance in the preparation of the consolidated financial statements, including adjusting journal entries and/or bookkeeping services. These services created a self-review threat to our independence since we subsequently expressed an opinion on whether the presented fairly, in all material respects, the financial position, results of operations and cash flows in accordance with Canadian public sector accounting standards.
- We, therefore, required that the following safeguards be put in place related to the above:
  - Management provided us with a trial balance prior to completion of our audit.
  - Management created the source data for all the accounting entries.
  - Management reviewed and approved all journal entries prepared by us, as well as changes to financial statement presentation and disclosure.
  - Someone other than the preparer reviewed the proposed journal entries and consolidated financial statements.

This letter is intended solely for the use of the Council, management and those charged with governance of the Municipality and should not be used for any other purpose.





Yours truly,

*BDO Canada LLP*

Chartered Professional Accountants, Licensed Public Accountants

/

# **CORPORATION OF THE COUNTY OF DUFFERIN**

## **BY-LAW NUMBER 2024-10**

### **A BY-LAW TO PROVIDE PROPERTY TAX REBATES TO ELIGIBLE CHARITIES FOR THE YEARS 2023 AND 2024.**

WHEREAS Section 361(1) of the Municipal Act, 2001, C.25, requires that every municipality, other than a lower tier municipality, shall have a tax rebate program for eligible charities for the purpose of giving them relief from taxes on eligible property they occupy;

BE IT ENACTED BY THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN AS FOLLOWS:

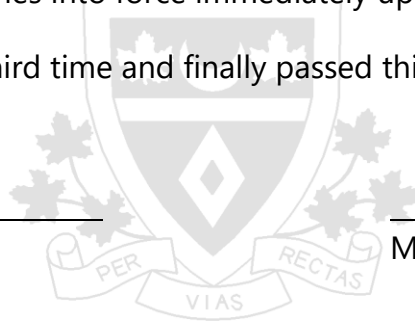
1. To be eligible for tax rebates, organizations must meet the following criteria:
  - a) be a charitable organization (or not for profit organization) as defined in subsection 248(1) of the Income Tax Act and have a registration number issued by the Canada Customs and Revenue Agency;
  - b) be occupying commercial or industrial property
2. The amount of the rebate provided under this by-law to each eligible charity will be set at a minimum of 40 per cent, up to a maximum of 100 per cent, of the taxes payable by the eligible charity on the property it occupies.
3. Rebates under this by-law shall be administered by the Treasurers of the lower-tier municipalities of Dufferin County.
4. The costs of a rebate of taxes paid, pursuant to this by-law, shall be shared by the lower-tier municipality, the County and school boards that share in the revenue from the taxes on the property, in the same proportion as the municipalities and school boards share in those revenues.
5. No similar organizations will be provided with a rebate under this by-law.
6. Application for a rebate may be filed by an eligible charity with the Treasurer of the lower-tier municipality, according to the procedures and in the form specified by the said lower-tier Treasurer.
7. Such applications must be made after July 1 of the taxation year to which the rebate applies, and no later than the last day of February of the following taxation year.

8. Payment of the first instalment of the rebate shall be made within 60 days after the receipt by the municipality of the application of the eligible charity. The first instalment must be at least 50% of the estimated rebate for the year.
9. The second payment, if applicable, of the balance of the estimated rebate shall be made within 120 days of the receipt of the application.
10. Final adjustments to rebates are to be made after the taxes to be paid by the charity are determined annually, in respect of the difference between the estimated rebate paid by the lower-tier municipality and the rebate to which the charity is entitled.
11. As a condition of receiving a rebate for a year, a charity must repay a prorated share of the rebate if its eligible status changes, or if it relocates outside the County, during the year.
12. Tax rebates are not retroactive and will not be paid for years prior to the current taxation year.
13. That this by-law comes into force immediately upon passing.

READ a first, second and third time and finally passed this 14<sup>th</sup> day of March, 2024.

---

Darren White, Warden



---

Michelle Dunne, Clerk

# CORPORATION OF THE COUNTY OF DUFFERIN

## BY-LAW NUMBER 2024-11

### **A BY-LAW TO RATIFY THE ACTIONS OF THE WARDEN AND THE CLERK FOR EXECUTING AN AGREEMENT BETWEEN THE CORPORATION OF THE COUNTY OF DUFFERIN AND FAMILY TRANSITION PLACE. (Lease Agreement – Mel Lloyd Centre)**

BE IT ENACTED BY THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN AS FOLLOWS:

1. That the agreement between the County of Dufferin and Family Transition Place, in a form substantially the same as attached hereto as Schedule "A" be approved.
2. That the staff of the County of Dufferin is hereby authorized to take such actions as are appropriate, and the Warden and Clerk are hereby authorized to execute such documents as are appropriate to implement the agreement referred to herein.

READ a first, second and third time and finally passed this 14<sup>th</sup> day of March, 2024.

---

Darren White, Warden



Michelle Dunne, Clerk

**THIS LEASE** made the 20th day of February, 2024.

BETWEEN:

**CORPORATION OF THE COUNTY OF DUFFERIN**

(the "Landlord")

AND

Family Transition Place

(the "Tenant")

**ARTICLE 1 - BASIC TERMS AND DEFINITIONS**

**1.1 Basic Terms**

- |     |                            |   |
|-----|----------------------------|---|
| (a) | Landlord:                  | Corporation of the County of Dufferin                         |
|     | Address:                   | 30 Centre Street, Orangeville, ON                             |
| (b) | Tenant:                    | Family Transition Place                                       |
|     | Address:                   | 20 Bredin Parkway,<br>Orangeville, ON<br>L9W 4Z9              |
| (c) | Indemnifier:               | Not applicable  |
| (d) | Building:                  | Mel Lloyd Centre, 167 Centre Street,<br>Shelburne, ON L9V 3R8 |
| (e) | Premises:                  | Suite # as described in Section 1.2 (m)                       |
| (f) | Rentable Area of Premises: | 864 square feet, subject to Section 2.2                       |
| (g) | Term:                      | One year subject to Section 2.3                               |

Commencement Date: April 1, 2024, subject to Section 2.4

End of Term: March 31, 2025, subject to Sections 2.3 and 2.4

(h) Basic Gross Rent (Section 3.2): \$18.82 (+ 3% yearly increase) + HST

Period	Per Sq. Ft/year	Per year	Per Month
April 1, 2024 to March 31, 2025	\$18.82	\$16,260.48 +HST	\$1,355.04 +HST

(i) Permitted Use: Administrative and business offices of the Tenant

(j) Deposit: Not applicable

(k) Rent Deposit: Not applicable

(l) Security Deposit: Not applicable

(m) Lease Year: Lease Year ends on March 31 of each year

Schedules forming part of this Lease:

i. Schedule "A" Legal Description

ii. Schedule "B" Floor Plan

iii. Schedule "C" Rules and Regulations

# **CORPORATION OF THE COUNTY OF DUFFERIN**

## **BY-LAW 2024-12**

### **A BY-LAW TO APPOINT MARK MCCONNELL AS A BUILDING INSPECTOR UNDER THE BUILDING CODE ACT.**

WHEREAS the Council of the Corporation of the County of Dufferin deems it desirable that Mark McConnell be appointed as a Building Inspector under the Building Code Act;

AND WHEREAS it is necessary to appoint the staff by by-law;

NOW THEREFORE THE CORPORATION OF THE COUNTY OF DUFFERIN BY THE MUNICIPAL COUNCIL THEREOF ENACTS AS FOLLOWS:

1. That Mark McConnell be, and is hereby appointed as Building Inspector under the Building Code Act, S.O. 1992 C.23, for the County of Dufferin;
2. That the Building Inspector shall perform all duties assigned by the Chief Building Official in accordance with the provisions of the Building Code Act;
3. That the Building Inspector shall be responsible to the Chief Building Official.

READ a first, second and third time and finally passed this 14<sup>th</sup> day of March, 2024.

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Darren White, Warden



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Michelle Dunne, Clerk

# CORPORATION OF THE COUNTY OF DUFFERIN

## BY-LAW 2024-13

### **A BY-LAW TO APPOINT AN ACTING CHIEF BUILDING OFFICIAL. (Doug Kopp, Kristina Millar, Aaron Ryckman, Michael Sutton)**

WHEREAS Subsection 3(2) of the Building Code Act, 1992, S.O. 1992, c. 23, as amended, directs the council of each municipality to appoint a Chief Building Official and such Inspectors as are necessary for the enforcement of the Building Code Act, 1992 in the areas in which the municipality has jurisdiction;

AND WHEREAS the Municipal Act 2001, S.O. 2001, c.25 as amended, authorizes the Council of any municipality to appoint certain officers and employees as may be necessary for the purposes of the corporation, or for carrying into effect or enforcing any Act or By-law of the Council;

NOW THEREFORE BE IT ENACTED BY THE COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN AS FOLLOWS:

1. That Doug Kopp, Kristina Millar, Aaron Ryckman and Michael Sutton are hereby appointed Acting Chief Building Official in the absence of the Chief Building Official for the Corporation of the County of Dufferin.
2. That the Acting Chief Building Official shall perform the duties in accordance with provincial legislation and regulations and the approved policies of the County of Dufferin in the event the Chief Building Official is unable to.
3. This by-law shall come into force and take effect at the time of its passing.
4. That By-Law 2020-50 is hereby repealed.

READ a first, second and third time and finally passed this 14<sup>th</sup> day of March, 2024.

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Darren White, Warden



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Michelle Dunne, Clerk



# CORPORATION OF THE COUNTY OF DUFFERIN

## BY-LAW NUMBER 2024-xx

### A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN AT ITS MEETING HELD ON MARCH 14, 2024.

WHEREAS Section 5 (1) of the *Municipal Act, 2001*, as amended, provides that the powers of a municipality shall be exercised by its Council;

AND WHEREAS Section 5 (3) of the *Municipal Act, 2001*, as amended, provides that municipal powers shall be exercised by by-law;

NOW THEREFORE BE IT ENACTED BY THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE COUNTY OF DUFFERIN ENACTS AS FOLLOWS:

1. All actions of the Council of the Corporation of the County of Dufferin at its meetings held on March 14, 2024 in respect to every report, motion, by-law, or other action passed and taken by the Council, including the exercise of natural person powers, are hereby adopted, ratified and confirmed as if each report, motion, resolution or other action was adopted, ratified and confirmed by its separate by-law.
2. The Warden of the Council and the proper officers of the Corporation of the County of Dufferin are hereby authorized and directed to do all things necessary to give effect to the said action, to obtain approvals where required and except where otherwise provided, to execute all documents necessary in that behalf.

READ a first, second and third time and finally passed this 14<sup>th</sup> day of March, 2024.

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Darren White, Warden



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Michelle Dunne, Clerk