



The Corporation of the Township of Seguin
Agenda for the Regular Meeting of Council
to be held on Tuesday, August 4th, 2026
in the Township of Seguin Council Chambers
and Electronic Participation

01. Land Acknowledgement. 2:30 p.m.
02. Call to Order and Approval of Agenda.
03. Disclosure of pecuniary interest and the general nature thereof.
04. Adoption of Minutes:
a) Minutes of the Regular and Closed Session Meetings of Council held July 20th, 2026. ®
05. Public Meeting:
Adjourn to Public Meeting for Planning Act Applications. ®
a) Zoning By-law Amendment Application No. R-2026-0013-H (Hurvitz). Report No. PL-2026-079.
b) Consent Application Nos. B-2026-0007/0008-H and Zoning By-law Amendment Application No. R-2026-0012-H (Bogutskiy). Report No. PL-2026-082.
c) Zoning By-law Amendment Application No. R-2026-0002-H (Roy/Quinton). Report No. PL-2026-085.
Close Public Meeting for Planning Act Applications. ®
Decisions:
a) Consent Application Nos. B-2026-0007/0008-H and Zoning By-law Amendment Application No. R-2026-0012-H (Bogutskiy). ®
06. Shore/Concession Road Allowances:
a) Shore Road Allowance Application No. RAS-2025-0004-F (Sawyer). Report No. PL-2026-083. ®

07. Staff Reports: Resolution to receive Reports. ®

Planning:

- a) Report No. PL-2026-086, Consent Application Nos. B-2026-0005/0006-H and Zoning By-law Amendment Application No. R-2026-0010-H (Mahoney). ®

Public Works:

- b) Report No. RD-2026-004, Road Occupancy Permit By-law. By-law No. 2026-074. ®

08. Council Reports:

- a) Information Report from Mayor MacDiarmid – Report No. AD-2026-006, 2027 Seguin Township Budget Process.

09. Correspondence: Listed below.

Resolution to receive the Correspondence as listed on the Agenda. ®

10. Confirming By-law No. 2026-075. ®

11. Adjournment. ®

Correspondence:

- a) Association of Municipalities of Ontario – Communications.
- b) Municipal Property Assessment Corporation – Communications.
- c) North Bay Parry Sound District Health Unit – Communications.
- d) Good Roads – Communications.
- e) Ontario Heritage Trust – Communications.
- f) The Labour Market Group – Communications.
- g) Federation of Ontario Cottagers' Association - Communications.
- h) Federation of Canadian Municipalities – Communications.
- i) Township of McMurrich -Monteith - Passing of Zoning By-law No. 31-2026 Housekeeping Amendment to Definitions.
- j) Parry Sound Area Chamber of Commerce - Summer Tourism Resources for Your Business.
- k) PSACC - July 2026 Newsletter.
- l) PSACC - Last Chance to Submit Your Nomination.
- m) PSACC - Be a part of the 2026 Business Excellence Awards.
- n) PSACC - Protecting Homes & Businesses Locally.
- o) PSACC - Your free HR Compliance Session.
- p) Municipality of Mattawan - Healthy Smiles.
- q) Municipality of St. Charles - Hwy 11 and 17 Rest Stops Areas.
- r) Township of Georgian Bay - Notice of Public Meeting and Open House.
- s) Municipality of Kincardine - Extend Deadline Heritage Registry Resolution.
- t) Municipality of Trent Lakes - Provincial Action on the Accuracy of the Municipal

Voters Lists.

- u) Harry Martyniuk and Family - Rosseau Springs Development Proposal.
- v) Berinda Post and Marcus Lecuyer - Rosseau Springs Development Proposal.
- w) Matthew Voore-Lewis - Rosseau Springs Development Proposal.
- x) Ron and Bernadette Davidson - Rosseau Springs Development Proposal.
- y) Town of The Blue Mountains - Modernizing Ontario's Invasive Plants Rules.
- z) Town of The Blue Mountains - Funding and Coordinated Plans to Combat Tick Borne Diseases.
- aa) City of Port Colborne - Funding and Coordinated Plans to Combat Tick Borne Diseases.
- bb) Municipality of McDougall - Canadore College Parry Sound Campus Closure.
- cc) Town of The Blue Mountains - Review of OLT and Enhancing Deference to Municipal Planning Decisions.
- dd) Town of Parry Sound - Urge Province to implement Ontario Airport Capital Assistance Program (OACAP).
- ee) Township of South-West Oxford - Pesticide Use in Public Recreational Spaces.
- ff) Ministry of Emergency Preparedness and Response - Wildland Fire Season.
- gg) Municipality of Wawa - Traffic and Speeding Funding.
- hh) Municipality of Wawa - Ontario Hospital System.
- ii) Village of Sundridge - Opposing Changes to FIPPA.
- jj) Muskoka Watershed Council (MWC) - What's Flowing Through the Watershed.
- kk) Ontario Land Tribunal Notice - Zoning By-law Amendment No. A2224-26, Dalglish v. The Archipelago (Township).
- ll) Stop the Spray Canada - Calling for an End to Chemical Forestry (Laurie McDonald).
- mm) Stop the Spray Canada - Calling for an End to Chemical Forestry (Denise Exler).
- nn) Muskoka Lakes Association - Zoning By-law Amendment Application R-2026-0009-H 163 Burgess Road.
- oo) Eric Oliver & Rhondra Lymburner - Zoning By-Law Consideration 163 Burgess Road.
- pp) Township of Georgian Bay - Bill 98 New Framework Update.
- qq) Municipality of Central Manitoulin - Ontario Health Care System.
- rr) City of Port Colborne - Stay Standards for Emergency Shelters.
- ss) Municipality of Shuniah - Enhancing Deference to Municipal Planning.

Adoption of Minutes



The Corporation of the Township of Seguin
Draft Minutes of a Regular Meeting of Council
held on Monday, July 20th, 2026 at 2:30 p.m.
in the Township of Seguin Council Chambers
and Electronic Participation

The following Members were present:

- Mayor Ann MacDiarmid (Council Chambers)
- Councillor Ward 1 Ken Adams (Council Chambers)
- Councillor Ward 2 Mario Buszynski (Council Chambers)
- Councillor Ward 3 Greg Getty (Council Chambers)
- Councillor Ward 4 Terry Fellner (Council Chambers)
- Councillor Ward 6 Gail Finson (Council Chambers)

Regrets were received from:

- Councillor Ward 5 Ted Collins

Approval of Agenda.

After the meeting was called to order Mayor MacDiarmid asked for approval of the agenda. Council approved the agenda with the following additions/changes. Addition to 05. Public Meeting item c) Consent Application No.'s B-2025-0031 and B-2025-0032-F (Pelkinen) of correspondence from Steve Orser. Addition to 05. Public Meeting item d) Zoning By-law Amendment Application No. R-2026-0009-H (Madge) of correspondence from Susan Eplett & Jim Walker, John & Joy Crysedale, the Muskoka Lakes Association, the Lake Rosseau North Association and Eric Oliver & Rhondda Lymburner. And correspondence from Melissa Markham, Agent for the Applicant notifying of withdrawal of the application.

Disclosure of Pecuniary Interest.

Mayor MacDiarmid requested that any disclosures of conflict of interest/pecuniary interest be declared for the record. Councillor Fellner declared he may have a conflict of interest/pecuniary interest related to the following matter: Council agenda item 08. f) Report No. PL-2026-047, Zoning By-law Amendment Application No. R-2026-0004-F and Draft Plan of Subdivision Application No. CON-2026-0001-F (K & C Hall Holdings Inc.) and left the Chambers during consideration of this matter.

The following resolutions were considered.

Resolution No. 2026-187

Moved by: Councillor Greg Getty

Seconded by: Councillor Mario Buszynski

"THAT the Council of The Corporation of the Township of Seguin does hereby adopt the Minutes of the Regular Meeting of Council held July 6th, 2026 as circulated."

CARRIED

Resolution No. 2026-188

Moved by: Councillor Gail Finnson

Seconded by: Councillor Terry Fellner

"THAT the Council of The Corporation of the Township of Seguin does hereby adjourn the Regular Meeting to hold a Public Meeting and receive public comments for the following matters:

- Consent Application No.'s B-2026-0005-H and B-2026-0006-H and Zoning By-law Amendment Application No. R-2026-0010-H (Mahoney).
- Consent Application No.'s B-2026-0012-C and B-2026-0013-C (Wilson).
- Consent Application No.'s B-2025-0031-F and B-2025-0032-F (Pelkinen).".

CARRIED

The Mayor advised, as noted at the beginning of the Council Meeting today the Applicant's Agent, Melissa Markham has advised the Township staff that the Applicant is withdrawing Zoning By-law Amendment Application No. R-2026-0009-H (Madge). As the application has been withdrawn there will not be a Public Meeting under the Planning Act for that application today.

The Mayor advised Council would now hold public meetings for proposed Consent and Zoning By-law Amendment Applications.

The Mayor advised in accordance with the Planning Act, Council would consider all matters placed before it prior to granting a Consent or passing a Zoning By-law Amendment.

The Mayor advised anyone who wished to receive notice of a decision or notice of passing of a Zoning By-law Amendment and who had not submitted such a request in writing should provide their full name and address to the Clerk.

The Mayor advised no one other than the prescribed persons may appeal an application under the provisions of the Planning Act. If they do not make oral submissions at a public meeting or make written submissions to the Council of The Corporation of the Township of Seguin prior to the decision of Council, then the Ontario Land Tribunal may dismiss the appeal.

The Mayor advised the purpose of Consent Application Nos. B-2026-0005 and 0006-H (Mahoney) is to create two waterfront lots on Little Lake Joseph. The purpose of Zoning By-law Amendment Application No. R-2026-0010-H (Mahoney) is to rezone the proposed retained and severed lots to implement development restrictions and construction mitigation measures outlined within the Site Evaluation Report.

The Mayor asked the Clerk to state the method by which Notice of the meeting was provided and the dates on which that Notice was provided.

The Clerk advised Notice of the public meeting was provided by posting the property, posting on the Township of Seguin's website, and by regular mail on May 28th, 2026. Notice was therefore considered to be provided in accordance with the requirements of the Planning Act.

The Mayor asked if the Township had received any correspondence with respect to these applications.

The Clerk advised no correspondence had been received.

The Mayor asked if anyone was present in-person in the Council Chambers who wished to speak in favour of or in opposition to these applications.

No verbal in-person submissions were received.

The Mayor asked if anyone had registered to speak to these applications via electronic participation.

The Clerk advised no one had registered to speak to these applications via electronic participation.

The Mayor advised the purpose of Consent Application Nos. B-2026-0012 and 0013-C (Wilson) is to create two rural residential lots with frontage on Star Lake Road.

The Mayor asked the Clerk to state the method by which Notice of the meeting was provided and the dates on which that Notice was provided.

The Clerk advised Notice of the public meeting was provided by posting the property on June 28th, 2026, posting on the Township of Seguin's website, and by regular mail on July 6th, 2026. Notice was therefore considered to be provided in accordance with the requirements of the Planning Act.

The Mayor asked if the Township had received any correspondence with respect to these applications.

The Clerk advised no correspondence had been received.

The Mayor asked if there was anyone present in-person in the Council Chambers who wished to speak in favour of or in opposition to these applications.

No verbal in-person submissions were received.

The Mayor asked if anyone had registered to speak to these applications via electronic participation.

The Clerk advised Claire Hempel of Tulloch, Agent for the Applicant had registered to speak to these applications via electronic participation.

Claire Hempel of Tulloch, Agent for the Applicant attended the meeting via electronic participation to provide information on the reasons for the applications and to answer any questions Council may have related to the applications.

The Mayor advised the purpose of Consent Application Nos. B-2025-0031 and 0032-F (Pelkinen) is to create two new rural residential lots with frontages on Black Road.

The Mayor asked the Clerk to state the method by which Notice of the meeting was provided and the dates on which that Notice was provided.

The Clerk advised Notice of the public meeting was provided by posting the property on July 3rd, 2026, posting on the Township of Seguin's website, and by regular mail on July 6th, 2026. Notice was therefore considered to be provided in accordance with the requirements of the Planning Act.

The Mayor asked if the Township had received any correspondence with respect to these applications.

The Clerk advised correspondence had been received from Steve Orser.

The Mayor asked if there was anyone present in-person in the Council Chambers who wished to speak in favour of or in opposition to these applications.

John Jackson, of John Jackson Planner Inc., Agent for the Applicant attended the meeting in-person and addressed Council to explain the reasons for the applications and to answer any questions Council may have related to the applications.

Tuuli Pelkinen, the Applicant attended the meeting in-person and addressed Council to explain the reasons for the applications and to answer any questions Council may have related to the applications.

The Mayor asked if anyone had registered to speak to these applications via electronic participation.

The Clerk advised no one had registered to speak to these applications via electronic participation.

The Mayor advised Council would now close the public meeting and reconvene to the regular meeting.

Resolution No. 2026-189

Moved by: Councillor Ken Adams

Seconded by: Councillor Greg Getty

"THAT the Public Meeting held for the following matter is hereby closed and the Regular Meeting is hereby reconvened:

- Consent Application No.'s B-2026-0005-H and B-2026-0006-H and Zoning By-law Amendment Application No. R-2026-0010-H (Mahoney).
- Consent Application No.'s B-2026-0012-C and B-2026-0013-C (Wilson).
- Consent Application No.'s B-2025-0031-F and B-2025-0032-F (Pelkinen).".

CARRIED

Staff will prepare a report on Consent Application No.'s B-2026-0005-H and B-2026-0006-H and Zoning By-law Amendment Application No. R-2026-0010-H (Mahoney) and the comments received for Council's consideration at a future meeting.

Resolution No. 2026-190

Moved by: Councillor Gail Finnsen

Seconded by: Councillor Terry Fellner

"THAT the Council of The Corporation of the Township of Seguin does hereby grant provisional approval to Consent Application Nos. B-2026-0012-C and B-

2026-0013-C (Wilson), subject to the conditions set out in the Decisions.”.

CARRIED

Resolution No. 2026-191

Moved by: Councillor Ken Adams

Seconded by: Councillor Mario Buszynski

“**THAT** the Council of The Corporation of the Township of Seguin does hereby grant provisional approval to Consent Application Nos. B-2025-0031-F and B-2025-0032-F (Pelkinen), subject to the conditions set out in the Decisions.”.

CARRIED

Council considered Staff Report No. PL-2026-077, Colonization Road Allowance (Forbes/Nawroth) Information Report. Council directed staff to proceed with the application.

Jessie McKinnon, Student Public Relations Coordinator and Blair Douglas, Program Coordinator of Enliven Cancer Care Muskoka & Parry Sound attended the meeting via electronic participation to provide a presentation about the programs and services offered by Enliven Cancer Care.

Resolution No. 2026-192

Moved by: Councillor Gail Finnon

Seconded by: Councillor Greg Getty

“**THAT** the Council of The Corporation of the Township of Seguin does hereby receive the Staff Reports as presented on the Agenda for the July 20th meeting of Council.

Building Department:

- Report No. BD-2026-002, Request for Shared Services of Chief Building Official. By-law No. 2026-069.

Clerk's Department:

- Report No. CL-2026-005, 2026 Municipal Election - Restricted Acts of Council ('Lame Duck' Periods).
- Report No. CL-2026-006, New Procedural By-law for Proceedings of Meetings of Council. By-law No. 2026-065.

Community Services:

- Report No. CS-2026-006 Adoption of Parks, Recreation and Culture Master Plan.

Planning:

- Report No. PL-2026-068, Consent Application No.'s B-2026-0005-H and B-2026-0006-H and Zoning By-law Amendment Application No. R-2026-0010-H (Mahoney).
- Report No. PL-2026-071, Consent Application No.'s B-2026-0012-C and B-2026-0013-C (Wilson).
- Report No. PL-2026-076, Consent Application No.'s B-2025-0031-F and B-2025-0032-F (Pelkinen).
- Report No. PL-2026-080, Zoning By-law Amendment Application No. R-2026-0009-H (Madge).
- Report No. PL-2026-077, Colonization Road Allowance Application No.

RAC-2026-0004-C (Forbes/Nawroth).

- Report No. PL-2026-037, Consent Application No. B-2025-0037-H and Zoning By-law Amendment Application No. R-2025-0023-H (Hyatt).
- Report No. PL-2026-047, Zoning By-law Amendment Application No. R-2026-0004-F and Draft Plan of Subdivision Application No. CON-2026-0001-F (K & C Hall Holdings Inc.).
- Report No. PL-2026-062, Updated Site Plan Control By-law. By-law No. 2026-052.
- Report No. PL-2026-081, Official Plan Review. By-law No. 2026-067.
- Confidential Report No. PL-2026-084, Appeal Options Report - OPA-2025-0003-H, R-2025-0013-H, CON-2025-0001-H (Rosseau Springs Limited).

Treasury:

- Financial Update to June 30th."

CARRIED

Resolution No. 2026-193

Moved by: Councillor Ken Adams

Seconded by: Councillor Gail Finnson

"**THAT** By-law No. 2026-069, Being a By-law to enter into an agreement for the services of a Chief Building Official, is hereby deemed to have been read a first, second and third time and passed by Council."

CARRIED

Resolution No. 2026-194

Moved by: Councillor Greg Getty

Seconded by: Councillor Terry Fellner

"**THAT** By-law No. 2026-060, Being a By-law to Delegate Certain Authorities to the Chief Administrative Officer during Restricted Acts after Nomination Day "Lame Duck", pursuant to Section 275 of the Municipal Act, 2001, as amended, is hereby deemed to have been read a first, second and third time and passed by Council."

CARRIED

Resolution No. 2026-195

Moved by: Councillor Ken Adams

Seconded by: Councillor Gail Finnson

"**THAT** By-law No. 2026-065, Being a By-law to establish rules governing the proceedings of Council, the calling of Meetings and the conduct of Members, Staff and the Public and to repeal By-law Nos. 2020-081 and 2022-082 and that all other By-laws and Resolutions, or parts thereof, contrary hereto or inconsistent herewith of The Corporation of the Township of Seguin be and the same are hereby repealed, is hereby deemed to have been read a first, second and third time and passed by Council."

CARRIED

Resolution No. 2026-196

Moved by: Councillor Gail Finnson

Seconded by: Councillor Ken Adams

"**THAT** the Council of The Corporation of the Township of Seguin does hereby adopt the Seguin Township Parks, Recreation & Culture Master Plan attached hereto as Schedule "A"."

RECORDED VOTE CARRIED

Division List

Adams – Yea
Buszynski – Nay
Collins – Absent
Fellner – Yea
Finnson – Yea
Getty – Yea
MacDiarmid – Yea

Resolution No. 2026-197

Moved by: Councillor Greg Getty

Seconded by: Councillor Ken Adams

“THAT the Council of The Corporation of the Township of Seguin does hereby grant provisional approval to Consent Application No. B-2025-0037-H (Hyatt), subject to the conditions set out in the Decision.”.

CARRIED

Resolution No. 2026-198

Moved by: Councillor Gail Finnson

Seconded by: Councillor Ken Adams

“THAT By-law No. 2026-059, Being a By-law to amend Township of Seguin Zoning By-law No. 2006-125 (Property Roll Nos. 4903-010-010-08010 & 4903-010-010-08200, 6 Hawkrigg Lane & 4 Pine Ridge Road, Application No. R-2025-0023-H, Hyatt), is hereby deemed to have been read a first, second and third time and passed by Council.”.

CARRIED

Councillor Fellner declared a possible conflict of interest/pecuniary interest related to the next matters and left the Chambers at this time.

Resolution No. 2026-199

Moved by: Councillor Greg Getty

Seconded by: Councillor Gail Finnson

“THAT By-law No. 2026-047, Being a By-law to amend Township of Seguin Zoning By-law No. 2006-125 (Property Roll No. 4903-030-300-1101200, Oastler Park Drive, Application No. R-2026-0004-F, K&C Holdings Inc.), is hereby deemed to have been read a first, second and third time and passed by Council.”.

CARRIED

Resolution No. 2026-200

Moved by: Councillor Ken Adams

Seconded by: Councillor Greg Getty

“THAT the Council of The Corporation of the Township of Seguin does hereby approve the Conditions of Draft Approval to Draft Plan of Subdivision Application No. CON-2026-0001-F, subject to the conditions set out in the Decision.”.

CARRIED

Councillor Fellner returned to his seat at this time.

Resolution No. 2026-201

Moved by: Councillor Gail Finnson

Seconded by: Councillor Greg Getty

“THAT By-law No. 2026-052, Being a By-law to designate lands within the Township of Seguin as site plan control areas and repeal its previous site plan control By-law No. 2011-083, is hereby deemed to have been read a first, second and third time and passed by Council.”.

CARRIED

Resolution No. 2026-202

Moved by: Councillor Mario Buszynski

Seconded by: Councillor Ken Adams

“I move to remove the reference to lakes less than 40 ha not being subject to Recreational Carrying Capacity.”.

RECORDED VOTE DEFEATED

Adams – Yea
Buszynski – Yea
Collins – Absent
Fellner – Nay
Finnson – Nay
Getty – Nay
MacDiarmid – Nay

Resolution No. 2026-203

Moved by: Councillor Gail Finnson

Seconded by: Councillor Terry Fellner

“THAT By-law No. 2026-067, Being a By-law to adopt a new Official Plan for the Township of Seguin, is hereby deemed to have been read a first, second and third time and passed by Council.”.

CARRIED

Resolution No. 2026-204

Moved by: Councillor Gail Finnson

Seconded by: Councillor Terry Fellner

“WHEREAS recent municipal infrastructure funding programs by the Government of Canada and Province of Ontario have tended to prioritize growth-related or housing-enabling infrastructure projects over infrastructure renewal needs;

AND WHEREAS the Government of Ontario has regulated municipal infrastructure asset management through O. Reg 588/17 (Asset Management Planning for Municipal Infrastructure) under the Infrastructure for Jobs and Prosperity Act, 2015;

AND WHEREAS municipal asset management plans and the Financial Accountability Office of Ontario have identified that municipalities have significant state-of-good-repair backlogs and renewal needs for infrastructure;

AND WHEREAS the Government of Ontario doubled the Ontario Community Infrastructure Fund (OCIF) from \$200M/year to \$400M/year for 2021-2026 but has not publicly committed to maintaining this level of funding beyond 2026;

AND WHEREAS the OCIF has become a vital and indispensable resource for

municipalities, assisting them with improving their asset management programs and meeting community-preserving infrastructure renewal needs;

AND WHEREAS increased geopolitical uncertainty is threatening the economic prosperity of Canada, Ontario, and every municipality;

AND WHEREAS municipal infrastructure is a key enabler and preserver of economic prosperity;

AND WHEREAS the Municipal Finance Officers' Association of Ontario (MFOA) has heard from its members and their municipalities concerns regarding the potential erosion of existing municipal infrastructure and thus service levels in light of the ongoing focus on housing-enabling infrastructure by grant funding programs;

NOW THEREFORE BE IT RESOLVED THAT the Council of The Corporation of the Township of Seguin supports MFOA's letter to the Ministry of Infrastructure requesting that the doubling of the Ontario Community Infrastructure Fund be made permanent in advance of the allocations for the 2027 calendar year, helping municipalities to continue building housing-enabling infrastructure while preserving the economic value provided by existing infrastructure."

CARRIED

Resolution No. 2026-205

Moved by: Councillor Terry Fellner

Seconded by: Councillor Gail Finnson

"THAT the Council of The Corporation of the Township of Seguin does hereby appointment the following individuals as Township of Seguin representatives on the Hydro Corridor Municipal Task Force:

Councillor Adams Ward 1
Councillor Buszynski Ward 2."

CARRIED

Council considered correspondence from Egis on behalf of the Ministry of Transportation Ontario and Notice of Study Commencement for GWP 5100-20-00 Portage Creek Bridge. The correspondence was received as information.

Resolution No. 2026-206

Moved by: Councillor Ken Adams

Seconded by: Councillor Greg Getty

"THAT By-law No. 2026-066, Being a By-law to Delegate Authority for developing, approving, amending and implementing administrative and operational policies and procedures to the Chief Administrative Officer, is hereby deemed to have been read a first, second and third time and passed by Council."

CARRIED

Resolution No. 2026-207

Moved by: Councillor Gail Finnson

Seconded by: Councillor Greg Getty

"THAT By-law No. 2026-068, Being a By-law to authorize a loan guarantee for the Belvedere Heights Home For the Aged Board of Management, is hereby deemed to have been read a first, second and third time and passed by Council."

CARRIED

The Members of Council provided verbal updates on the various meetings and events they have been involved in since the last meeting of Council.

Resolution No. 2026-208

Moved by: Councillor Ken Adams

Seconded by: Councillor Mario Buszynski

“THAT the Council of The Corporation of the Township of Seguin does hereby receive the Board & Committee Minutes & Agendas and the Correspondence as presented on the Agenda and the Addendum for the July 20th, 2026 Meeting of Council.”.

CARRIED

Resolution No. 2026-209

Moved by: Councillor Greg Getty

Seconded by: Councillor Ken Adams

“THAT the Council of The Corporation of the Township of Seguin does hereby proceed to a closed meeting at 4:47 p.m. in order to address matters pertaining to:

- A proposed or pending acquisition or disposition of land by the municipality or local board, related to:
 - Potential Land Disposal Update – 18 McKaig Road.
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, related to:
 - Ontario Land Tribunal Potential Appeal Options re: OPA-2025-0003-H, R-2025-0013-H, CON-2025-0001-H (Rosseau Springs Limited).
- Personal matters about an identifiable individual, including municipal or local board employees, related to:
 - Human Resources Matters.”.

CARRIED

Resolution No. 2026-210

Moved by: Councillor Mario Buszynski

Seconded by: Councillor Gail Finnson

“THAT the Council of The Corporation of the Township of Seguin does hereby rise from closed session and declare the regular meeting reconvened at 5:32 p.m.”.

CARRIED

Resolution No. 2026-211

Moved by: Councillor Gail Finnson

Seconded by: Councillor Greg Getty

“THAT By-law No. 2026-070, Being a By-law to authorize amendments to the Agreement of Purchase and Sale authorized by By-law No. 2026-006 and to address such other matters related thereto, is hereby deemed to have been read a first, second and third time and passed by Council.”.

CARRIED

Resolution No. 2026-212

Moved by: Councillor Gail Finnson

Seconded by: Councillor Terry Fellner

“THAT By-law No. 2026-071, Being a By-law to confirm the proceedings of meetings of Council, is hereby deemed to have been read a first, second and third time and passed by Council.”.

CARRIED

Resolution No. 2026-213

Moved by: Councillor Greg Getty

Seconded by: Councillor Terry Fellner

“THAT the Council of The Corporation of the Township of Seguin does hereby adjourn this Meeting of Council at 5:33 p.m. to meet again on Tuesday, August 4th, 2026 or at the call of the Mayor.”.

CARRIED

*Ann MacDiarmid,
Mayor*

*Craig Jeffery,
Clerk*

Public Meeting

Prepared for: Mayor and Members of Council

Subject: Zoning By-law Amendment Application R-2026-0013-H (Hurvitz)

From: Lauren Rettie, Senior Planner, Planning Department

Agenda Date: August 4, 2026

Report No: PL-2026-079

Public Meeting Report

Proposal	The applicant is proposing additions to the existing cottage on the subject lands. The proposed development would require an increase in permitted dwelling gross floor area and lot coverage within the first 60 metres of the shoreline. The proposed development includes: • enclosure of the existing patio to create two screened Muskoka rooms (enclosed porch areas) and a covered entrance/roof extension over the patio and stairs (in between the two enclosed areas); • an addition on the west side of the cottage; and • a screened porch expansion on the east side of the cottage.
File Details	Zoning By-Law Application: R-2026-0013-H Owner: Garry Hurvitz Agent: Adam Kozlowski, Planscape Inc. Civic Address: 134B Grays Road Roll No. 4903-010-003-11040
What is the request?	The southern, developed portion of the subject lands (the portion of lands applicable to this application) is currently split-zoned. The eastern portion is zoned Limited Service Residential (LSR), while the western portion is zoned Limited Service Residential Exception Twenty-Four (LSR-24). This split zoning creates complexity when applying zoning standards to the existing and proposed development, particularly with respect to calculating permitted lot coverage. The purpose of the proposed Zoning By-law Amendment is to establish a single, consistent zoning framework for the developed shoreline portion of the property, while also recognizing the proposed cottage development. The proposed Zoning By-law Amendment would remove the split zoning on the developed shoreline portion of the subject lands adjacent to Lake Joseph by rezoning the lands to a new Limited Service Residential Exception (LSR-XX) Zone. The amendment would also permit an increase in lot coverage within 60 metres of the shoreline and an increase in dwelling gross floor area in order to facilitate proposed additions to the existing cottage.

Table 1. Requested Exemptions

	Permitted	Proposed
Lot Coverage (within the first 60 metres of the shoreline)	7%	8.4%
Maximum Dwelling Gross Floor Area	631.5 sq. m.	692 sq. m.

The property was previously subject to a lot addition application (B-2025-0013-H) and related Zoning By-law Amendment (R-2025-0010-H), which resulted in the addition of approximately 2.6 hectares of land to the north, including 90 metres of frontage on Fraser Lake. This portion of land is zoned OS2-8. The current rezoning application does not apply to, or otherwise affect, the lands added through the 2025 lot addition.

Figure 1 – Proposed Site Sketch (Southern Portion of Property)

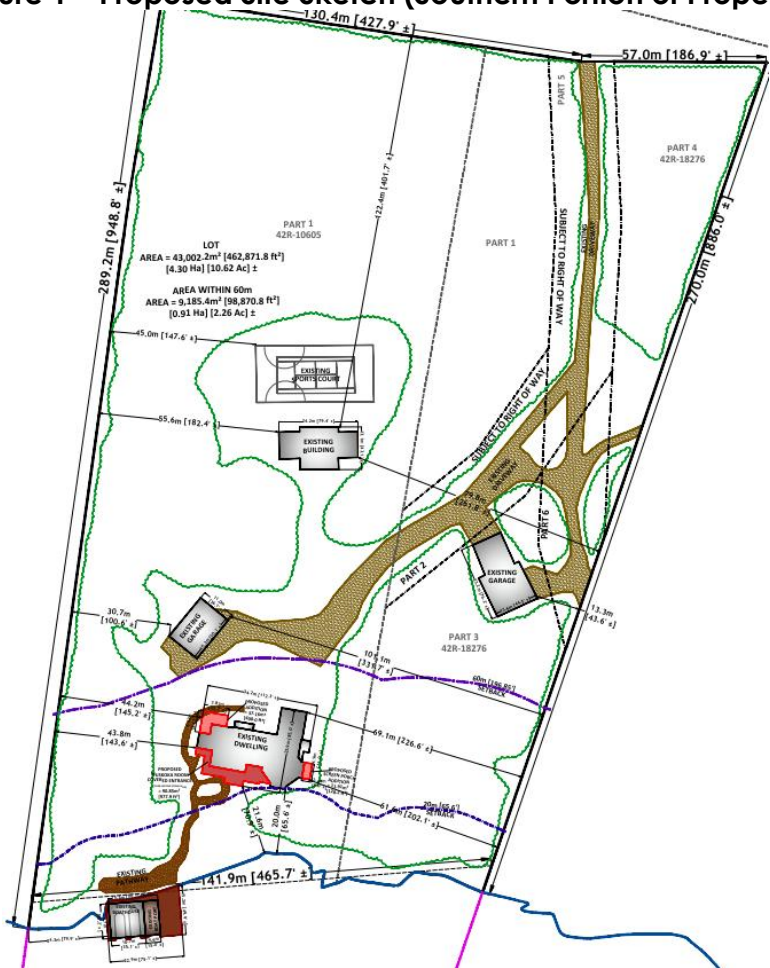


Figure 2 – Proposed Site Sketch (Enlarged Image)

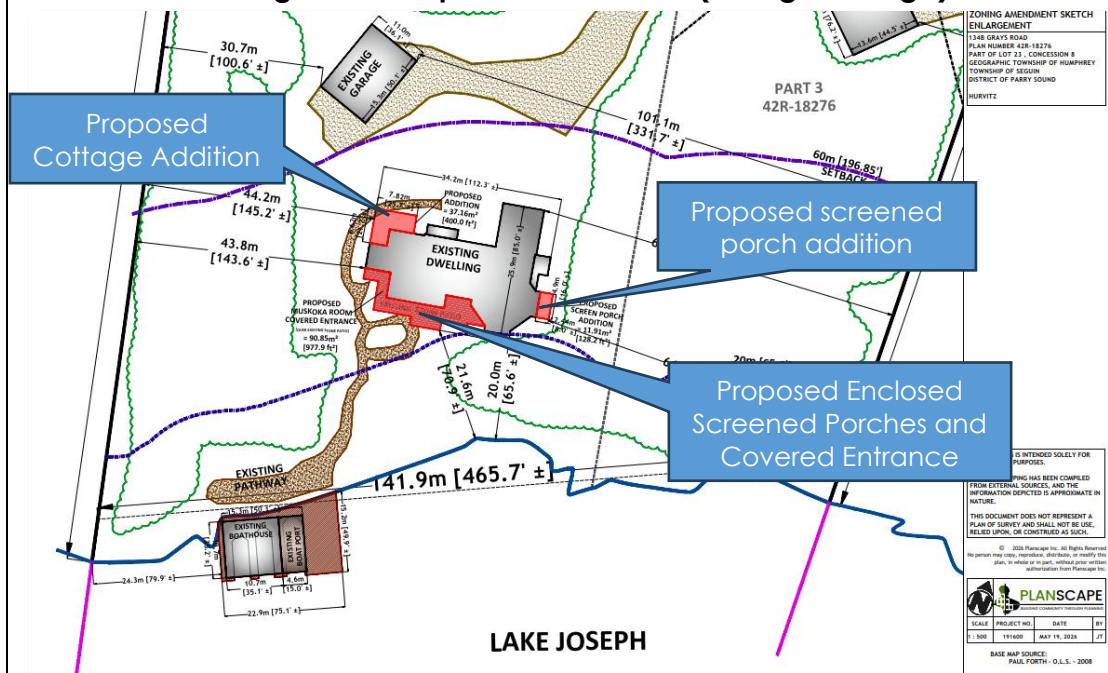
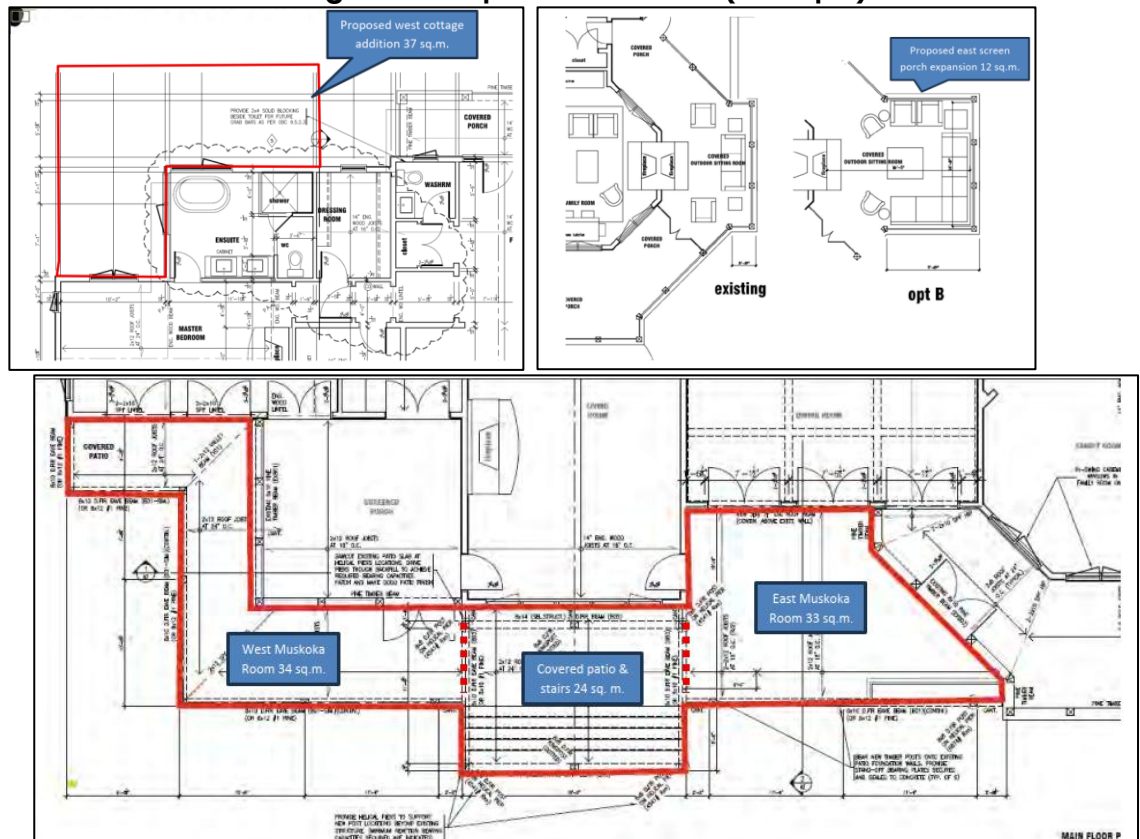


Figure 3– Proposed Floor Plan (Excerpts)



Internal and Agency Comments	Clerk: No objection Building: No objection Fire/By-law: No objection Public Works: No comments received Treasury: No objection Please note that all comments will be considered as part of the staff recommendation report to Council.												
Public Comments	At the time of writing this report, letters in support of the application have been submitted from the owners of 122 Grays Road, 124 Grays Road, 128 Grays Road, 134A Grays Road, and 146 Grays Road. Please note that all comments will be considered as part of the staff recommendation report to Council.												
Official Plan	Designations - Shoreline Area, Rural and Resource Area (the proposed development is within the Shoreline Area designation)												
Zoning	The southern portion of the lands (applicable to this application) is split zoned, with the eastern portion of the lands zoned Limited Service Residential (LSR), and the western portion of the lands zoned Limited Service Residential Exception Twenty-Four (LSR-24). Table 2 – LSR-24 special zone requirements <table><tr><th>Column 1 Exception Number</th><th>Column 2 Additional Permitted Uses</th><th>Column 3 Only Uses Permitted</th><th>Column 4 Uses Prohibited</th><th>Column 5 Special Zone Requirements</th><th>Column 6 Other Special Provisions</th></tr><tr><td>LSR-24 (By-law 2007-086 Amended by 2022-097)</td><td></td><td></td><td></td><td> - Maximum Lot Coverage within 60m of shoreline – 7% Notwithstanding Section 4.28.1 j), Table 4.4, on those lands zoned Limited Service Residential Exception “LSR-24”, a 1 ½ storey boathouse with attached boat port shall be permitted subject to the following: - Maximum of 3 boat slips, one of which shall be a boat port including deck above. - Maximum width and length of the boathouse shall be 10.7 metres. - Maximum width and length of the boat port shall be 4.6 metres and 10.7 metres respectively, excluding overhangs less than 0.6 metres. - The Maximum floor area of the boathouse and boat port shall be 162.6 square metres. - Minimum Lot Area – 7 hectares - Minimum Lot Frontage – 100 metres (Lot is comprised of the LSR-24 and LSR-146 Zones) </td><td></td></tr></table> Staff note that the boathouse provisions of the former LSR-24 Zone continue to apply to the subject lands and will be carried forward to the new site-specific LSR-Exception Zone. Based on a review of the previous planning approvals, the	Column 1 Exception Number	Column 2 Additional Permitted Uses	Column 3 Only Uses Permitted	Column 4 Uses Prohibited	Column 5 Special Zone Requirements	Column 6 Other Special Provisions	LSR-24 (By-law 2007-086 Amended by 2022-097)				- Maximum Lot Coverage within 60m of shoreline – 7% Notwithstanding Section 4.28.1 j), Table 4.4, on those lands zoned Limited Service Residential Exception “LSR-24”, a 1 ½ storey boathouse with attached boat port shall be permitted subject to the following: - Maximum of 3 boat slips, one of which shall be a boat port including deck above. - Maximum width and length of the boathouse shall be 10.7 metres. - Maximum width and length of the boat port shall be 4.6 metres and 10.7 metres respectively, excluding overhangs less than 0.6 metres. - The Maximum floor area of the boathouse and boat port shall be 162.6 square metres. - Minimum Lot Area – 7 hectares - Minimum Lot Frontage – 100 metres (Lot is comprised of the LSR-24 and LSR-146 Zones)	
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	minimum lot area and frontage provisions associated with the LSR-24 Zone appear to have been intended for the neighbouring property to the west, which is also zoned LSR-24. As such, these site-specific provisions would not apply to, or be carried forward under, the proposed new exception zone. The northern portion of the lands is zoned Open Space Two – Exception Eight (OS2-8). The OS2-8 Zone prohibits buildings and structures on that portion of the property. Figure 5 shows a keymap with the existing zoning on the property.
Access	Grays Road (private)
Lot Size and Frontage	Lot size: +/- 6.9 hectares Frontage: +/- 141 metres (Lake Joseph)
Existing Development and Site Characteristics	- The property contains a cottage, two garages, a pavilion, a sports court and a boathouse and associated dock. - The property is largely forested, with mature mixed vegetation providing screening along the side lot lines and around portions of the shoreline. Development is generally situated on a flatter central area, while the surrounding terrain rises toward heavily treed uplands with areas of notable slope. - The neighbouring properties are used for waterfront recreational and residential purposes. Lands to the north consist of large rural forested parcels. - The existing cottage and the proposed additions are outside of the 20 metre water setback.

Figure 4 – Site Photos

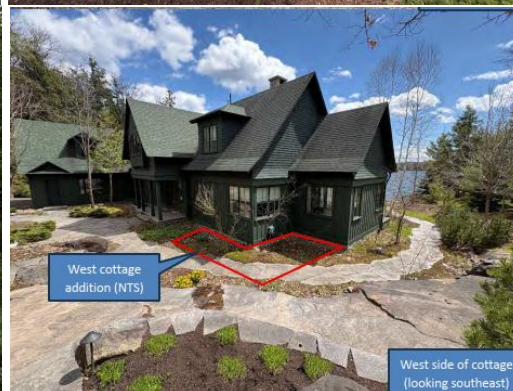
View Towards Cottage from Shoreline



View Towards Lake
(East Side of Cottage)



View Towards Lake
(West Side of Cottage)



Supporting Studies	Planning Justification Report by Planscape – Schedule B ○ The report states that the proposed site-specific zoning would more accurately reflect the existing and proposed development pattern, while also carrying forward the applicable boathouse provisions of the former LSR-24 Zone. ○ With respect to the Official Plan, the report finds that the proposal conforms to the intent of the Shoreline Area designation, maintains the required 20 metre shoreline setback, preserves existing tree cover and vegetative buffering, maintains the existing building height profile, and is not expected to create significant visual impacts from the shoreline. ○ The report concludes that the proposed amendment represents appropriate development, conforms to the applicable planning policy framework, and constitutes good planning.
Key Considerations and Next Steps	- The Official Plan highlights the standards for appropriate waterfront building design, including: ○ Ensuring that buildings are massed to recognize appropriate scale and not dominate the shoreline ○ Limiting lot coverage within the front 60 metres of the property, and requiring a 20-metre setback from the lake with buffering - Staff note that there is opportunity for additional vegetation within the first 20 metres of the shoreline. A re-vegetation plan for the shoreline area could be implemented through site plan control. A full recommendation and planning analysis will be brought forward for Council's consideration at a future Council meeting. The recommendation report will also consider public and agency comments.

Prepared By:



Lauren Rettie
Senior Planner

Reviewed By:



Taylor Elgie, MCIP, RPP
Director of Planning



Jason Inwood
Chief Administrative Officer

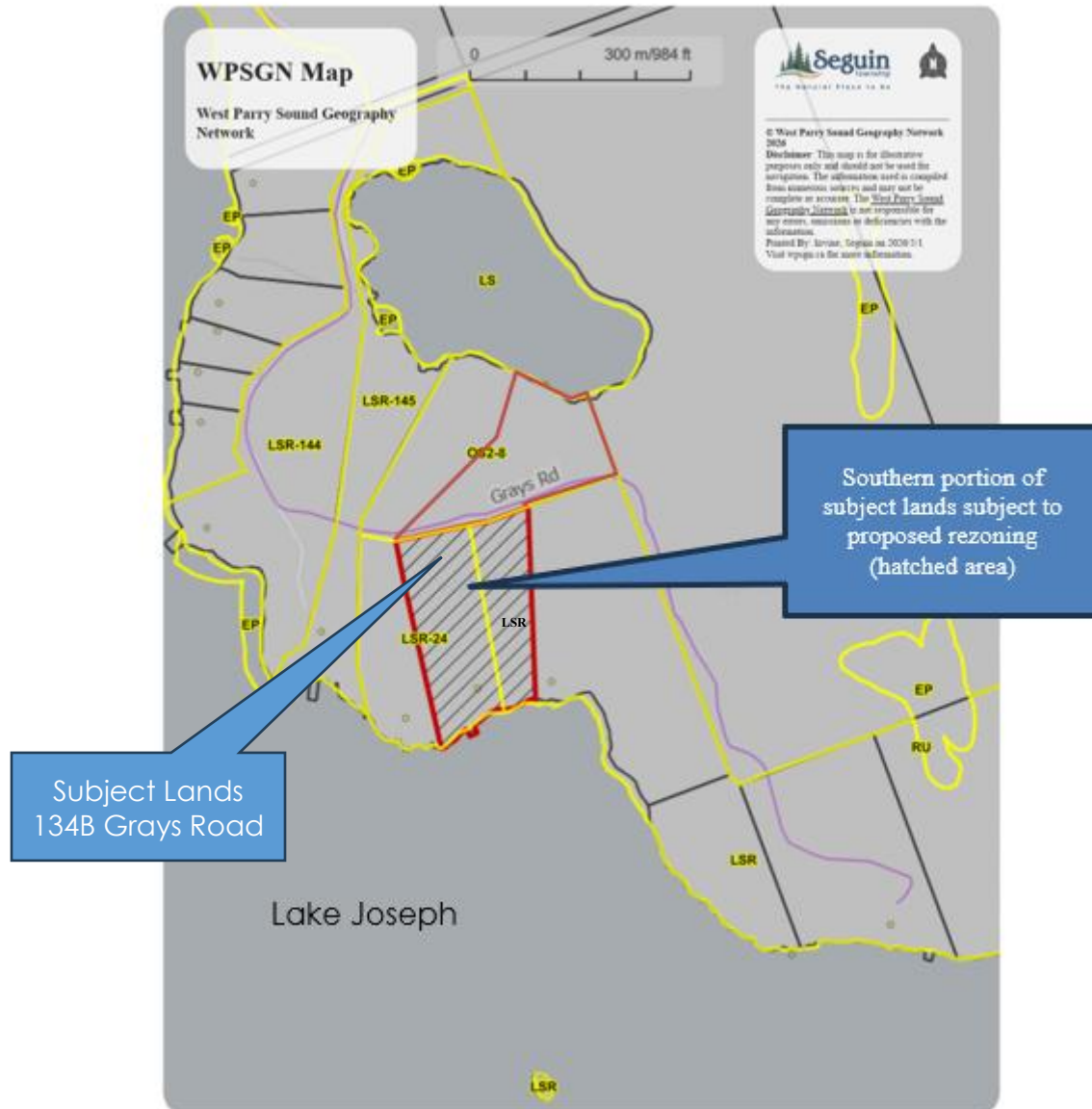
Attachments:

Schedule A – Application

Schedule B – Planning Justification Report by Planscape Inc.

Schedule C – Public Comments

Figure 5: Key Map





Township of Seguin
Application for
ZONING BY-LAW AMENDMENT

OFFICE USE ONLY		Date Stamp: May 22/2026
Application No.: R- 2026-0013-H -		
File Name: Hurvitz		
Civic Address: 134B Grays Rd		
Application Complete:	Fee Received:	
☒ Yes ☐ No	☒ Yes ☐ No	

ROLL # 4903 010 003 11040

0000

Did you pre-consult with the Township Planning Department? ☒ Yes ☐ No

Please submit a copy of your completed "Pre-Consultation Form".

Pre-consultation Date: 24-Apr-2026

Attending Planner: Lauren Rettie

1. CONTACT INFORMATION:

All communication will be directed to the Primary Contact only. Copies of correspondence will be sent to all parties and filed according to Township procedure.

Primary Contact: Adam Kozlowski, Planscape Inc.

a) Registered Owner(s): Garry Hurvitz

(List all owners and contact information if multiple exist)

Mailing Address: 195 Roe Ave. Toronto, ON M5M 2J1

Home Phone: _____ Home Fax: _____

Business Phone: 416 565 6077 Business Fax: _____

Email Address: ghurvitz@glhamc.com

b) Agent: Adam Kozlowski, Planscape Inc. _____

Mailing Address: 104 Kimberley Ave Bracebridge P1L 1Z8 _____

Home Phone: _____ Home Fax: _____

Business Phone: 705 645 1556 ex. 106 _____ Business Fax: _____

Email Address: akozlowski@planscape.ca _____

c) Planner: Same as agent above _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

d) Surveyor: _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

e) Solicitor: _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

f) Engineer: _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

2. DESCRIPTION OF SUBJECT LANDS

a) Concession(s): 8 _____

b) Lot(s): 23 _____

c) Registered Plan No. : _____ **Lot(s)/Block(s):** _____

d) Reference Plan No. : 42R 18276 **Part(s):** 1-6 _____

e) Geographic Township (former municipality): Humphrey _____

f) Civic Address: 134B Grays Road _____

g) Dimensions of subject lands:

Frontage (m)	Depth (m)	Area (ha)
141.9 Lake Joseph 90 Fraser Lake	450m, varies	6.94

h) Official Plan (current designation of subject lands):

Shoreline Area

i) How does the application conform to the Official Plan:

See submitted planning justification brief.

j) Are there any easements or right-of-ways affecting the subject lands?

- ☒ Yes
☐ No

If yes, indicate and describe the purpose of the easement or right-of-ways:

Reciprocal right of ways for 134A and 134B Grays Road shared driveway.

k) The subject land is within an area where zoning with conditions apply:

- ☐ Yes
☒ No

If yes, please attach an explanation of how the application conforms to the Official Plan policies relating to the zoning with conditions.

l) The subject land is within an area where the municipality has pre-determined the minimum and maximum density requirement or the minimum and maximum height requirements:

- ☒ Yes
☐ No

If yes, state the requirements:

LSR Zone prescribes maximum lot coverage within 60 metres of the shoreline
LSR Zone prescribed maximum main and accessory structure building heights.

m) The subject land is within an area of land designated under any provincial plan or plans:

- ☒ Yes
☐ No

If yes, does the application conform to or does not conflict with the applicable provincial plan or plans:

- ☒ Yes
☐ No

3. ZONING BY-LAW AMENDMENT

a) The current zoning of the subject land:

LSR, LSR-24 and LSR-146

b) The nature and extent of the proposed rezoning:

Establish new LSR-Exception Zone on property, remove split zoning on south portion of property. LSR-146 to remain on north portion.

c) The purpose of the proposed rezoning:

New LSR-Exception Zone would permit maximum lot coverage of 8.42%, boathouse provisions of LSR-24 will be carried over to new zone.

d) Dimensions of the proposed lands to be rezoned:

If only a portion of the subject property is being rezoned.

Frontage (m)	Depth (m)	Area (ha)
141.9	270-289	4.3

e) The application is to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement:

- ☐ Yes
☒ No

If yes, attach details of the Official Plan or Official Plan amendment that deals with the above matter.

f) The application is to remove land from an area of employment:

- ☐ Yes
☒ No

If yes, attach details of the Official Plan or Official Plan amendment that deals with the above matter.

g) The requested amendment to the Zoning By-law is consistent with the policy statements issued under subsection 3 (1) of the Act:

- ☒ Yes
☐ No

4. EXISTING AND PROPOSED USES

a) Date the subject land was acquired by the current Owner: Nov 2005

b) Existing uses of the subject land:

Shoreline residential - cottage, boathouse, accessory structures

c) Length of time that the existing uses have continued: Since 2005

d) Proposed uses of the subject land:

Cottage additions (muskoka rooms, covered porch, screen porch addition, cottage addition - approx. 1500sq ft total)

**Attach a separate description if necessary*

e) Date the existing building(s) or structure(s) on the subject land were constructed:

Type of building/ structure	Date Constructed
1. Cottage	2005
2. Boathouse	2005
3. Garages, pavilion	Post 2006
4.	

f) Location of all existing and proposed structures on the subject land (metric):

Existing:

Type of building/ structure	Front Yard (m)	Interior Side Yard (m)	Exterior Side yard (m)	Rear yard (m)
1.				
2.	SEE ATTACHED SITE SKETCH			
3.				
4.				

Proposed:

Type of building/ structure	Front Yard (m)	Interior Side Yard (m)	Exterior Side yard (m)	Rear yard (m)
1. Covered porch	21.6	43	n/a	225
2. Muskoka Rooms w&e	26, 21	43, 72	n/a	225, 230
3. West addition	39	44	n/a	200
4. East addition	22.9	61.6	n/a	226

**Attach separate sheet if more than 4 existing or proposed structures*

g) Dimensions of all existing and proposed structures on subject land.

Existing:

Building	Ground Floor Area (m ²)	Gross Floor Area (m ²)	# of Stories	Length (m)	Width (m)	Height (m)
1. Cottage	469	629	2	34.2	25.9	7.9
2. Boathouse	162	60 (upper)	1.5	10.7	15.3	6.7
3. lower garage	136		1	9.75	14	4.5
4. upper garage	270		1	23.2	13.6	4.5
5. pavilion	260		1	24.2	13.1	4.5

Proposed:

Building	Ground Floor Area (m ²)	Gross Floor Area (m ²)	# of Stories	Length (m)	Width (m)	Height (m)
1. Cottage	609	692*	2	36.6	25.9	7.9
2.						
3.						
4.						

*GFA increase includes converting existing 25.8 sq m screen room to living space + west addition

h) What are the adjacent land uses:

To the north: Rural lands, Fraser Lake

To the south: Lake Joseph

To the west: Shoreline residential

To the east: Shoreline residential

5. ACCESS

a) Access to the subject land is provided by:

- ☐ Provincial highway
- ☐ Municipal road (year round)
- ☐ Municipal road (seasonal)
- ☒ Private road / Right-of-Way
- ☐ Other road
- ☐ Water

b) If access to the subject land is by water only, indicate the following:

Provide written confirmation of parking and docking facilities.

Docking facility: _____

Distance from docking to subject land: _____

Distance from docking to nearest public road: _____

Parking facility: _____

Distance from docking to parking: _____

Distance from parking to nearest public road: _____

6. SERVICES

a) Water is provided to the subject land by:

- ☒ Private well
- ☐ Privately owned/operated communal well
- ☐ Lake or other water body
- ☐ Other: _____

b) Sewage disposal is provided to the subject land by:

- ☒ Private sewage system
- ☐ Privately owned/operated communal sewage system
- ☐ Privy
- ☐ Other: _____

c) Storm drainage is provided to the subject land by:

- ☐ Ditches
- ☐ Swales
- ☒ Natural
- ☐ Other: _____

7. OTHER APPLICATIONS

Indicate if the subject land is the subject to any applications currently under the Planning Act:

Application	File #	Status
Plan of Subdivision/ Condominium (Section 51)		
Consent (Section 53)	B-2025-0013-H	Complete
Minor Variance (Section 45)	2008 - sink in pavilion	Complete
Zoning By-law (Section 34)	R-2025-0010-H	Complete
Official Plan (Section 22)		
Site Plan (Section 41)		

8. DIRECTIONS: HOW TO GET THERE

Civic Address: 134B Grays Road

Directions from Seguin Township Office (5 Humphrey Dr. Hwy 141) to your site:

141 east to Clear Lake Road, left on Grays Road to #134B. Press button at gate for access. Stay to the right at the driveway split.

9. EXPLANATION

An explanation of how the application for an amendment to the Zoning By-Law is consistent with the policy statements issued under subsection 3(1) of the act:

Expansion of a permitted recreational dwelling on Rural Lands within municipality. No other matters of Provincial interest.

10. PUBLIC CONSULTATION

A Proposed strategy for consultation with the public with respect to the application.

Public Meeting and circulation per Section 34 of the Planning Act.

9. PLANS REQUIRED

Please attach a copy of the sketch, site plan or survey **drawn to scale, in metric.**

One copy must be submitted on 8.5" x 11" paper and an electronic version in Adobe Acrobat pdf format.

Minimum requirements will be a sketch showing the following:

- ☐ The boundaries and dimensions (frontage, depth and area) of the subject land.
- ☐ Indicate the area to be rezoned.
- ☐ The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front lot line, rear lot line and the side lot lines.
- ☐ The approximate location of all topographical, natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the Applicant, may affect the Application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.
- ☐ The current uses on land that is adjacent to the subject land.
- ☐ The location and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public road, a private road or a right-of-way.
- ☐ If access to the subject land is by water only, the location of the parking and docking facilities to be used.
- ☐ If the subject land has lake frontage, label the lake name.
- ☐ The location and nature of any easement affecting the subject land.
- ☐ North arrow and scale.

10. AUTHORIZATION BY OWNER

Applicable if an Agent is making this application on your behalf.

If the Applicant is not the Owner of the subject land of this Application, the written authorization of the Owner stating that the Agent is authorized to make the Application on their behalf must be included with this application form or the authorization set out below must be completed.

Please Note: If the Owner is an incorporated company, authorization of the appropriate signing officer(s) is required in accordance with the company's by-laws.

I (we), _____ See attached authorization. _____ the undersigned,
Registered Owner(s)
being the Registered Owner(s) of the subject land, hereby authorize
_____ to act as my Agent with respect to the
Agent
preparation and submission of this Application.

Signature of Owner

Date _____

Signature of Owner

Date _____

11. FREEDOM OF INFORMATION AND PRIVACY

Personal information contained in this form, collected and maintained pursuant to Section 34 of The Planning Act, will be used for the purpose of responding to the Application and creating a public record. The Owner's Signature acknowledges that "personal information [is] collected and maintained specifically for the purpose of creating a record available to the general public;" per Section 14(1)(c) of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M. 56.

The applicant acknowledges that the Township considers the application forms and all supporting materials, including studies and drawings, filed with this application to be public information and to form part of the public record. With the filing of an application, the applicant consents to the Township photocopying and releasing the application and any supporting material either for its own use in processing the application or at the request of a third party, without further notification to or permission from the applicant. The applicant also hereby states that it has authority to bind its consultants to the terms of this acknowledgement. Questions regarding the collection of information should be directed to the Director of Planning at the Township of Seguin at (705) 732-4300.

X

Signature of Owner

Date

May 19 2026 X

Signature of Owner

Date

X

Signature of Witness

Jennifer Lomoro

Date

May 19, 2026 X

** This Section needs to be completed by the **Owner** **

12. DECLARATION OF OWNER/AGENT

Must be signed by the Owner(s)/Agent in the presence of a Commissioner.

I Adam Kozlowski (Owner(s)/Agent) of the
(Name of Owner(s)/Agent)

Town Bracebridge of Bracebridge in the
(Town/Township/City) (Name of Town/Township/City)

County/District/Regional Municipality of Muskoka do
solemnly declare that all of the statements contained in this Application are
true and I make this solemn declaration conscientiously believing it to be
true and knowing that it is of the same force and effect as if made under
oath and by virtue of the Canada Evidence Act.

Declared before me at the Town of Bracebridge
in the District of Muskoka
this 20th day of May, 2026.


Signature of Owner


Signature of Owner


Signature of Agent (if Applicable)


Signature of Commissioner

Matt Gower, a Commissioner, etc.,
District of Muskoka, for the Corporation of
the Town of Bracebridge.
Expires with termination of employment.

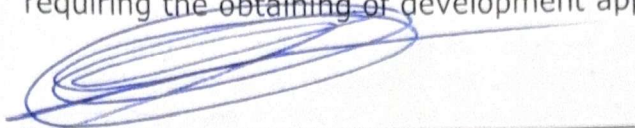
Commissioners Stamp

13. ADDITIONAL FEES AND ACKNOWLEDGEMENT

If Planning, Engineering and/or legal fees are incurred by the Township pertaining to this Application, the Applicant, by endorsing below, hereby agrees to submit the balance due, upon receipt of an invoice for same.

In consideration of being permitted to proceed with the application without first securing the required development approval(s), the registered owner(s) and agent hereby release and discharge the Township from any and all claims for liability, costs, expenses, damages, losses associated with or resulting from an inability to meet, or failure to meet, the conditions imposed in any conditional approval of the application in this matter requiring the obtaining of development approval(s).

X



Signature of Owner(s)/Agent

May 19 2026

Date

Please submit this application to the Township of Seguin Planning Department at:

**Township of Seguin
5 Humphrey Dr.,
Seguin, ON, P2A 2W8
Bus: 705-732-4300
Fax: 705-732-6347
Toll Free: 1-877-473-4846**

OWNER'S AUTHORIZATION

I, Garry Laurence Hurvitz, owning property described as:

Part of Lot 23, Concession 8, former Township of Humphrey; Pt RDAL in front of Lot 23, Con. 8 Pt 1, 42R10605; Pt 1 to 6, 42R18276; now in the Township of Seguin, in the District of Parry Sound,

Civic Address: 134B Grays Road

Roll Number: 4903 010 003 11040

hereby appoint **PLANSCAPE INC**, 104 Kimberley Avenue, Bracebridge, Ontario, P1L 1Z8 to act as agent in all planning matters for the property described above.

Date: **May 19, 2026**



Garry hurvitz (May 19, 2026 10:51:12 EDT)

Gary Hurvitz

FREEDOM OF INFORMATION AND PRIVACY

Personal information contained in this form, collected and maintained pursuant to The Planning Act, will be used for the purpose of responding to the Application and creating a public record. The Owner's Signature acknowledges that "personal information [is] collected and maintained specifically for the purpose of creating a record available to the general public;" per Section 14(1)(c) of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M. 56.

The applicant acknowledges that the Municipality considers the application forms and all supporting materials, including studies and drawings, filed with this application to be public information and to form part of the public record. With the filing of an application, the applicant consents to the Township photocopying and releasing the application and any supporting material either for its own use in processing the application or at the request of a third party, without further notification to or permission from the applicant. The applicant also hereby states that it has authority to bind its consultants to the terms of this acknowledgement.

The applicant hereby authorizes the members of Council, members of the Committee of Adjustment, members of the staff of the Township and designated consultants, to enter onto the above-noted property for the limited purposes of evaluating the application over the time this application is under review by the Township.

Date: **May 19, 2026**



Garry hurvitz (May 19, 2026 10:51:12 EDT)

Garry Hurvitz

May 19, 2026

Taylor Elgie, MCIP, RPP
Township of Seguin
5 Humphrey Dr.
Seguin, ON, P2A 2W8

Dear Mr. Elgie:

**Re: Zoning By-law Amendment Application – 134B Grays Road, Lake Joseph
Pt Lot 23, Con. 8 (Humphrey), Township of Seguin**

Please find enclosed a zoning by-law amendment application submitted on behalf of our client, Garry Hurvitz, for the property municipally known as 134B Grays Road on Lake Joseph in the Township of Seguin. The application seeks to remedy split zoning on the developed shoreline portion of the lot and permit a modest increase in lot coverage within 60 metres of the shoreline to accommodate minor additions to the existing cottage.

Specifically, the owner proposes to enclose the existing stone patio in front of the cottage to create two screened Muskoka rooms, extend the roofline to cover the patio and stairs between them, add a small ground-floor addition on the west side of the cottage, and expand the existing screened porch on the east side. Together, these improvements require a minor lot coverage increase of 1.5% above the existing building coverage within 60 metres of the shoreline.

The developed portion of the property adjacent to Lake Joseph is currently split-zoned between the LSR-24 Zone and the LSR Zone. Through pre-consultation with Planning Staff, it was determined that a zoning by-law amendment is the appropriate mechanism to establish a new site-specific Limited Service Residential Exception Zone that reflects the existing development pattern and permits the proposal as follows:

- Permit maximum lot coverage of 8.42% within 60 metres of the shoreline, which would include the existing cottage and boathouse, and proposed cottage additions.
- The boathouse provisions of the former LSR-24 Zone will continue to apply to the subject lands and will be carried forward to the new site-specific LSR-Exception Zone.

The submission package includes the following items:

- A complete Zoning By-law Amendment application (fee to be paid separately by the owner);

- An Owner's Authorization and parcel register;
- A site sketch, site photos and floor plans of the proposed cottage additions. Please note, finalized floor plans for the west cottage addition are not yet available, but the footprint is included within the requested lot coverage increase;
- A planning justification brief (below); and
- Letter of support from adjacent neighbours.

To assist in your review and the Committee's consideration of the application, a brief planning justification has been provided below.

I trust this is satisfactory; however, should you have any questions or require additional information, please do not hesitate to contact us.

PLANSCAPE INC.



Adam Kozlowski, MCIP, RPP
Senior Planner

1.0 Property Details

The subject property is legally described as Part Lot 23, Concession 8 (Humphrey), and known municipally as 134B Grays Road. **Figure 1** shows a map of property location. **Figure 2** shows an air photo of the subject lands in greater detail. **Figure 3** is an excerpt from the full site sketch which is attached as Appendix 'A'. **Figure 4** is a terrain map showing property slopes and relief.

The subject property is approximately 6.94 hectares in size with 141.9 metres of frontage on the northeast shore of Lake Joseph and is located approximately 1.5 km southeast of Lake Joseph Centennial Beach. The property is accessed directly from Grays Road, which is a privately maintained road. The property is developed with a 2-storey cottage, 1.5 storey 2-slip boathouse with attached boat port, two single storey detached garages, a sports court and a pavilion building (see Figure 3). The property was subject to a lot addition (B-2025-0013-H) and zoning by-law amendment (R-2025-0010-H) that added 2.6ha of land to the north of the property and 90 metres of frontage on Fraser Lake. The proposed rezoning does not affect or involve the lands previously conveyed through the 2025 lot addition.

Most of the property is densely vegetated with a mix of coniferous and deciduous trees along the side lot lines abutting neighbouring dwellings, on the west side of the shoreline area in front of the boathouse, and east of the cottage. A pathway from the cottage provides access to the boathouse and dock. The cottage itself is setback 20 metres from the shoreline to the southeast corner of the building, and 38 metres to the northwest corner. Lands to the east, west and south consist primarily of large waterfront residential properties. Lands to the north consist of large rural forested parcels.

Figure 1: Location Map



Figure 2: Air Photo of Subject Lands (south portion developed area)



Figure 3: Site Sketch – south portion (excerpt)

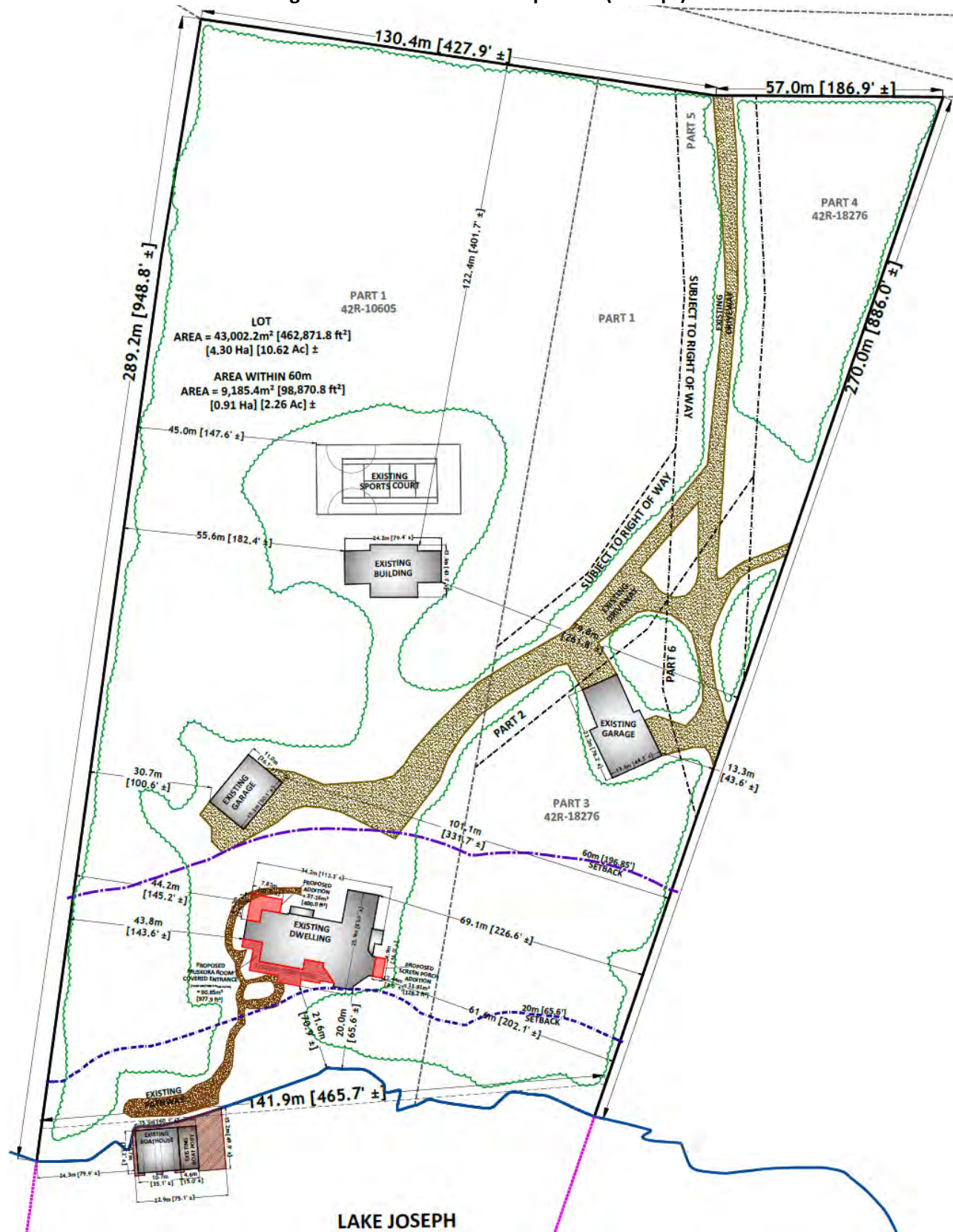
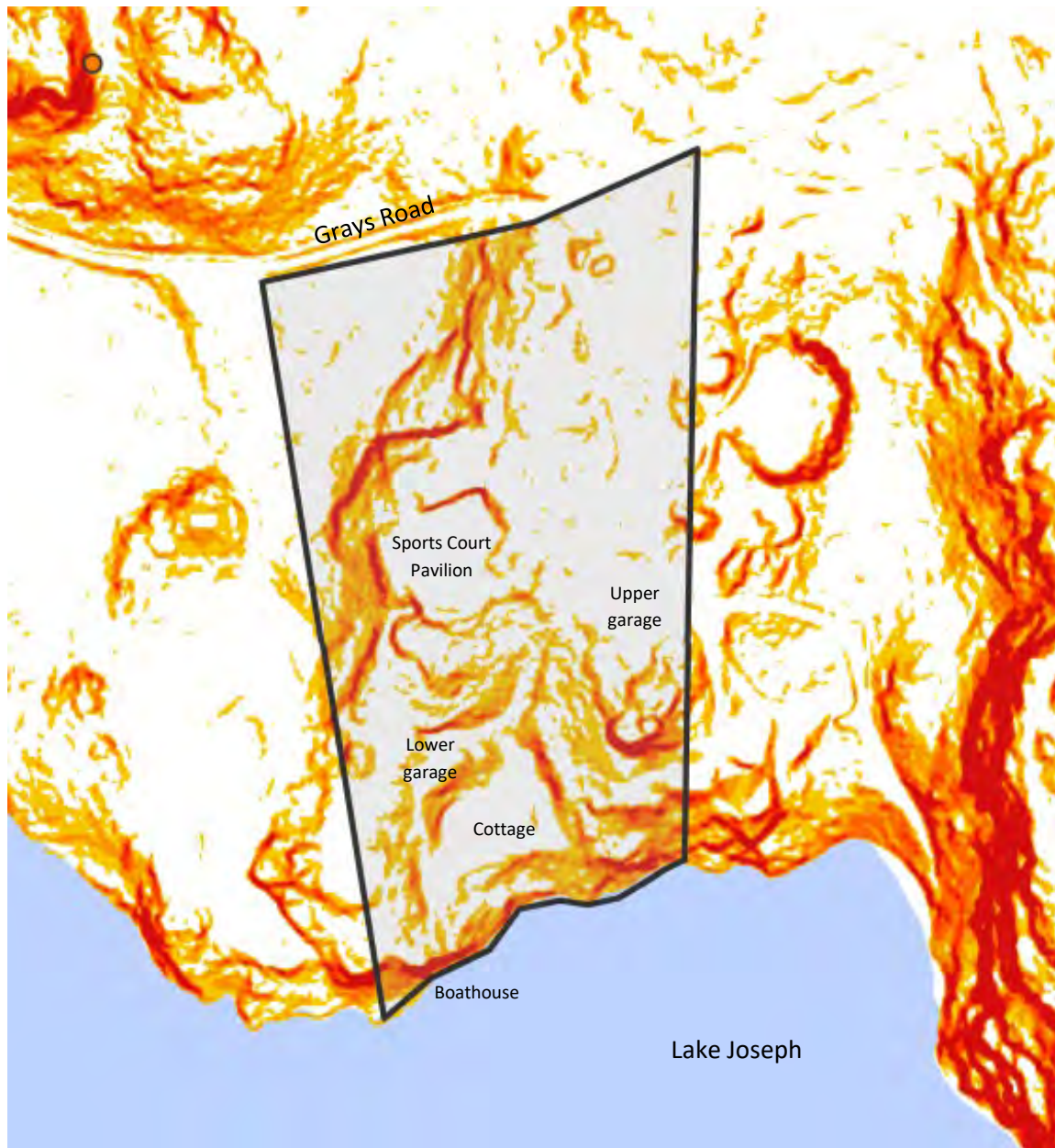


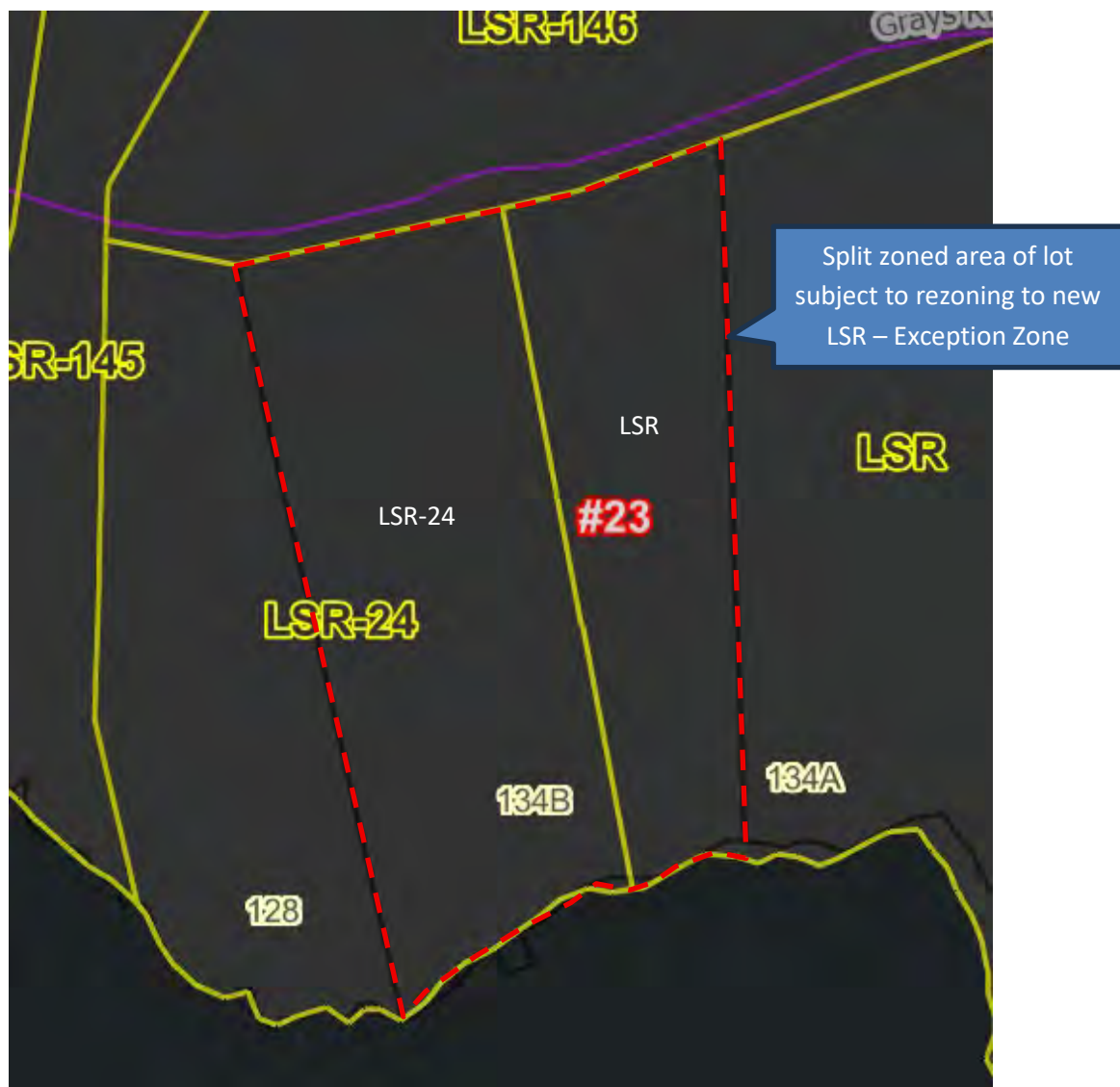
Figure 4: Property Slope & Terrain Map – south portion



The subject lands consist predominantly of upland area in the northeast portion of the property, where steeper slopes toward the neighbouring property are located along the west side lot line. The topography to the east and west of the cottage is higher in elevation and areas of steeper slopes extend well inland. The cottage and lower-level garage are contained within a central plateau area, where the sports court and pavilion and upper-level garage are in the upland area. The cottage envelope is surrounded on 3 sides by higher elevations that are heavily treed.

The southern developed portion of the subject lands are currently split-zoned LSR-24 Zone and LSR Zone; the LSR-24 Zone makes up the west half of the lot, and the LSR Zone is on the east half of the lot. The cottage and boathouse are located within the LSR-24 Zone which prescribes, amongst other things, maximum lot coverage of 7%, and minimum lot frontage of 100 metres. The existing lot coverage within the LSR-24 Zone is 10.3%, and the property has shoreline frontage of 141.9 metres; this zone prescribes provisions that do not accurately reflect the lot frontage or lot coverage of existing development, or of the property dimensions. It is unclear how the provisions of the LSR-24 Zone were interpreted or applied when the cottage and boathouse were developed.

Figure 5: Existing split zoning of south portion of subject lands



2.0 Development Proposal

The owner proposes to extend the main cottage roof over the existing stone patio and front stairs to create a 24 sq.m. covered entrance porch; extend the lower level roof and screen the patio space on either side of the entrance to create two seasonal Muskoka rooms having floor areas of 34 sq. m. and 33 sq. m.; construct a 37 sq. m ground-floor bedroom and washroom addition on the west side of the cottage; and construct a 12 sq. m. screened porch expansion on the east side of the cottage. In total, the additions would increase lot coverage within 60 metres of the shoreline to 8.42%, representing an approximate 1.5% increase in lot coverage over the existing combined building footprints.

Figure 6: Proposed Cottage Additions

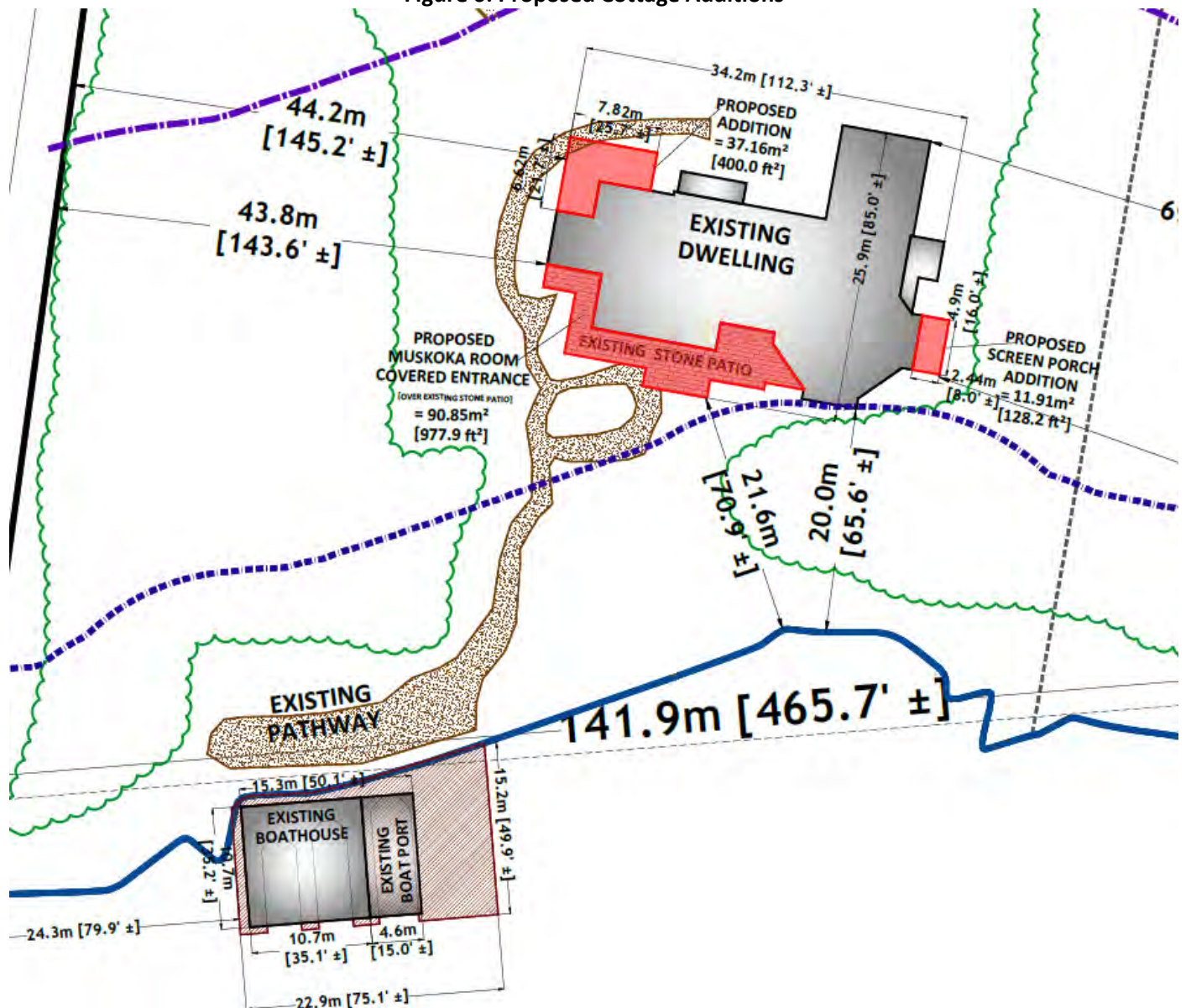
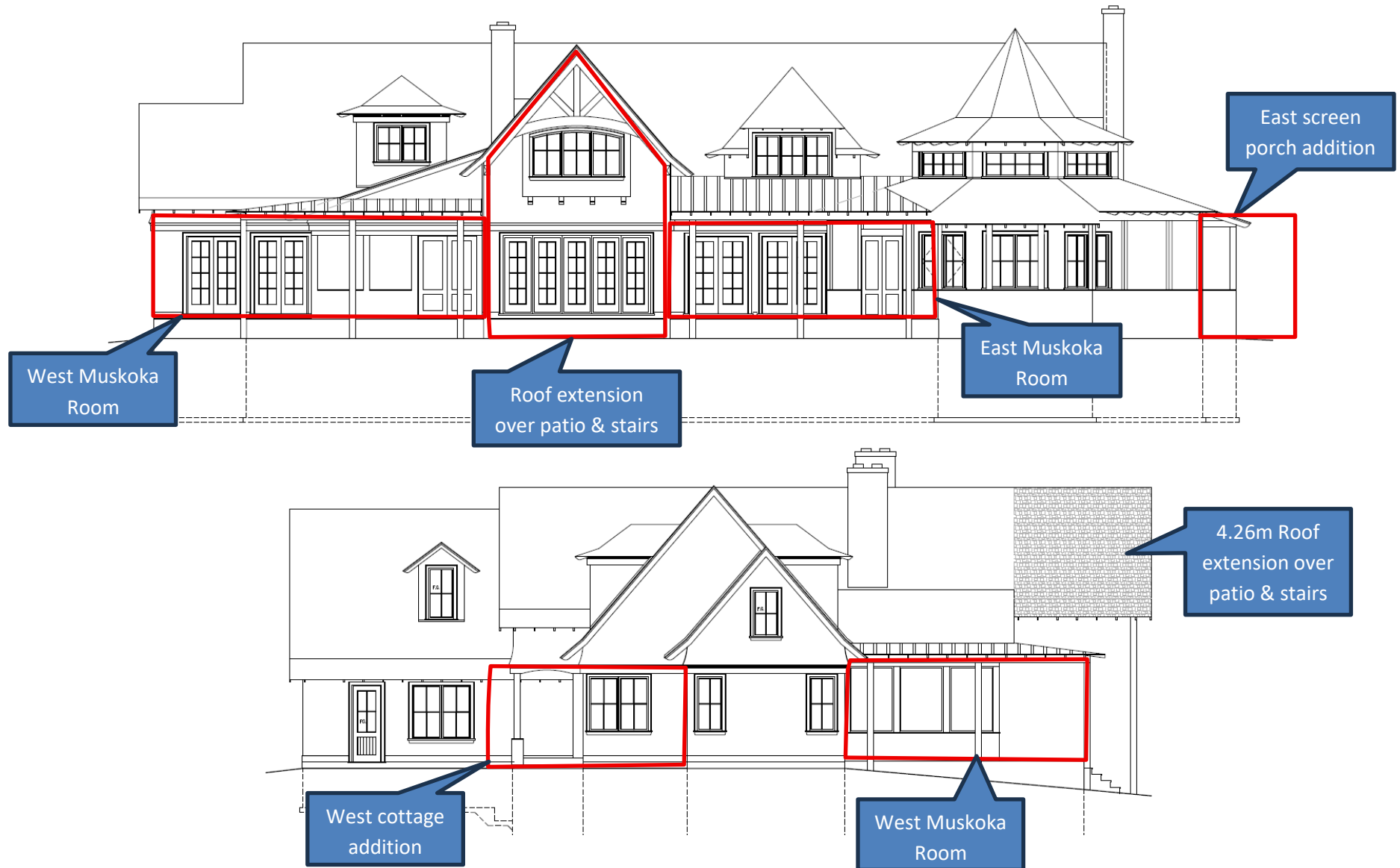


Figure 7: Proposed Muskoka Rooms, Covered Entrance and Cottage Additions Lakeside and East Elevations



The main floor plan illustrates the layout of the Muskoka cottage, highlighting three primary areas: the West Muskoka Room (34 sq.m.), the Covered patio & stairs (24 sq.m.), and the East Muskoka Room (33 sq.m.). The plan is densely annotated with structural details, including beam specifications (e.g., 8x10 DFR DAVE BEAM, 2x12 ROOF JOIST), joist layouts, and foundation requirements. Key structural notes include: 'REMOVE EXISTING PATIO SLAB AT HELICAL PIERS LOCATIONS, DRIVE PIERS THROUGH SMOORILL TO ACHIEVE REQUIRED BEARING CAPACITIES, PATCH AND MAKE 3000 PADS FINISH', 'PROMOTE HELICAL PIERS TO SUPPORT NEW POST LOCATIONS, REMOVE EXISTING STRUCTURE, MINIMUM REACTION BEARING CAPACITIES REQUIRED ARE INDICATED', and 'BEAR NEW THIMBER POSTS ONTO EXISTING PATIO FOUNDATION WALLS, PROMOTE STAND-OFF BEARING PLATES SECURED AND SEALED TO CONCRETE (TYP. OF S)'. The plan also shows various rooms such as the Living Room, Dining Room, Kitchen, and Family Room, along with a covered patio and a staircase. Dimensions and material specifications are provided throughout the drawing.

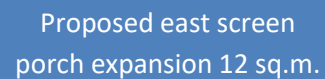
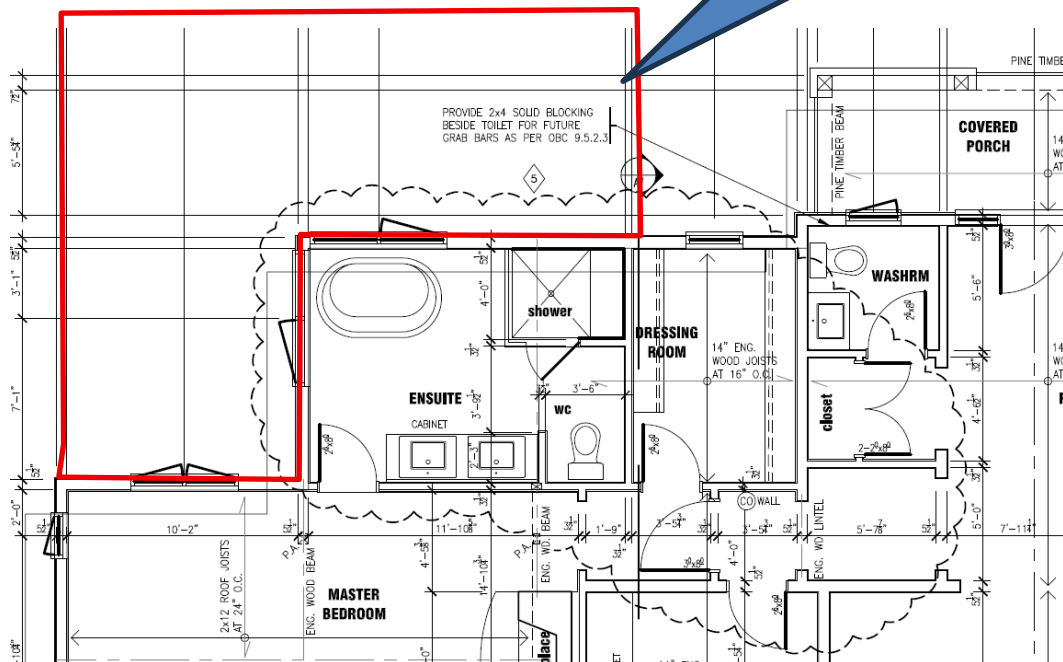
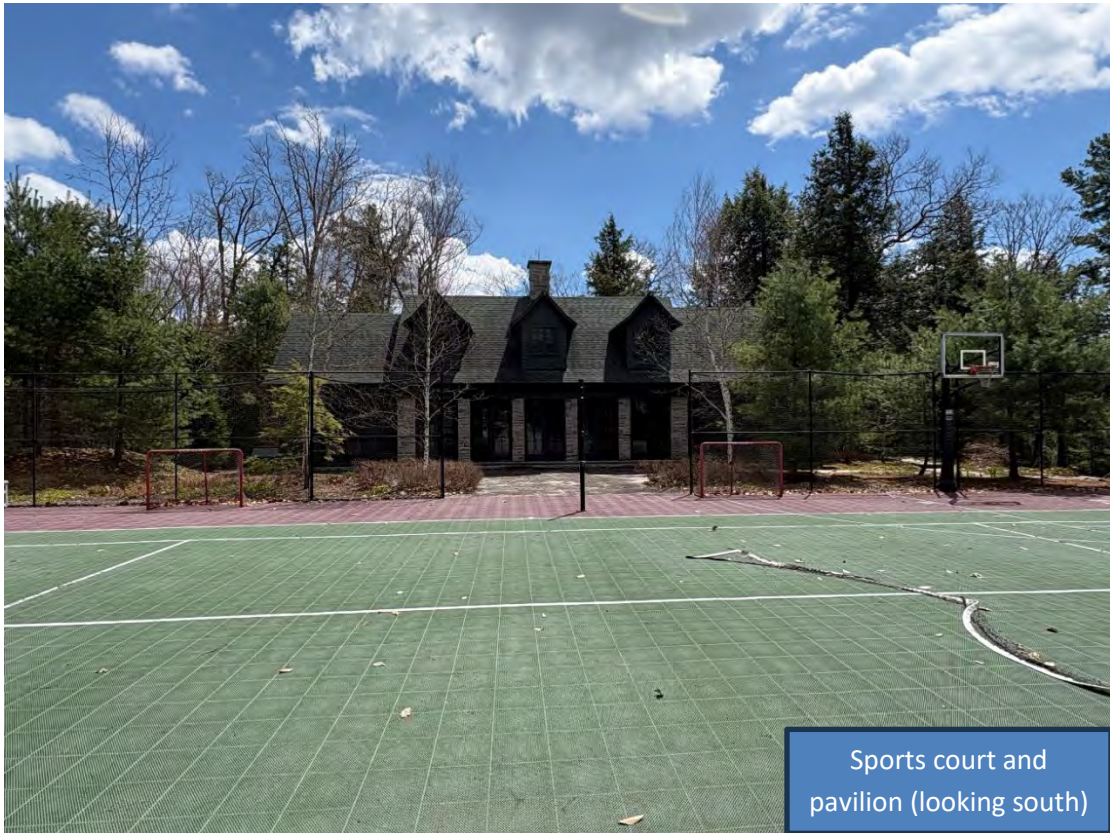


Figure 9: Site Photos





Sports court and
pavilion (looking south)



Pavilion (looking north)

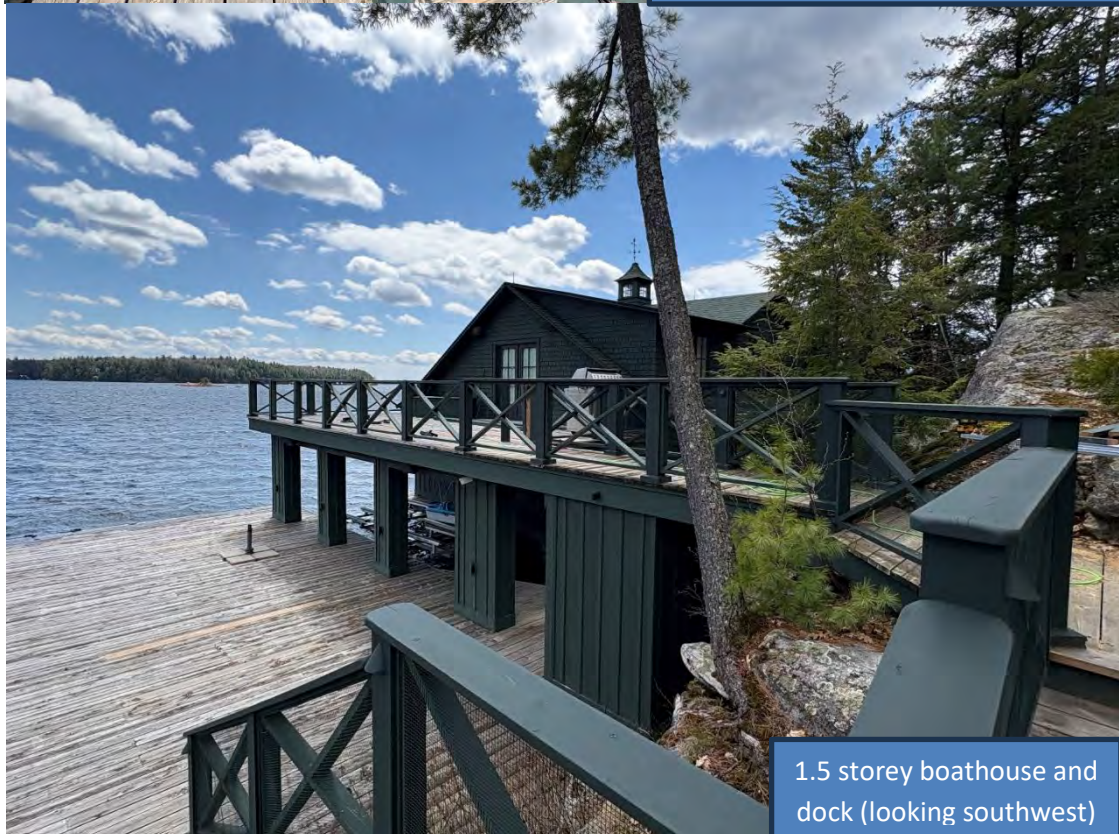


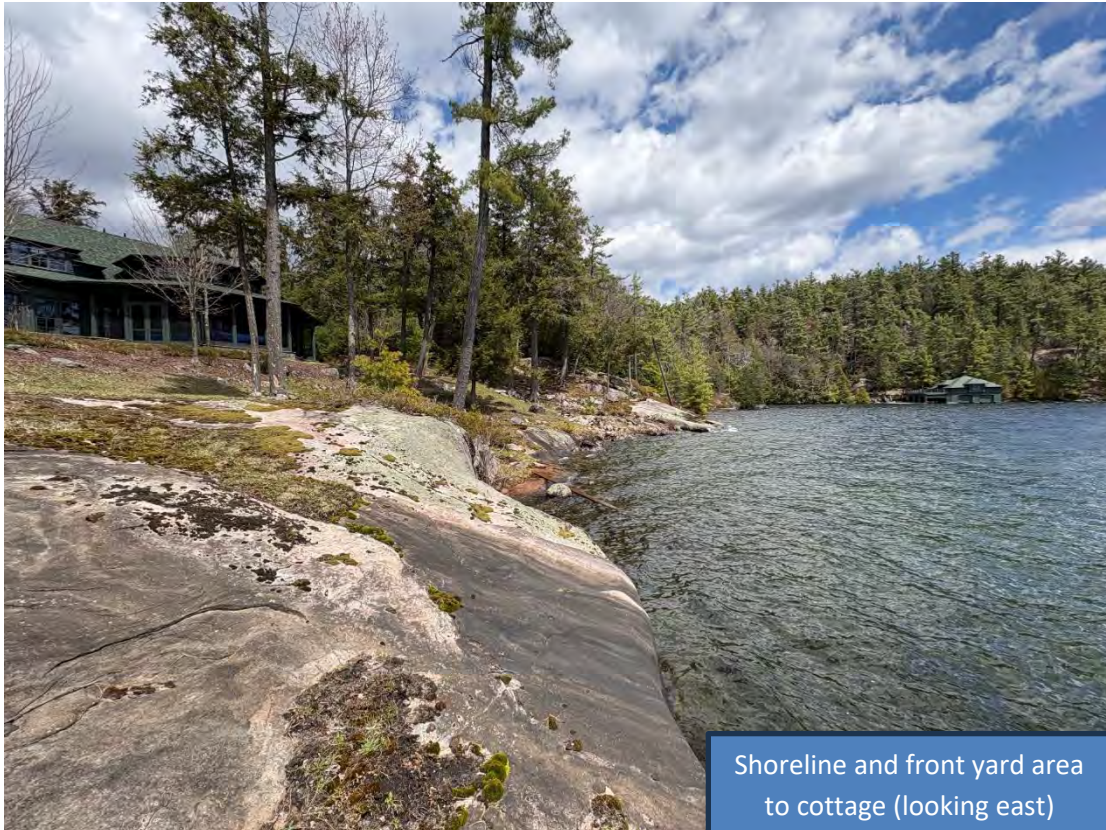


















The purpose and intent of the application is to rezone the southern portion of the subject lands from the Limited Service Residential - Exception Twenty-Four (LSR-24) Zone and Limited Service Residential (LSR) Zone to the Limited Service Residential – Exception (LSR – Exception) Zone to remedy the split zoning of the property, and to permit an increase in lot coverage within 60 metres of the shoreline to permit the cottage additions as follows:

Table 1 – Proposed Site-Specific Zone Provisions

Exception Number	Special Zone Requirements
LSR - _____	- Maximum lot coverage within 60m of the shoreline = 8.42% *Notwithstanding Section 4.28.1 j), Table 4.4, on those lands zoned Limited Service Residential Exception “LSR-_____”, a 1 ½ storey boathouse with attached boat port shall be permitted subject to the following: - Maximum of 3 boat slips, one of which shall be a boat port including deck above. - Maximum width and length of the boathouse shall be 10.7 metres. - Maximum width and length of the boat port shall be 4.6 metres and 10.7 metres respectively, excluding overhangs less than 0.6 metres. - The Maximum floor area of the boathouse and boat port shall be 162.6 square metres.

* The boathouse provisions of the LSR-24 will be retained in the new site specific LSR Zone.

The existing zoning provisions of the LSR-24 and LSR Zones and interpretation of the existing and proposed lot coverage provisions is discussed in Section 3.4 of this report.

3.0 Planning Analysis

The proposed development has been assessed in the context of applicable planning policies, sound land use principles, and the physical characteristics of the site. This section addresses the relevant planning framework, including the Provincial Planning Statement (2024), the Township of Seguin Official Plan, and the Township of Seguin Zoning By-law.

3.1 Provincial Planning Statement, 2024

Section 2.6 applies to the development of “Rural Lands” within municipalities, and states:

“2.6.1 On Rural Lands... permitted uses include b) resource-based recreational uses (including recreational dwellings not intended as permanent residences); c) residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services;

“2.6.2 Development that can be sustained by rural service levels should be promoted.”

The PPS supports low-density, waterfront residential development, including recreational dwellings and accessory structures. The application seeks to remedy the split-zoning of the subject lands to accurately reflect existing development, and to permit minor additions to the existing cottage. The application is consistent with the PPS (2024).

3.2 Growth Plan for Northern Ontario

The Growth Plan for Northern Ontario, released March 3, 2011, is a 25-year plan that provides guidance to align provincial decision-making and investment for economic and population growth in Northern Ontario. The Plan contains policies to guide decision-making about growth that promote economic prosperity, sound environmental stewardship, and strong, sustainable communities that offer northerners a high quality of life.

Section 6.1 explains that the natural environment is not just important as the basis for a strong economy, it also supports the health, quality of life and identity of northerners. Spectacular natural areas are considered a unique and irreplaceable part of Northern Ontario's heritage. The Plan supports sustainable development of natural resources and recognizes the need for climate change mitigation and adaption.

The rezoning application would normalize the zoning of the subject lands and contain site-specific provisions that limit lot coverage while permitting a modest addition to an existing recreational dwelling and will maintain all shoreline setbacks and not require site alteration. The rezoning application is consistent with the Growth Plan for Northern Ontario.

3.3 Township of Seguin Official Plan

The subject property is located within the Shoreline Area designation of the Township Official Plan. In accordance with C.3.1.2, this area is intended to be developed with low-density residential uses (i.e. cottages) which include accessory uses such as garages, docks, and other residential accessory buildings. This Plan includes specific objectives and policies relating to waterfront design, ensuring the quality of the lake environments are maintained or improved, the visual quality of the lake is preserved, and natural features of the shoreline area are protected, including fish habitat (C.3.1.1; C.3.1.3.10).

New development in the shoreline area shall be sensitive to the preservation of tree cover and vegetation wherever possible and set back at least 20 metres from the high-water mark (C.3.1.3.6). Waterfront development and design criteria are listed in Section C.3.1.3.11 a) to f) of the Official Plan and includes general provisions that limit lot coverage to a maximum of 10%, and places limits on building height, dwelling size, and preservation of topography and tree cover within waterfront areas. Roofscapes shall also be designed and incorporated into the design of the rest of the building. Where possible, roof lines should be kept below or not intercept the tree canopy. Development and redevelopment proposals in the shoreline area shall be designed and sited so that buildings are incorporated into the existing landscape, buffered, and in keeping with the character of the area (C.3.1.3.12).

Comments: This application seeks to recognize the existing development on the property and permit a minor 1.5% increase in lot coverage to accommodate two screened Muskoka rooms, a covered patio and stairs over an existing stone patio, a small west-side ground-floor addition, and a modest screened porch expansion on the east side of the cottage.

Based on a site inspection, the cottage and other buildings are finished in a forest green colour that helps them recede into the surrounding terrain and tree cover. The proposed Muskoka rooms would be formed by low-slope roof extensions over the existing patio and would not materially increase the apparent massing of the cottage. The covered patio would require a 4.26 metre extension of the main roof peak, but it would remain unenclosed, preserve views from the second floor, and maintain the required 20 metre shoreline setback.

The west cottage addition would expand existing washroom and bedroom space on the ground floor. Because it is located behind the principal lakeside façade and partially to the rear of the cottage, it would not be visible from the shoreline or from offshore viewpoints.

The east screened porch would modestly expand the sitting area beside the fireplace through a low-profile roof extension from the first storey. It would maintain the required 20 metre shoreline setback and, as a screened structure supported by posts, would not create a significant increase in visual massing.

Overall, the existing cottage roof peak does not exceed the height of the surrounding tree canopy, and because the building is surrounded by higher terrain that is well treed, the cottage is visually “enveloped” by natural vegetation. The existing main roof has a height of 7.9 metres which is under the maximum 10 metre permitted height, and there is no proposed increase to the existing main roof

height. The 3 accessory structures on the property are located beyond 60 metres from the shoreline and are not visible due to effective tree and vegetation screening and finished in a natural green colour.

The requested site-specific permission for 8.42% lot coverage within 60 metres of the shoreline remains below the Official Plan's general 10% lot coverage limit for waterfront areas. The proposal maintains all other applicable cottage development standards, including height and yard setbacks, and does not require blasting, topographic alteration, or the removal of existing tree cover or vegetation.

Through pre-consultation with Seguin Planning staff, it was noted that landscape enhancement of the area in front of the cottage will be requested if the application is approved, to be implemented through site plan control pursuant to Section 41 of the Planning Act. The owner concurs with this approach as the front yard area appears to have good potential to accommodate landscaping enhancements that will improve the natural visual buffer in the long term.

Based on the above, the zoning by-law amendment would conform with the general intent of the Seguin Official Plan with respect to controlling the massing and built form of residential structures within the Shoreline Area designation and ensuring that the natural character of the lakefront community is protected and enhanced where possible.

3.4 Township of Seguin Zoning By-law

The subject property is split-zoned between the LSR-24 zone and LSR Zone. Where properties are split-zoned, Section 3.6 v) of the Zoning By-law states *"where a lot falls into two or more Zones the Zone boundary dividing the lot shall be deemed to be a lot line for purposes of calculating required setbacks, and each portion of the lot shall be used in accordance with the provisions of this By-law for the applicable Zone"*. The permitted lot coverage within each zone, and the development potential of the entire property is summarized in the following table:

Existing Zoning	LSR-24 (west half of lot); LSR (east half of lot)
Lot frontage	141.9 m (total lot) 94 m (LSR-24 portion) 46 m (LSR portion)
Lot area in 60m of shoreline (LSR-24 Zone)	6121 sq m
Lot area in 60m of shoreline (LSR Zone)	3046.4 sq m
Lot area in 60m of shoreline (entire lot)	9185.4 sq m
LSR-24 Zone portion of property: Maximum lot coverage (60m) = 7% (428.5 sq m) Existing lot coverage = 10.3% (631.6 sq m) Minimum lot area = 7 ha Minimum lot frontage = 100 m	LSR Zone portion of property: Maximum lot coverage (60m) = 8% (243.7 sq m) Existing lot coverage = vacant Minimum lot area = existing Minimum lot frontage = existing
Maximum lot coverage - entire lot combined within 60 metres of shoreline	672.2 sq m

Proposed new development:

Proposed Muskoka rooms and covered porch – 92 sq m

Proposed west cottage addition – 37 sq m

Proposed east screen porch expansion – 12 sq m

Total proposed lot coverage (60m of shoreline, entire lot) – 8.42% (773.5 sq m)

Total increase above maximum permitted coverage for entire lot (60m of shoreline) = 101.3 sq m (1.5%)

Comments: The proposed site-specific zone would eliminate the current split-zoning condition, better reflect the existing development pattern, and permit the requested minor cottage additions. The cottage is well buffered from neighbouring properties, exceeds the minimum shoreline setback, and would be further supported by landscape enhancement through site plan control. In this context, the proposed zoning by-law amendment conforms to the intent of the Seguin Official Plan and represents appropriate development for the site.

4.0 Conclusion

This proposal would establish a new site-specific Limited Service Residential Exception zone that accurately reflects the existing development on the property and permits minor additions to the cottage, including covered and screened amenity space.

The amendment maintains the overall intent of the Official Plan in light of the property's physical and natural characteristics and represents a modest numerical increase in lot coverage. For these reasons, the proposed zoning by-law amendment is consistent with the Provincial Planning Statement (2024), conforms to the Township of Seguin Official Plan, and represents good planning.

Yours truly,

PLANSCAPE INC.



Adam Kozlowski, MCIP, RPP
Senior Planner

Appendix A - Site Sketch

Appendix B - Site Sketch Zoom-in

Appendix C - Cottage Elevations

Appendix D - Covered Porch Drawings

134B GRAYS ROAD
PLAN NUMBER 42R-18276
PART OF LOT 23 , CONCESSION 8
GEOGRAPHIC TOWNSHIP OF HUMPHREY
TOWNSHIP OF SEGUIN
DISTRICT OF PARRY SOUND
HURVITZ

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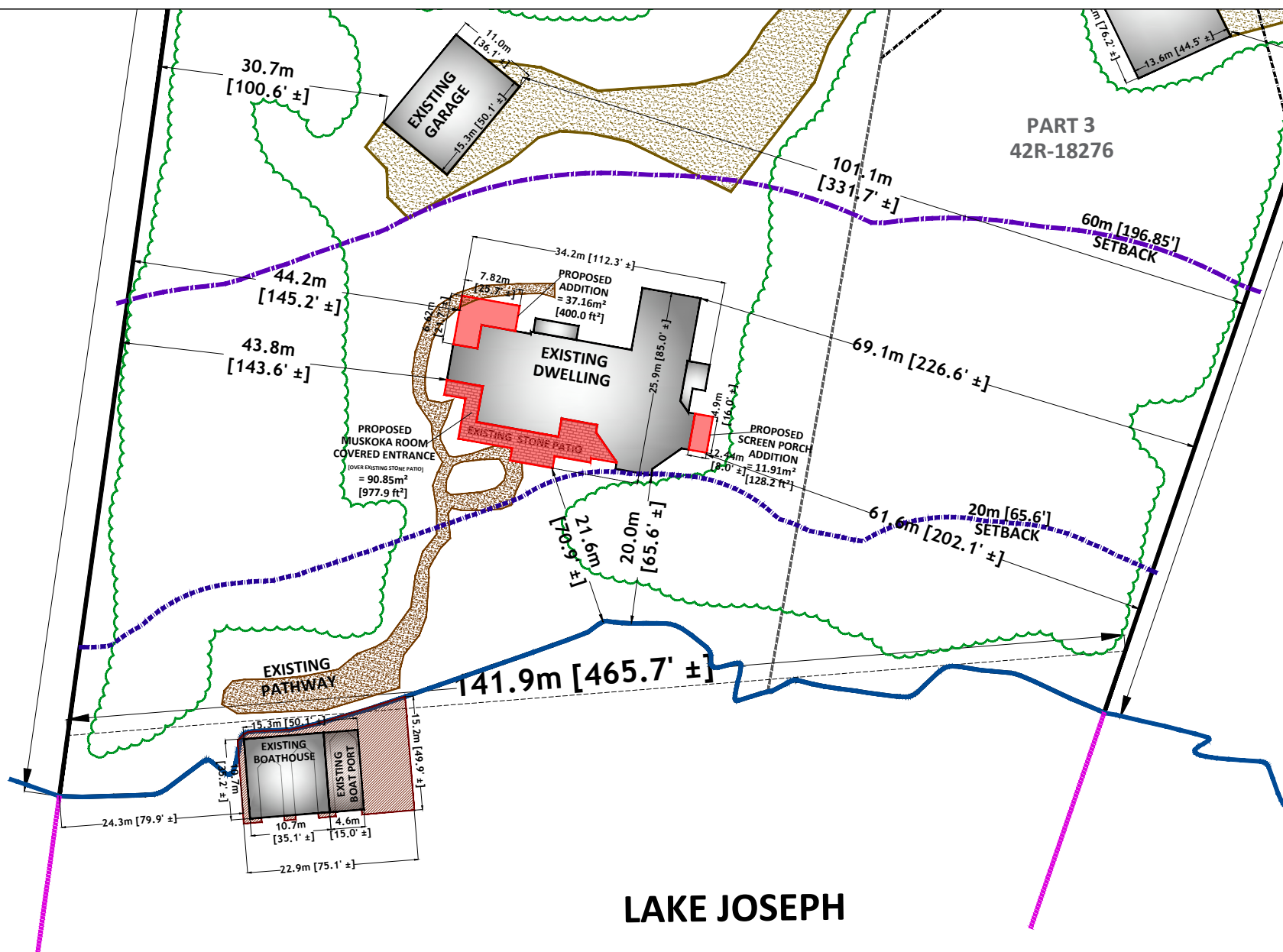
BASE MAP SOURCE:
PAUL FORTH - O.L.S. - 2008

Appendix B

ZONING AMENDMENT SKETCH ENLARGEMENT

134B GRAYS ROAD
PLAN NUMBER 42R-18276
PART OF LOT 23, CONCESSION 8
GEOGRAPHIC TOWNSHIP OF HUMPHREY
TOWNSHIP OF SEGUIN
DISTRICT OF PARRY SOUND

HURVITZ



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SCALE	PROJECT NO.	DATE	BY
1 : 500	191600	MAY 19, 2026	JT

BASE MAP SOURCE:
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Appendix C



1	COVERED PORCH ADDITIONS	SEP. 26/25
2	FINISHING AND ROOM REVISIONS	NOV. 25/25
3	GENERAL REVISIONS	OCT. 11/25
4	BUILDING PERMIT RE-ISSUE	AUG. 24/27
5	GENERAL REVISIONS	AUG.27/27
6	BUILDING PERMIT	SEP. 25/26

Revised to: Description: Date:

PROJECT
**New Cottage for
GARRY HURVITZ
134 GRAYS ROAD
Lake Joseph**

DRAWING
**FRONT AND LEFT
SIDE ELEVATIONS**

Author: Hurvitz
Drawn: Timothy van Koolster
Rev: HurvitzCottage.dwg
Date: September 2025
Job No.: 08153
Scale: 1/4" = 1'-0"

Sheet No.

A5



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GENERAL NOTES:

1. ALL INTERIOR UNITS WITHIN LOAD BEARING WALLS THIS FLOOR SHALL BE 2-2x10 SPY #2 OR BETTER, UNLESS NOTED OTHERWISE ON PLAN.
2. ALL EXTERIOR UNITS THIS FLOOR SHALL BE 2-2x10 SPY #2 OR BETTER, UNLESS NOTED OTHERWISE ON PLAN.
3. PROVIDE CONTINUOUS GAS-PROOF BARRIER BETWEEN ATTACHED GARAGE ROOM AND ALL OTHER PARTS OF BUILDING SPACES (1 LAYER DYPHAM BOARD TAPED AND FILLED), INCLUDE WEATHERSTRIPPING AND SELF-CLOSING DEVICES ON ALL INTERCONNECTING DOORS. ALL WINDOWS THIS BARRIER SHALL BE NON-OPERABLE.
4. PROVIDE SOLID BLOCKING WITHIN JOIST SPACE UNDER ALL CONCENTRATED LOAD LOCATIONS.
5. ALL ELECTRICAL WORK THIS BUILDING SHALL BE COMPLETED AS PER CBC SECTION 9.34. (ELECTRICAL FACILITIES)

Appendix D

1. BUILDING PERMIT

No. Issued to: Date: OCT. 31/25

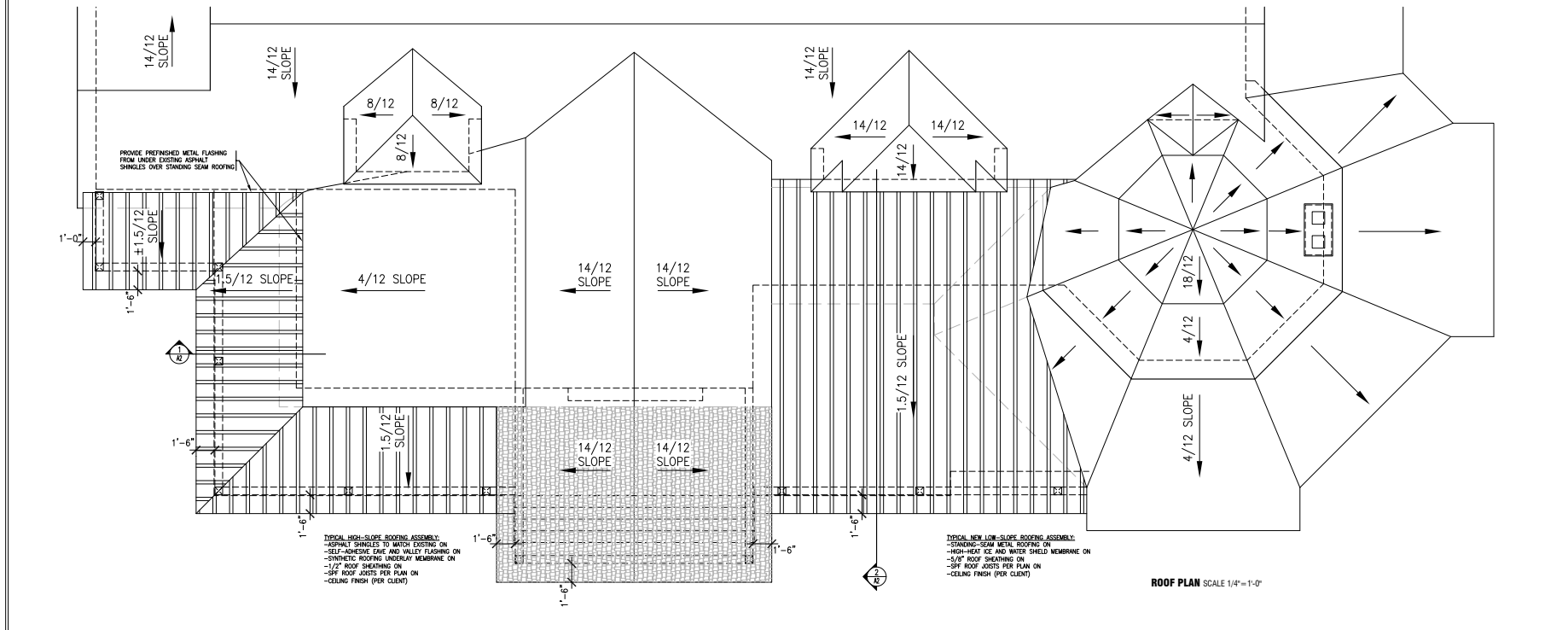
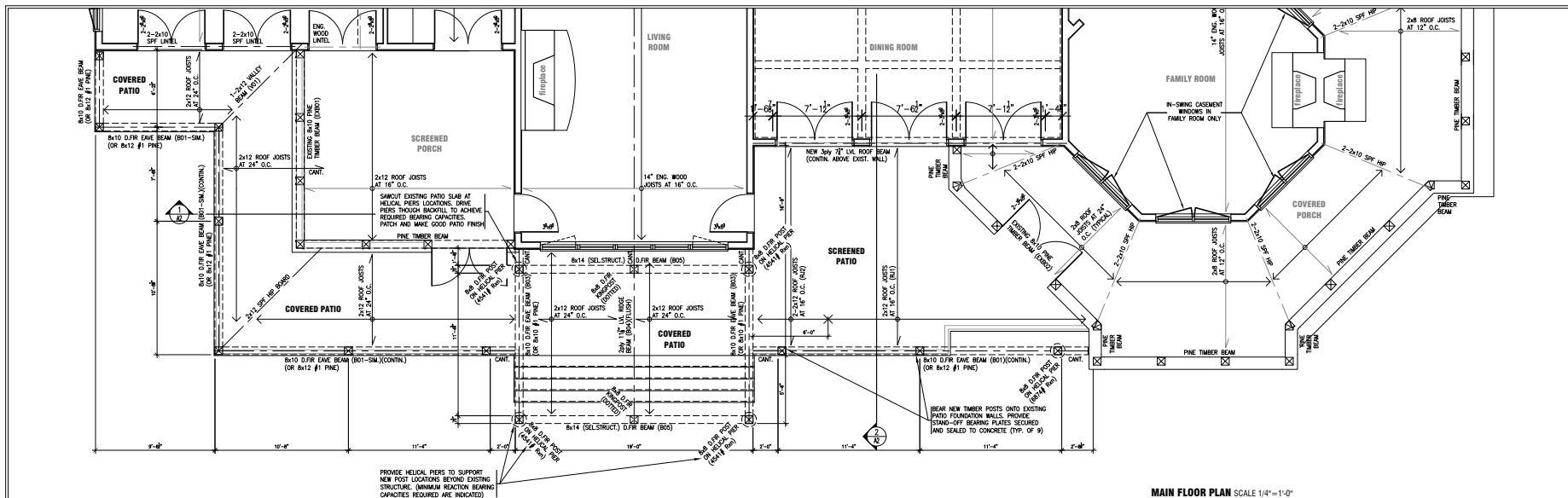
Drawn by: Date: OCT. 2025

PROJECT
**Roof Addition for
The HURVITZ Cottage**
134 GRAYS ROAD
Lake Joseph

DRAWING
**FLOOR AND
ROOF PLANS**

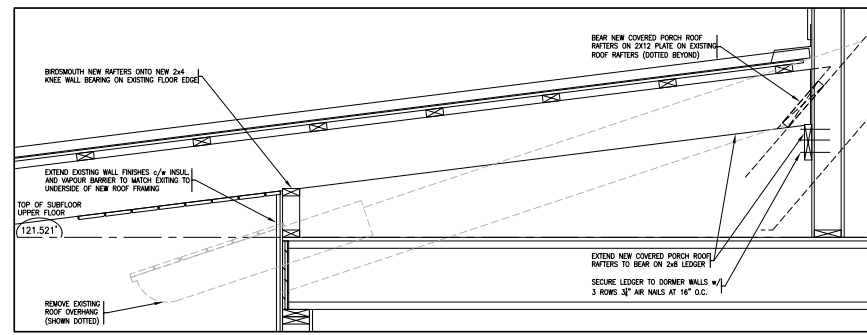
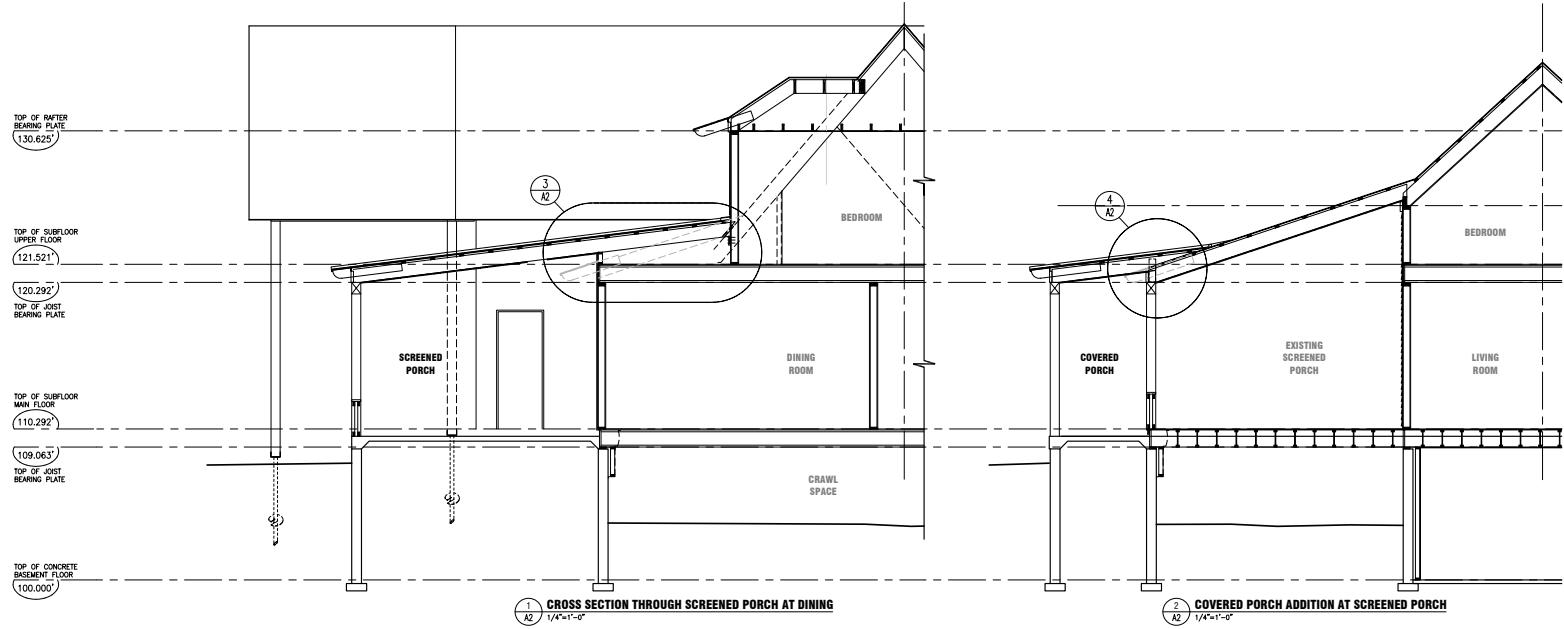
Author: Hurvitz Drawn: Timothy van Kesteren
By: Hurvitz Date: October 2025
Job No. 08153 Scale: 1/4"=1'-0"
Sheet No.

A1

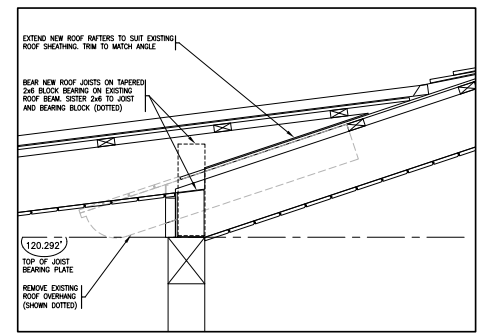




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3 SCREENED PORCH ROOF FRAMING AT EXISTING DINING ROOM
1"=1'-0"



4 RAFTER BEARING DETAIL AT SCREENED PORCH
1"=1'-0"

1. BUILDING PERMIT		DEC. 31/25
No.	Issued for	Date
Description		

PROJECT
**Roof Addition for
The HURVITZ Cottage
134 GRAYS ROAD
Lake Joseph**

DRAWING
**SECTIONS AND
DETAILS**

Author	Drawn
Rev.	Date
Job No.	Scale
Sheet No.	1/4"=1'-0" U/L

5/17/2026

Planning Department
Township of Seguin
5 Humphrey Drive
Seguin, ON
P2A 2W8

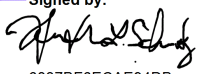
Reference: Zoning By-law Amendment for 134B Grays Road, Lake Joseph

We are property owners in the immediate area to 134B Grays Road Road, owned by Mr. Garry Hurvitz. Mr. Hurvitz has shared his property plan with us, and his intention to apply for a zoning by-law amendment. The amendment includes a request for a minor increase in lot coverage of 1.5% above the existing lot coverage to permit:

- 2 new “Muskoka room” screened porches and a covered front porch that would be installed over the existing 1000 sq. ft. stone patio and stairs at the front of the cottage.
- A small 400 sq. ft. bedroom/washroom addition on the west side of the cottage.
- A small 117 sq. ft. screened porch expansion on the east side of the cottage.

We have no objections to the zoning by-law amendment and support the proposed development on his property.

Yours truly,

Signed by:

6837BF6ECAE94DB...

Heather Schwartz

NAME: _____

128 Gray's Road
ADDRESS: _____

5/15/2026

Planning Department
Township of Seguin
5 Humphrey Drive
Seguin, ON
P2A 2W8

Reference: Zoning By-law Amendment for 134B Grays Road, Lake Joseph

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Yours truly,

DocuSigned by:

9FF9F2C6557E411...

NAME: Brad Nullmeyer

ADDRESS: 122 Grays Road, Parry Sound, Ontario

5/16/2026

Planning Department
Township of Seguin
5 Humphrey Drive
Seguin, ON
P2A 2W8

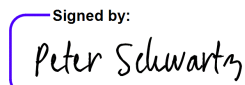
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Yours truly,

Signed by:

29C03E806DDD4D9...
Peter Schwartz

NAME: _____

ADDRESS: 124 Gray's Road

May 19, 2026

Planning Department
Township of Seguin
5 Humphrey Drive
Seguin, ON
P2A 2W8

Reference: Zoning By-law Amendment for 134B Grays Road, Lake Joseph

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We have no objections to the zoning by-law amendment and support the proposed development on his property.

Yours truly,



NAME: _____

Mar (Ade) Sittelbach

ADDRESS: 134A Grays Road, Seguin Ontario, P2A 2W8

5/15/2026

Planning Department
Township of Seguin
5 Humphrey Drive
Seguin, ON
P2A 2W8

Reference: Zoning By-law Amendment for 134B Grays Road, Lake Joseph

We are property owners in the immediate area to 134B Grays Road Road, owned by Mr. Garry Hurvitz. Mr. Hurvitz has shared his property plan with us, and his intention to apply for a zoning by-law amendment. The amendment includes a request for a minor increase in lot coverage of 1.5% above the existing lot coverage to permit:

- 2 new “Muskoka room” screened porches and a covered front porch that would be installed over the existing 1000 sq. ft. stone patio and stairs at the front of the cottage.
- A small 400 sq. ft. bedroom/washroom addition on the west side of the cottage.
- A small 117 sq. ft. screened porch expansion on the east side of the cottage.

We have no objections to the zoning by-law amendment and support the proposed development on his property.

Yours truly,

DocuSigned by:

C30848BF84A94C9...

NAME: Brian Smith

ADDRESS: 146 Grays RD, Seguin Township, P2A 2W8

Prepared for: Mayor and Members of Council

Subject: Consent Applications B-2026-0007/0008-H and Zoning By-law Amendment R-2026-0012-H (Bogutskiy)

From: Bradie Debes, Planner, Planning Department

Agenda Date: August 4th, 2026

Report No: PL-2026-082

Executive Summary:

The purpose of the consent applications is to create two rural residential lots with frontage on Burgess Road.

The purpose of the zoning by-law amendment is to rezone a portion of the land to ensure that future development is set back 300 metres from the shoreline of Dyson Lake and 50 metres from a wetland.

It is recommended that any public and/or agency comments be given consideration.

Staff recommend that the applications be approved.

Prepared for: Mayor and Members of Council

Subject: Consent Applications B-2026-0007/0008-H and Zoning By-law Amendment R-2026-0012-H (Bogutskiy)

From: Bradie Debes, Planner, Planning Department

Agenda Date: August 4th, 2026

Report No: PL-2026-082

Recommendation:

That Zoning By-law Amendment By-law 2026-072 be passed; and

That Consent Applications B-2026-0007-H and B-2026-0008-H be provisionally approved, subject to the conditions of approval outlined in Schedule A.

Background & Analysis:

Consent Applications:	B-2026-0007-H and B-2026-0008-H
Zoning By-law Amendment:	R-2026-0012-H
Owners:	Borys Bogutskiy and Liliya Bogutska
Agent:	Melissa Markham, Melissa Markham Planning Consultants Ltd
Civic Address:	34 Burgess Road
Roll No.:	4903-010-001-20100

Proposal:

The purpose of the proposed consent applications is to create two new rural residential lots. The proposed Severed Lot 1 would have an area of approximately 1.8 hectares and 90.4 metres of frontage on Burgess Road. The proposed Severed Lot 2 would have an area of approximately 7.2 hectares and 287 metres of frontage on Burgess Road. The proposed Retained Lot would have a resulting lot area of approximately 4.5 hectares and 452.4 metres of frontage on Burgess Road.

Table 1 below summarizes the lot area and frontage requirements for rural residential lots and the proposed severance details.

Table 1. Proposed Lot Areas and Frontages

Descriptions of Lands	Required Frontage	Proposed Frontage (+/-)	Required Area	Proposed Area (+/-)
Retained Lot	90 m	452.4 m	1.2 ha	4.5 ha
Severed Lot 1		90.4 m		1.8 ha
Severed Lot 2		287 m		7.2 ha

The purpose of the associated zoning by-law amendment application is to rezone the proposed Severed Lot 2 to ensure that future development is set back 300 metres from the shoreline of Dyson Lake and to rezone the proposed Retained Lot to ensure that future development is set back 50 metres from the existing wetland.

Figure 1: Key Map – Subject Lands

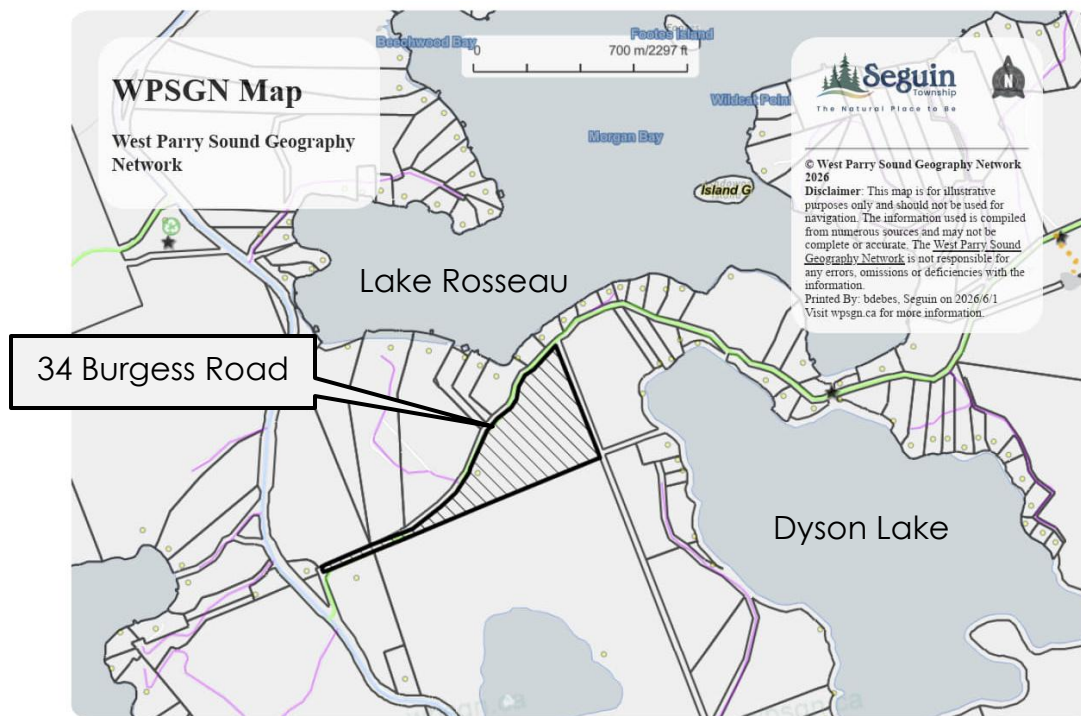
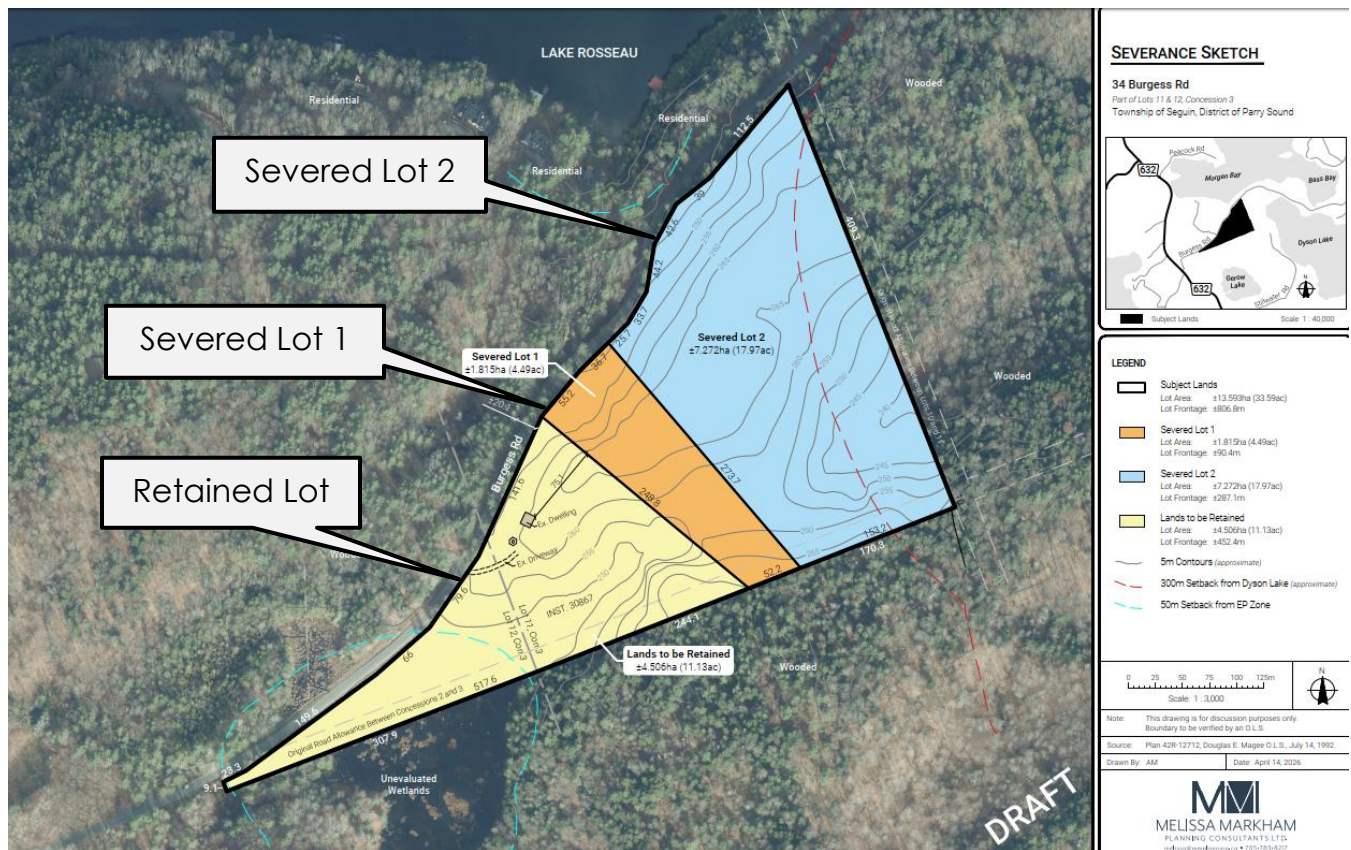


Figure 2: Proposed Severance Sketch



Official Plan Designation: Rural and Resource Area and Environmental Protection
Zoning By-law 2006-125: Rural Residential (RR) and Environmental Protection (EP)
Access: Burgess Road (public and year-round maintained road)
Lot Size and Frontage: +/- 13.59 hectares and +/- 806.8 metres (Burgess Road)
Existing Development and Site Characteristics: The property is developed with a dwelling and an attached garage. The property is mostly vegetated with mature forests. A wetland exists in the southwest corner of the property.

Comments:

Clerk: No objection

Building: No objection

Fire/By-law: No objection

Public Works: No objection. Entrance permits may be required and reviewed for location with Public Works staff.

Treasury: No planning-related comments

Public Participation & Access

Notice of the application was circulated and posted in accordance with the Planning Act. Notice was also posted on the Township's website.

No public comments have been received at the time of writing this report.

Land Use Planning Policy

Planning Act

The applications have been reviewed per Section 2 of the Planning Act and are in accordance with the applicable provincial interests.

Provincial Planning Statement, 2024 (PPS) and Growth Plan for Northern Ontario (GPNO)

Pursuant to Section 3 of the Planning Act, all planning decisions must be consistent with the policies of the PPS.

The subject lands are classified as Rural Lands in the PPS. Section 2.6.1 recognizes residential development as a permitted use on Rural Lands if site conditions are suitable for appropriate sewage and water services. A condition of approval requires the applicant to obtain confirmation from the approval authority of a suitable septic system envelope for any future development on the proposed severed lots.

Section 4 of the PPS and Section 6 of the GPNO address matters relating to the wise use and management of resources. It is noted under Section 4.1 of the PPS that natural features and areas shall be protected for the long term. A wetland has been identified on the southwestern corner of the proposed retained lot under Schedule C of the Official Plan. The wetland feature is zoned as Environmental Protection (EP). A zoning by-law amendment has been submitted to rezone the proposed retained lot to ensure a minimum setback of 50 metres from the EP boundary for future development.

The applications are consistent with the policies of the PPS and with the guiding policies of the GPNO.

Township of Seguin Official Plan

The subject lands are located within the Rural and Resource Area designation in the Official Plan. Permitted uses within the Rural and Resource Area designation include low-density residential uses, small-scale industrial and commercial uses, agriculture, and forestry. The proposed applications seek to sever two new rural residential lots. A small area of Environmental Protection is designated on the lands, which represents the identified wetland.

Section B.12.2.1 of the Official Plan lists requirements for new lot creation in all land use designations, such as frontage and area requirements, conformity to applicable Official Plan policies, and servicing and access requirements. The proposal conforms to the general lot creation policies.

In addition to the general policies, Section B.12.2.5 of the Official Plan contains policies that apply to severances within the Rural and Resource Area designation. The creation of a new rural residential lot shall have a minimum lot size of 1.2 hectares and a minimum lot frontage of 90 metres. These policies are intended to recognize existing rural residential development character, land use compatibility and environmental features. The proposal conforms with this policy.

A portion of the proposed Severed Lot 2 is located 300 metres from the shoreline of Dyson Lake as shown in Figure 2 by a red dotted line. Dyson Lake is classified as an over-threshold and high sensitivity lake by the Official Plan. Per Section B.3.1.1.1, new development shall not be permitted within 300 metres of an over-threshold and high sensitivity lake.

The applicants submitted a zoning by-law amendment application to rezone the proposed Severed Lot 2 to a Rural Residential Exception Zone to ensure that future development is located outside of this buffer area. Based upon Figure 2, there is sufficient space for future development in this location. The implementation of a minimum development setback will ensure the protection of water quality and the ecological functions of Dyson Lake.

Further, backlot development per the Official Plan is a form of development within 300 metres of a high-water line. Section B.12.2.4 notes that backlot development may be permitted through a Zoning By-law Amendment provided that the lots to be created have a large area and frontage, are close to a public access point to the lake and front onto a year-round maintained public road. The proposal satisfies these criteria.

The applicants have proposed a minimum setback of 50 metres from the identified wetland on the southwestern corner of the proposed retained lot. Section D.4.9 of the Official Plan

notes that the effects of a development proposal on a wetland must be evaluated if development is proposed within 50 metres of the feature. The proposed zoning by-law will rezone the retained lot to a Rural Residential Exception Zone, requiring a minimum setback for future development of 50 metres to satisfy this policy.

The applications conform with the policies of the Official Plan.

Zoning By-law 2006-125

The subject lands are zoned Rural Residential (RR) with a portion zoned Environmental Protection (EP), representing the wetland. Permitted uses in the RR zone include single detached dwellings, secondary dwelling units and home occupations.

The applicants have indicated that rural residential uses are proposed for the severed lots. The minimum lot frontage for the RR zone is 90 metres, and the minimum lot area is 1.2 hectares. The proposed severed lots comply with these requirements.

A zoning by-law amendment was submitted in conjunction with the consent applications to rezone the proposed Severed Lot 2 and Retained Lot to Rural Residential Exception zones to ensure future development conforms to the Official Plan policies.

The proposed applications comply with the Zoning By-law.

Financial Impact:

There are no financial impacts.

Options/Alternatives:

Council has three options on how to proceed with this Report:

- Option 1: Council can approve the applications to permit the Consents and Zoning By-law Amendment, per Schedule A.
- Option 2: Council can defer the applications for the Consents and Zoning By-law Amendment to address concerns.
- Option 3: Council can deny the applications to permit the Consents and Zoning By-law Amendment.

Staff recommends Option 1.

Strategic Plan Alignment:

Foundation – Provide Service Excellence

Consistently aim to enhance the quality and efficiency of Township services, balancing person-to-person contact with modern service delivery.

Conclusion:

It is the Planning Department's position that the applications to permit the creation of two rural residential lots and associated zoning by-law amendment are consistent with the Provincial Policy Statement. The applications will maintain the intent of the Seguin Official Plan policies, provisions of the Zoning By-law, and represent good planning. It is recommended that Council approve the applications.

Prepared by:



Bradie Debes
Planner

Reviewed by:



Taylor Elgie, MCIP, RPP
Director of Planning

Reviewed by:



Jason Inwood,
Chief Administrative Officer

Attachments:

Schedule A – Conditions of Approval

Schedule B – Draft By-law 2026-072

Schedule C – Planning Justification prepared by Melissa Markham Planning Consultants Ltd.



**THE CORPORATION OF THE
TOWNSHIP OF SEGUIN**

COUNCIL DECISION re: CONSENT APPLICATION

TAKE NOTICE THAT the Council for The Corporation of the Township of Seguin considered the following Application for consent under Section 53 of the Planning Act, R.S.O. 1990, c. P.13.

SUBJECT:	Consent Applications B-2026-0007-H and B-2026-0008-H
Owner:	Borys Bogutskiy and Liliya Bogutska
Location:	PT LT 11-12 CON 3 HUMPHREY; PT RDAL BTN CON 2 AND CON 3 HUMPHREY PT 1 42R12712; SEGUIN
Civic Address:	34 Burgess Road
Assessment #:	4903-010-001-20100

The purpose and effect of the consent applications is to create two rural residential lots.

Lot 1 to be Severed

Area: 1.8 hectares +/-

Frontage: 90.4 metres +/-

Lot 2 to be Severed

Area: 7.2 hectares +/-

Frontage: 287 metres +/-

LOCATION: Geographic Township of Humphrey

DECISION: PROVISIONAL APPROVAL

DATE: August 4th, 2026

THE REASONS for Council's Decision are:

Given that the Minister of Municipal Affairs and Housing has delegated approval authority under Section 53 of the Planning Act to the Council, the Council is satisfied that the proposed Consent under Section 53 of the Planning Act is consistent with the 2024 Provincial Planning Statement, conforms to the Township's Official Plan, has regard to the regulations of the Zoning By-Law 2006-125, will provide for the orderly development of the Township, and does not fall under the exclusive consideration of Section 51 of the Planning Act.

You will be entitled to receive notice of any changes to the conditions of the provisional consent if you have made a written request to be notified of changes to the conditions of the provisional consent.

The application has been reviewed per Section 2 of the Planning Act and is in accordance with the applicable provincial interests.

CONDITIONS:

The Township's Director of Planning shall not give Final Approval and shall not issue a Certificate regarding Consents **B-2026-0007-H and B-2026-0008-H (Bogutskiy)** until the Owner satisfies the following conditions of Provisional Approval.

If the Owner fails to satisfy the condition(s) of Provisional Approval as set out herein on or before the **of** , **2028**, then this Provisional Approval shall lapse per Subsection 53(41) of the Planning Act.

THAT Consent Applications **B-2026-0007-H and B-2026-0008-H (Bogutskiy)** be Provisionally Approved, subject to the Township's standard conditions of approval, including but not limited to the following conditions, and that this approval applies to the lands described below and as illustrated in Appendix I to these conditions of approval:

1. That this approval applies, described as follows:

	Frontage (m)+/-	Area (ha)+/-
Lot 1 B-2026-0007-H	90.4 metres	1.8 hectares
Lot 2 B-2026-0008-H	287 metres	7.2 hectares
Retained Lot	452.4 metres	4.5 hectares

2. The owner shall have delivered the Planning Official the following:
 - (i) A plan of survey prepared by an Ontario Land Surveyor (electronic version in PDF format) indicating the parcels to be conveyed, including all rights-of-way to each parcel (if any). All dimensions are to be provided in metric units.
 - (ii) Three hard copies in registrable form of the document conveying the severed parcels so the final consent may be endorsed thereon by the Planning Official.
3. That the Deed Stamping and Review Fee of \$175.00 per deed with respect to these applications shall have been paid for by the applicant.
4. That all Municipal taxes to date shall be paid in full.

5. That all Township fees and disbursements (legal, engineering, planning), if any, incurred by the Township with respect to these applications shall be paid for by the owner.
6. A payment in lieu of a parkland dedication for the severed parcels shall be paid in accordance with Section 51.1 of the Planning Act, acceptable to the Township of Seguin in cash or certified cheque.
7. Written confirmation from the approval authority that the severed parcels are satisfactory for the installation of a septic system for an individual dwelling.
8. The applicant receives an entrance feasibility letter from the Township of Seguin Public Works Department for entrance viability for the severed and retained parcels, as applicable.
9. That the parcels be rezoned to ensure that future development is setback 300 metres from the shoreline of Dyson Lake and 50 metres from the wetland.

The last date for filing a notice of appeal to the Ontario Land Tribunal of this Decision is the day of ,2026.

Take notice that an appeal to the Ontario Land Tribunal may be made by filing a notice of appeal with the Clerk either via the Ontario Land Tribunal e-file service (first-time users will need to register for a My Ontario Account) at <https://olt.gov.on.ca/e-file-service> by selecting Seguin Township as the Approval Authority or by email to info@seguin.ca or by mail to 5 Humphrey Drive, Seguin ON, P2A 2W8 no later than 4:30 p.m. on the day of , 2026. The filing of an appeal after 4:30 p.m., in person or electronically, will be deemed to have been received the next business day. The notice of appeal must set out the reasons for the appeal and must be accompanied by the fee required by the Ontario Land Tribunal. The fee can be paid online through e-file or by certified cheque/money order to the Minister of Finance, Province of Ontario.

All written and oral public input was taken into consideration when the merits of this Planning Act application was determined with appropriate measures being included as conditions of approval where required as part of the decision of the approval authority.

Mayor/Clerk Initials	

CERTIFICATION

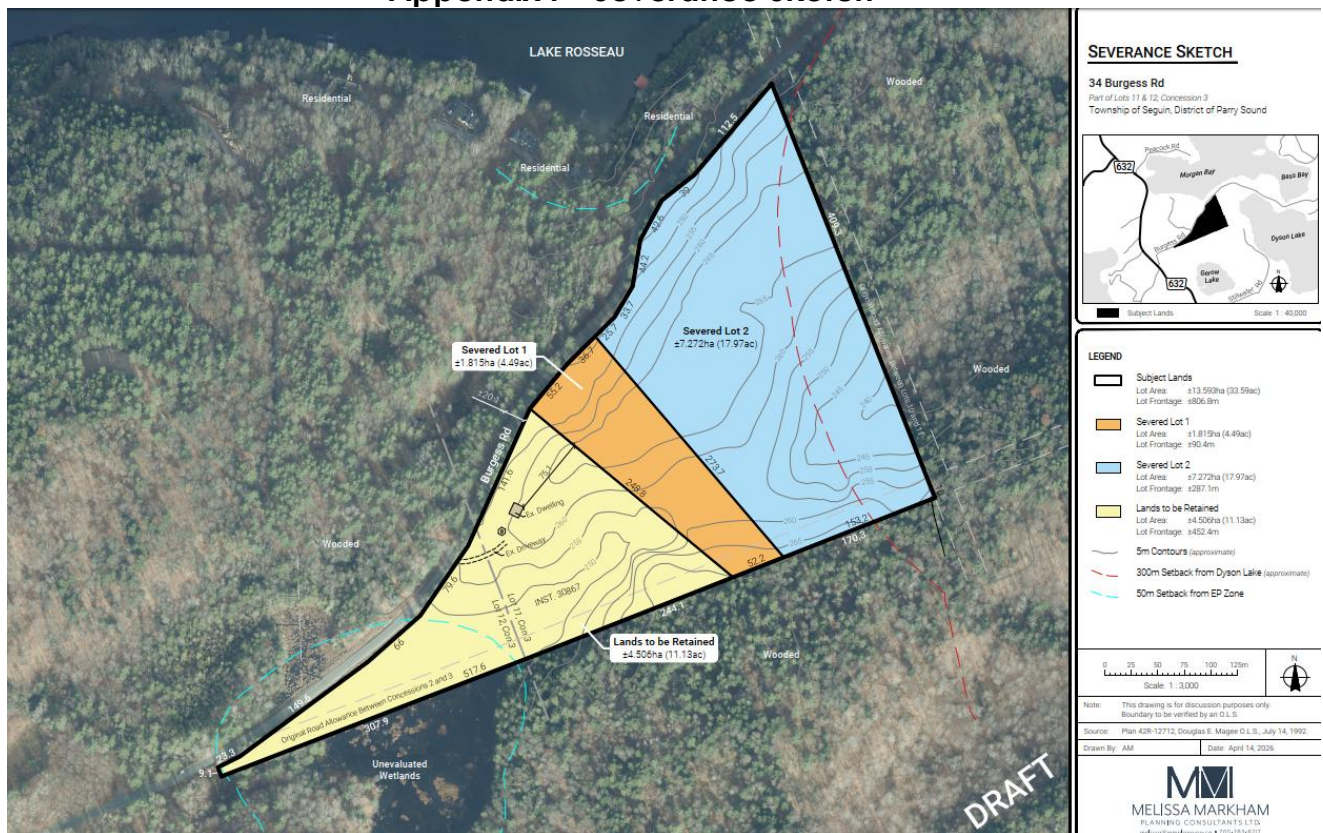
I, Taylor Elgie, Director of Planning for The Corporation of the Township of Seguin, do hereby certify that the foregoing is a correct copy of the Decision with respect to the above noted Application.

Dated this _____ day of _____, 2026.

Taylor Elgie, MCIP, RPP
Director of Planning

**Seguin Municipal Building
5 Humphrey Drive,
Seguin, ON. P2A 2W8**

Appendix I – Severance Sketch



**THE CORPORATION OF THE TOWNSHIP OF SEGUIN
BY-LAW NO. 2026-072**

“Being a By-law to amend Township of Seguin Zoning By-law No. 2006-125”
4903-010-001-20100, 34 Burgess Road, R-2026-0012-H

WHEREAS the Council of The Corporation of the Township of Seguin received and considered an application to amend the Township of Seguin Zoning By-law No. 2006-125 respecting lands described as “PT LT 11-12 CON 3 HUMPHREY; PT RDAL BTN CON 2 AND CON 3 HUMPHREY PT 1 42R12712; SEGUIN”; and,

WHEREAS Council has the authority pursuant to Section 34 of the Planning Act R.S.O. 1990, Chapter P.13 as amended, to pass amendments to the Zoning By-law; and,

WHEREAS Council has approved the application to amend the By-law and deems it appropriate to pass this By-law;

AND WHEREAS the Council of the Corporation of the Township of Seguin has determined that no further notice of meeting is required in accordance with Section 34(17) of the Planning Act, R.S.O. 1990;

NOW THEREFORE the Council of The Corporation of the Township of Seguin hereby enacts as follows:

- 1.** Map #12 to Schedule “A” to Zoning By-law No. 2006-125 is hereby amended by rezoning a portion of those lands described as “PT LT 11-12 CON 3 HUMPHREY; PT RDAL BTN CON 2 AND CON 3 HUMPHREY PT 1 42R12712; SEGUIN” from the Rural Residential (RR) Zone to the Rural Residential Exception Eighty Three (RR-83) Zone and the Rural Residential Exception Eighty Four (RR-84) Zone as shown on Schedule “A” attached hereto and forming part of this By-law.
- 2.** Table 10.3 of Section 10.4, Rural Zones – Exceptions, is hereby further amended by adding Exceptions “RR-83” and “RR-84, as set out on Schedule “B” attached hereto and forming part of this By-law.
- 3.** This By-law shall take effect from the date of passage by Council and shall come into force in accordance with the provisions of the Planning Act R.S.O. 1990, c. P.13 as amended, and the Municipal Act, 2001, S.O. 2001, c.25 as amended.

BY-LAW read a **FIRST, SECOND** and **THIRD** time and finally **PASSED** and **ENACTED** this 4th day of August 2026.

Ann MacDiarmid
Mayor

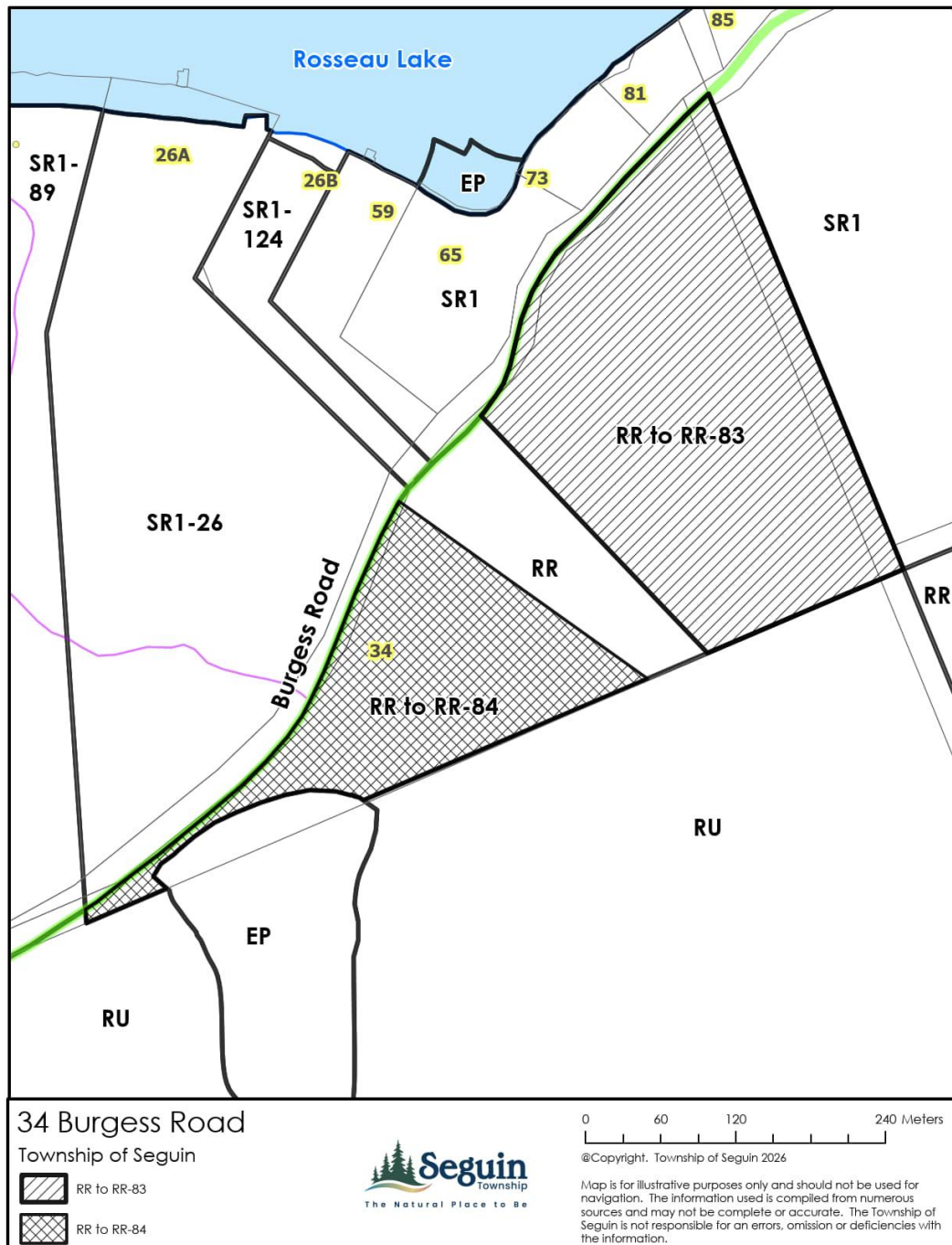
Craig Jeffery
Clerk

By signing below, I Mayor MacDiarmid hereby approve this by-law and will not exercise the power to veto this by-law.

Date

Signature

THE CORPORATION OF THE TOWNSHIP OF SEGUIN
Schedule "A"
To By-law No. 2026-072
PT LT 11-12 CON 3 HUMPHREY; PT RDAL BTN CON 2 AND CON 3 HUMPHREY PT 1
42R12712; SEGUIN
Zoning By-law 2006-125 - Schedule A – Map #30



**THE CORPORATION OF THE TOWNSHIP OF SEGUIN
SCHEDULE "B"
TO BY-LAW NO. 2026-072**

Amendment to Table 10.3 of Section 10.4, Rural Zones – Exceptions

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
Exception Number	Additional Permitted Uses	Only Uses Permitted	Uses Prohibited	Special Zone Requirements	Other Special Provisions
RR-83				Table 10.2, Section 10.3 Minimum setback for buildings and structures from the shoreline of Dyson Lake = 300 metres	
RR-84				Table 10.2, Section 10.3 Minimum setback for buildings and structures from an EP Zone = 50 metres	



Planning Justification Report

Consent & Zoning By-law Amendment Application

34 Burgess Road

(Part Lot 11-12, Concession 3, Humphrey)

Township of Seguin

Date:

May 2026

Prepared For:

Borys Bogutskiy & Liliya Bogutska

Prepared By:

Melissa Markham, MCIP, RPP

Melissa Markham Planning Consultants Ltd.

Description of Proposal

Melissa Markham Planning Consultants have been retained by Borys Bogutskiy & Liliya Bogutska, the owners of 34 Burgess Road ("Subject Lands"), to assist with an application for consent and concurrent zoning by-law amendment. The property is located in the Township of Seguin. The subject lands are currently accessed from Burgess Road.

The subject lands are designated Rural & Resource Area and a portion of Environmental Protection in the Township of Seguin Official Plan. The subject lands are zoned Rural Residential (RR) and Environmental Protection (EP) in the Township Zoning By-law 2006-125.

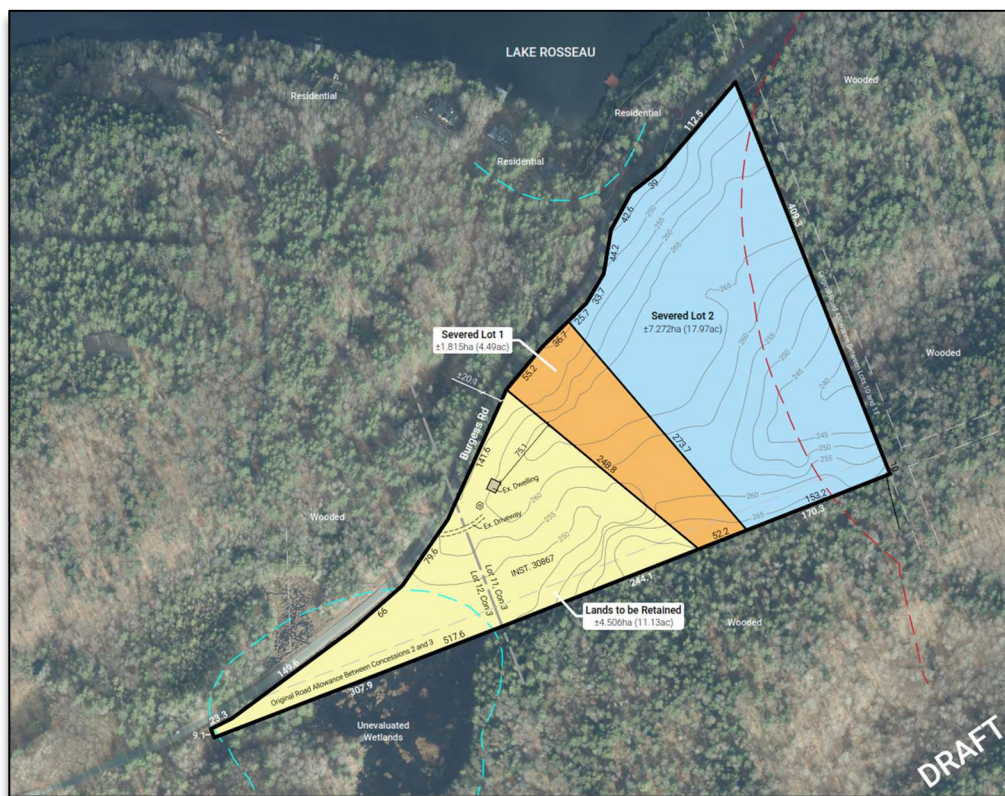


Figure 1: Proposed Severance

Pre-Consultation

Pre-Consultation comments were provided by Township Planning staff regarding the proposed application. Comments received by staff provided that the severed lands required a minimum lot frontage of 120m and 4ha in lot area and the remainder of the property can be proposed using Rural Residential lot standards. Staff also provided that Dyson Lake is identified as over threshold/high sensitivity and an amendment will be required to provide a 300m setback from Dyson Lake and 50m from the boundaries of the Environmental Protection lands.

Site Description and Surrounding Land Uses

The subject lands are legally described as Part Lot 11-12, Concession 3, Geographic Township of Humprey. The subject lands have a total lot area of 13.59 ha (33.59 acres) and a lot frontage of 806.8m (2,647 ft) along Burgess Road, a municipally maintained year round road. The property is currently developed with a dwelling. The topography of the subject lands is steep along the eastern frontage, with a level area towards the centre of the proposed severed lands.

Surrounding Area

Lands in the surrounding area along Burgess Road are residential to the north, with undeveloped lands to the east and south.



Figure 2: Air Photo Map
Source: West Parry Sound Geography Network

Proposed Severance

Consent applications are being submitted to sever two new lots along Burgess Road.

Affected Lands	Lot Area (approx.)	Road Frontage (approx.)
Subject Lands	13.593 ha	806.8 m
Severed Lot 1	1.8ha	90.4m
Severed Lot 2	7.2ha	287m
Retained Lands	4.5ha	452.4m

Proposed Zoning By-law Amendment

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
Exception Number	Additional Permitted Uses	Only Uses Permitted	Uses Prohibited	Special Zone Requirements	Other Special Provisions
RR-XX				•Minimum setback from Dyson Lake – 300 metres • Minimum setback from EP – 50 metres	All other provisions of Zoning By-law 2006-125 shall apply to the subject lands

Planning Analysis

A review of planning documents must be undertaken to evaluate the proposed development. The following provides a review and assessment of the land use policy and regulatory framework related to the Subject Lands and the proposed development.

Planning Act

All development that requires Planning Act approval must have regard to those matters outlined in Section 2 of the Act, and must be consistent with the PPS issued under Section 3 of the Act.

It is our opinion that the matters of Provincial Interest in Section 2 of the Act have been addressed through the application.

Provincial Planning Statement, 2024

The Provincial Planning Statement (“PPS”) provides policy direction on matters of provincial interest related to land use planning and development. The PPS sets the policy foundation for regulating the development and use of land province-wide, helping to achieve the provincial goal of meeting the needs of a fast-growing province while enhancing the quality of life for all Ontarians.

The subject lands are located within Rural Lands, which are included in Rural Areas in the PPS.

2.5 Rural Areas in Municipalities

1. *Healthy, integrated and viable rural areas should be supported by:*
 - a) *building upon rural character, and leveraging rural amenities and assets;*
 - b) *promoting regeneration, including the redevelopment of brownfield sites;*
 - c) *accommodating an appropriate range and mix of housing in rural settlement areas;*
 - d) *using rural infrastructure and public service facilities efficiently;*
 - e) *promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources;*

- f) *providing opportunities for sustainable and diversified tourism, including leveraging historical, cultural, and natural assets;*
- g) *conserving biodiversity and considering the ecological benefits provided by nature; and*
- h) *providing opportunities for economic activities in prime agricultural areas, in accordance with policy 4.3.*

The proposed applications are to create two new lots for residential use, in character with the area. Unevaluated wetlands have been identified in the western edge of the lands, no development or lot creation is proposed in this area. The unevaluated wetlands will remain on the retained parcel. The rural character will remain unchanged through these applications.

2.6 Rural Lands in Municipalities

1. *On rural lands located in municipalities, permitted uses are:*
 - a) *the management or use of resources;*
 - b) *resource-based recreational uses (including recreational dwellings not intended as permanent residences);*
 - c) *residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services;*
 - d) *agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices, in accordance with provincial standards;*
 - e) *home occupations and home industries;*
 - f) *cemeteries; and*
 - g) *other rural land uses.*
2. *Development that can be sustained by rural service levels should be promoted.*

The application proposes to create two new lots for residential use. Residential development where site conditions are suitable for provision of services is permitted on Rural Lands. The lands proposed to be severed are vacant. The lands are large enough to accommodate servicing for each lot.

Section 4.1 provides policy related to Natural Heritage. An environmental protection area has been identified along the western portion of the subject lands. A wetland has been identified within this area.

- 4.1.1 *Natural features and areas shall be protected for the long term.*
- 4.1.2 *The diversity and connectivity of natural features in an area, and the long-term ecological function and biodiversity of natural heritage systems, should be maintained, restored or, where possible, improved, recognizing linkages between and among natural heritage features and areas, surface water features and ground water features.*
- 4.1.3 *Natural heritage systems shall be identified in Ecoregions 6E & 7E¹, recognizing that natural heritage systems will vary in size and form in settlement areas, rural areas, and prime agricultural areas.*

- 4.1.4 *Development and site alteration shall not be permitted in:*
- a) *significant wetlands in Ecoregions 5E, 6E and 7E¹; and*
 - b) *significant coastal wetlands.*
- 4.1.5 *Development and site alteration shall not be permitted in:*
- a) *significant wetlands in the Canadian Shield north of Ecoregions 5E, 6E and 7E¹;*
 - b) *significant woodlands in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River)¹;*
 - c) *significant valleylands in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River)¹;*
 - d) *significant wildlife habitat;*
 - e) *significant areas of natural and scientific interest; and*
 - f) *coastal wetlands in Ecoregions 5E, 6E and 7E¹ that are not subject to policy 4.1.4.b),*
unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.
- 4.1.8 *Development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 4.1.4, 4.1.5, and 4.1.6 unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.*

No development is proposed within the identified wetland. Adjacent lands as defined in the PPS, provides that *for the purposes of policy 4.1.8, those lands contiguous to a specific feature or area where it is likely that development would have a negative impact on the feature or area and that the extent of adjacent lands may be recommended by the Province or based on municipal approaches which achieve the same objectives. In accordance with 4.1.8, the Township has required a Zoning By-law Amendment to ensure a minimum 50m setback from the Environmental Protection designated lands. The proposed lot creation is located having a setback of over 190 metres from the EP lands.*

Section 4.2. of the PPS requires planning authorities to “*protect, improve or restore the quality and quantity of water*” through tools such as using the watershed for integrated and long-term planning, minimizing potential negative impacts, restrictions on development and site alteration to protect, improve or restore vulnerable surface and ground water and their hydrologic functions, planning for efficient and sustainable use, and consideration of lake capacity, where applicable.

Dyson Lake has been identified as over threshold/high sensitivity on Appendix I – Lake Sensitivity. The proposed development is located over 300m from Dyson Lake. The proposed lots have a frontage and area much larger than that which is required for the lands. No negative impacts are anticipated through the proposed development.

The application is consistent with the Provincial Planning Statement.

Township of Seguin Official Plan

The subject lands are designated Rural and Resource Area and Environmental Protection on Schedule “A” to the Township of Seguin Official Plan. A portion of the subject lands are also identified within 300 metres of Morgan (Dyson) Lake, which is identified on Appendix I – Lake Sensitivity as over threshold/high.

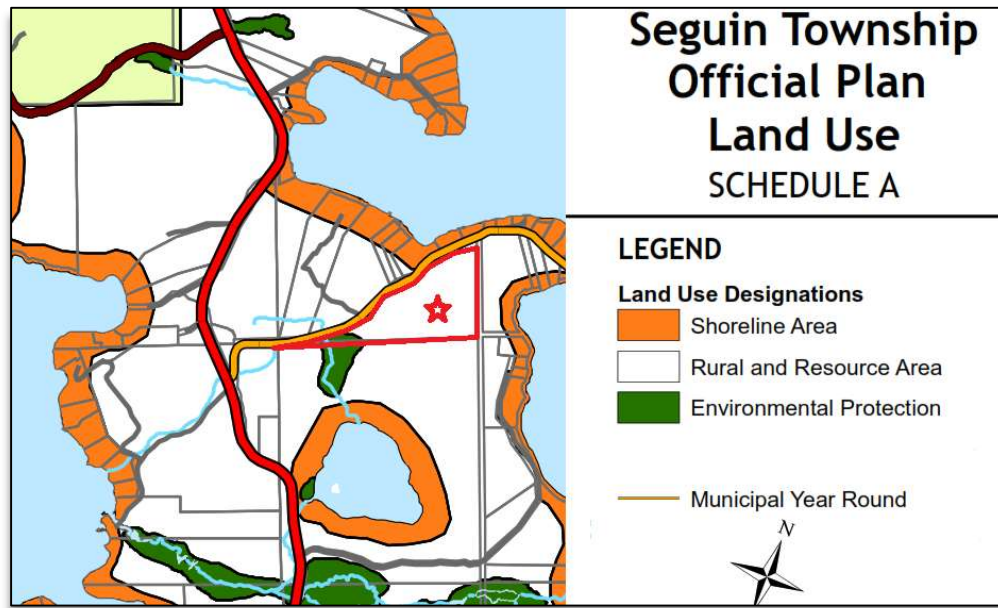


Figure 3: Official Plan – Land Use Map

Source: Seguin Township, Schedule A Official Plan

Section A.2.1 and A.2.5 of the Official Plan provides Goals and Objectives of the Plan as they relate to the Natural Environment and Rural and Resource Area.

A.2.1 NATURAL ENVIRONMENT

A.2.1.1 Goal

It is the goal of this Plan to protect and enhance natural heritage features and ecological functions in the Township through the adoption of an “Environment-First” principle.

A.2.1.2 Objectives

- a) *To ensure that the protection of significant environmental features and their associated ecological functions take precedence over the development of such lands.*
- b) *To ensure that a thorough understanding of the natural environment, including the values, opportunities, limits and constraints that it provides, guides land use decision-making in the Township.*

- c) *To require that land use planning contributes to the protection, maintenance and enhancement of water and related resources and aquatic ecosystems on an integrated watershed management basis.*
- d) *To minimize changes to the water quality and hydrological and hydrogeological characteristics of watercourses, lakes, aquifers and wetlands resulting from human activity.*
- e) *To minimize the loss or fragmentation of significant woodland features and the habitats and ecological functions they provide.*
- f) *To prohibit new development that will result in a negative impact to the critical functions and processes of watercourses, lakes, aquifers and wetlands.*
- g) *To prohibit the loss or fragmentation of wetlands and Areas of Natural and Scientific Interest and the habitats and ecological functions they provide.*
- h) *To maintain and protect significant wildlife habitat areas and the habitats of endangered or threatened species.*
- i) *To maintain and enhance surface and groundwater resources in sufficient quality and quantity to meet existing and future needs on a sustainable basis.*
- j) *To maintain important linkages between core areas of the Natural Heritage System.*

The proposed development will protect the natural heritage features on the subject lands. The identified Environmental Protection Area will remain unchanged through the application, with no development proposed within 190 metres of this area. Development is also proposed to be restricted within 300m of Dyson Lake, identified as being over threshold/high sensitivity. The application will protect the water and minimize changes from human activity. The application will not divide the existing wetland or watercourse, the proposed development is located outside this area to minimize any impacts.

A.2.5 RURAL/RESOURCE AREAS

A.2.5.1 Goal

It is the goal of this Plan to protect, maintain and enhance the rural open space character of lands outside of Settlement Areas.

The proposed development will protect and maintain the rural open space character. The lot area and frontage are much greater than that required.

A.2.5.2 Objectives

- a) To restrict development that has a negative impact on the open and natural character of the rural area.*
- b) To restrict development that requires the introduction of urban services into the rural area.*
- c) To discourage the intrusion of land uses that are incompatible with the rural character and/or resource activities of the area.*
- d) To encourage the maintenance and development of passive low-intensity recreational uses such as four season trails in the Rural/Resource Areas of the Township, provided the use has a minimal impact on the character of the rural area and is properly sited.*
- e) To ensure that agriculture uses remain a part of the landscape of the Township.*
- f) To ensure that non-agricultural uses which may have an impact on farm operations are not permitted.*
- g) To permit land based recreational facilities that are compatible with the environment.*
- h) To encourage economic activity in rural areas that is compatible with rural environments and activities that must be located in rural areas.*
- i) To encourage forest management activities that incorporate best management practices on Crown and patented lands.*

The proposed development will not have a negative impact on the rural area. The development proposes Rural Residential development, in keeping with the permitted uses on these lands.

Section A.3.1 provides policy related to the Natural System. Section A.3.1.1 provides that the Environmental Protection Area represents identified wetland features and natural hazard lands within the Township. Section A.3.1.3 provides that the Rural and Resource Area applies to private lands in the rural areas of the Township of Seguin which are characterized by agricultural and rural development and large parcel sizes.

Section B.1.4 provides policy related to consideration for zoning by-law amendments are to consider the following:

- a) Soil and drainage conditions are suitable to permit the proper siting of buildings and other site improvements such as driveways, parking, and accessory structures;*
- b) Suitable arrangements have or can be made for water supply, sewage disposal, storm drainage and all other necessary public services;*

- c) *No traffic hazards will ensue because of excess traffic generation, or limited sight lines on curves or grades;*
- d) *The land fronts on an improved public road, on a road which is maintained by the Township and which meets municipal standards, or in the case of residential development on a private road in accordance with the relevant policies of this Plan;*
- e) *The potential impact of all adjacent land uses upon the proposed use has been adequately investigated in accordance with the policies of this Plan;*
- f) *The potential impact of the proposed use on adjacent lands has been considered, and an adequate mitigation, including the appropriate location and design of lots and buffer distances is provided between the use and adjacent uses in accordance with the policies of the Plan;*
- g) *New development will not be subject to flooding or erosion;*
- h) *The potential impacts on natural heritage values, both on the subject lands and on adjacent lands has been adequately evaluated and considered;*
- i) *The Minimum Distance Separation formulae is complied with; and,*
- j) *Agreements are in place with the Township to ensure that the policies of this Plan and the regulations of the implementing Zoning By-law are reflected through the development and monitoring of development sites as required.*

The proposed development has considered the site conditions in the size and location of the proposed new lots, including potential development, servicing and access. The subject lands front onto an improved public road which is maintained by the Township. Impacts on adjacent lands have been considered and appropriate setbacks and buffers will be maintained. The development will not be subject to flooding or erosion and the existing wetland has been considered and development has been located outside this area.

Section B.3 Lake Capacity provides that all development on the Township's lakes must protect, improve or restore the quality of the water in lakes, protect the visual and aesthetic character of the lake, and protect the recreational and social experiences of those people using the Townships' 186 lakes.

B.3.1.1.1 Over Threshold and High Sensitivity Lakes

- a) *Council shall not permit new development on any lake in the Municipality identified in Appendix I to this Plan that is highly sensitive and over threshold or where the modeled and measured level of total phosphorus would exceed either the threshold or trigger value of "Background + 50%" or the Provincial Water Quality Objective of 20 ug/l total phosphorus.*
- b) *New development for the purposes of a) above shall include any development requiring a Planning Act application (excluding minor variance and site plan approval) within 300 metres of the high water level of the lake identified in Appendix I, but shall not include development on existing lots of record where the existing zoning would permit the development. Zoning By-law amendments that may be permitted within 300 metres of these lakes could include an amendment to permit shoreline structures or a change in zoning to*

permit less intensive uses that will reduce phosphorus loading to the lake. Proposed zoning amendments must be accompanied by the required supporting studies as identified both in this Plan, and through preconsultation.

The proposed development has considered lake capacity. In accordance with the above, while a portion of one of the new lots will be within 300m metres of Dyson Lake, a site-specific zoning by-law amendment has been submitted to require a 300 metre setback for any development on the new lot, in accordance with B.3.1.1.1.

Section B.12.2 New Lots By Consent provides General Criteria in B.12.2.1.

Prior to issuing provisional consent for a new lot for any purpose, Council shall be satisfied that the lot to be retained and the lot (or lots) to be severed:

- a) conform to the specific land division policies contained in the land use designation sections of this Plan;*
- b) fronts on a public road that is maintained on a year-round basis; or*
- c) is considered infilling between existing lots on an existing private road as of the date of adoption of this Plan. The creation of new lots for any purpose on a private road shall be discouraged, except where the lot is already a case of infilling and the private road is of a standard that can provide access to emergency vehicles;*
- d) Where located on an island or where the proposed lot is to be accessed by water, the new lot must have deeded mainland parking and dockage with direct access to a public road and/or an existing right-of-way. The deeded access shall be registered on the title of the water access lot. The deregistration of the deeded mainland access from the water access lot shall only be permitted once alternative deeded mainland access has been registered on the title of the water access lot.*
- e) Access to water access lots on Lake Joseph or Lake Rosseau may be provided from a marina, provided written confirmation from the marina is obtained which indicates that adequate mainland parking and boat mooring is available to provide access for the additional development;*
- f) will not cause a traffic hazard;*
- g) has adequate size and frontage for the proposed use in accordance with the Implementing Zoning By-law and is compatible with adjacent uses;*
- h) can be serviced with an appropriate water supply and means of sewage disposal and is generally a minimum lot size of 1 hectare or as approved in accordance with Section E5 of this Plan;*
- i) will not have a negative impact on the drainage patterns in the area;*

- j) *will not have a negative impact on the quality of any lake or waterbody and is within the biological and recreational capacity as determined in accordance with the policies of this Plan;*
- k) *will not restrict the development of the retained lot or other parcels of land, particularly as it relates to the provision of access, if they are designated for development by this Plan;*
- l) *will not have a negative impact on the features and functions of any natural heritage feature in the area;*
- m) *the shape and dimension shall be appropriate to the use proposed taking into account: the character and topography of the area;*
- n) *Prior to the approval of a development application, the proponent shall provide confirmation that arrangements have been made for the treatment of the hauled sewage to be generated from the development at a duly licensed facility;*
- o) *suitable building space exists outside of the regulatory flood elevation or lands prone to flooding and the site can be accessed during times of flooding; and,*
- p) *meets the requirement of Section 51(24) of the Planning Act.*

Provisional consent may be granted subject to appropriate conditions of approval for the severed and/or retained lot in accordance with the Planning Act.

The proposed development conforms to the land division policies in the land use designation section, fronts onto a public year round maintained road, will not create a traffic hazard, has adequate size and frontage, can be appropriately serviced, will not have a negative impact on drainage or quality of lake. The retained lands are not restricted and the development is proposed outside of the wetland. The shape and dimension are appropriate for the lands, taking into consideration both the character and topography of the area.

B.12.2.5 Rural and Resource Area - New Lots for Residential Purposes

In accordance with the Growth Management Goals and Objectives of this Plan to focus growth to settlement areas and maintain the rural character of the Township, only a limited number of new lots for residential purposes can be created in the Township. Limited residential development in the Rural and Resource Area will occur by consent.

- a) *In considering the creation of a new lot in the Rural and Resource Area, Council shall be satisfied that the proposed lot(s):*
 - i) *Shall have a minimum lot area of 1.2 hectares for Rural Residential lots. Minimum lot sizes of 4 hectares shall be required for Rural lots to protect space expansive rural uses, aggregate operations, existing rural character, land use compatibility, environmental or*

topographic features, against the fragmentation of natural heritage features and areas of agricultural lands.

- ii) Shall have a minimum lot frontage of 150 metres onto a year-round maintained road for Rural lots. Minimum frontages of 90 metres onto a year-round municipally maintained road may be acceptable for Rural Residential lots in areas of established rural residential development with frontages less than 150 metres.*
- iii) is located at least 300 metres from the limits of the shoreline of a high sensitivity, over-threshold lake, in accordance with Section B.3.1.1.1 a) and b) of the Official Plan or an at capacity Lake Trout Lake in accordance with Section B.3.2.1 b) of the Official Plan*
- iv) Limited back lot development as defined in the policies of Section B.12.2.4 c) of the Official Plan shall be permitted subject to the new lot(s) having minimum lot area of 4 hectares, and a minimum frontage of 120 metres on a year-round maintained public road;*
- v) Preserves natural vegetation in the front yard in order to maintain the rural character of the area.”*

The application proposes two new lots in accordance with B.12.2.5 a). The new lots are greater in lot area than 1.2ha. Lot 1 has a lot frontage of 90m and Lot 2 has a lot frontage of 287m on a year-round maintained public road. A Zoning By-Law Amendment application has been submitted to ensure any new development is located at least 300m from the limits of Dyson Lake. Natural vegetation will be preserved in the front yard to maintain the rural character.

Section C.1 of the Official Plan provides policy related to the Township’s Natural Heritage System.

C.1.1 ENVIRONMENTAL PROTECTION AREA

C.1.1.1 Basis and General Objectives

Environmental Protection Area designation is land and water areas containing natural features or ecological functions of Provincial and local significance as identified by the Province or Township. Environmental Protection Area lands have been identified by the Township to:

- a) preserve and protect identified wetlands both for the values as wetlands and to preserve and protect associated habitat;*
- b) preserve the locally significant watercourses and other locally significant environmental features;*
- c) preserve areas that contain hazardous lands such as steep slopes and lands prone to flooding;*

- d) preserve and enhance the quality and quantity of ground and surface water; and,*
- e) preserve and enhance areas of significant fish habitat.*

The application proposes development outside of the identified Environmental Protection Area.

Section C.1.3. of the Official Plan provides policy related to Rural and Resource Area. Section C.1.3.1 provides that the designation accommodates a range of uses including rural residential. One of the objectives of this designation, g) provides to recognize existing rural residential uses and permit limited new rural residential development in accordance with the policies of the Plan.

Residential use is permitted in this designation. Section C.1.3.2 d) provides the Single detached residential dwellings are a permitted use.

Section C.1.3.3 provides that lands designated Rural and Resource Area shall be placed in specific zones in the Implementing Zoning By-law. Areas within the Rural and Resource Area designation that are considered good agricultural lands may be zoned in an Agricultural Zones. Existing sand and gravel pits within the Rural and Resource Area designation shall be zoned in an Aggregate Resources zone and existing waste management facilities will be places in the appropriate zone.

Section D.4 provides Natural Heritage Features policy. Section D.4.3 provides policy related to Wetlands. It is the policy of the Plan to protect wetlands and limit development in proximity to these features. Section D.4.9 provides that adjacent lands are those 50 metres of the boundary of other wetlands and 30 metres of any watercourse.

The application proposes development outside of the Environmental Protection designation, and a minimum 50m setback is proposed through the zoning by-law amendment application requested by staff. This setback will ensure development is outside of the area and the identified adjacent lands.

The application conforms with the Township Official Plan.

Township of Seguin Zoning By-law 2006-125

The Subject Lands are currently zoned Rural Residential (RR) and Environmental Protection (EP) in Township of Seguin Zoning By-law 2006-125. The application proposes to create two new lots and implement a minimum 50 metre setback from the EP lands and 300m from Dyson Lake.

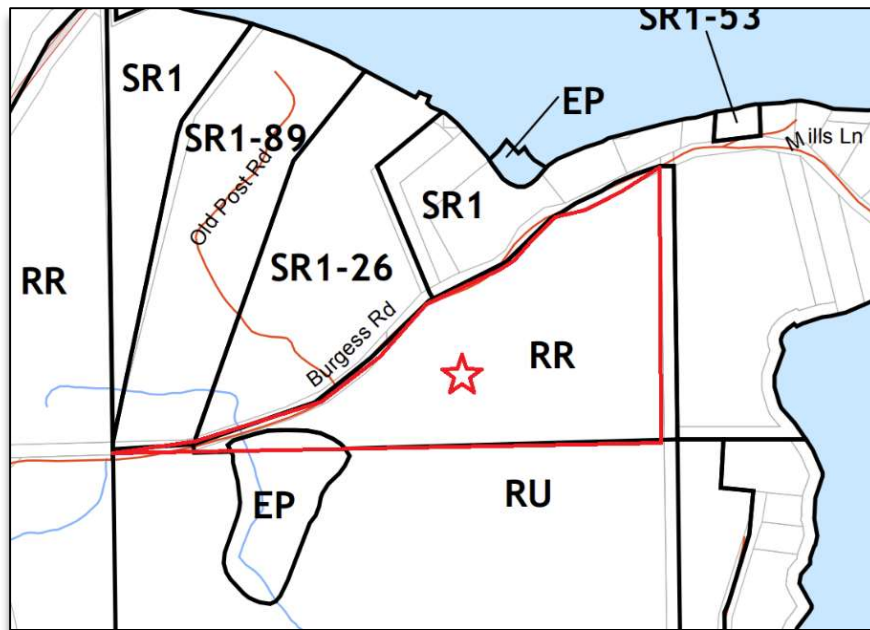


Figure 4: Seguin Zoning Map No. 30 - Excerpt
Source: Township of Seguin Website

Section 10, Table 10.1 provides that a detached dwelling is permitted on lands zoned RR.

Table 10.2 provides minimum lot requirements for this Zone as follows:

STANDARD	RR
Lot Area (Minimum)	1.2ha
Lot Frontage (Minimum)	90m

The application proposes two new lots that comply with the RR lot requirements. No amendment to lot sizes is required by the application, however staff have requested a Zoning By-law Amendment to ensure a 50m setback to the EP zone and 300m to Dyson Lake.

The application proposes the following exception:

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
Exception Number	Additional Permitted Uses	Only Uses Permitted	Uses Prohibited	Special Requirements	Other Provisions
RR-XX				Zone • Minimum setback from Dyson Lake – 300 metres • Minimum setback from EP – 50 metres	Special All other provisions of Zoning By-law 2006-125 shall apply to the subject lands

- i) The minimum setback for all buildings and structures, including septic system components is the following;
 - from the EP zone is 50 metres
 - from Dyson Lake is 300 metres

Summary

- The proposed application is the creation of two new lots
- The retained and severed lands comply with the minimum lot area and frontage requirements for the RR zone
- The application proposes a Zoning By-law amendment to conform with the Official Plan setbacks from other wetlands, watercourse and over threshold/high sensitivity lakes
- The application is consistent with the Provincial Planning Statement, conforms with the Township Official Plan, is appropriate and represents good planning

Respectfully Submitted,



Melissa Markham, MCIP, RPP

Attachments

Attachment 1 – Proposed Plan

Attachment 1

Proposed Plan

Prepared for: Mayor and Members of Council

Subject: Zoning By-law Amendment Application R-2026-0002-H (Roy/Quinton)

From: Lauren Rettie, Senior Planner, Planning Department

Agenda Date: August 4, 2026

Report No: PL-2026-085

Public Meeting Report

Proposal	The owners are proposing to construct a one-storey, two-slip boatport. The subject property contains an existing legal non-complying dock with a boat lift attached to the north side. The boat lift is proposed to be removed and replaced with a boatport, which would be angled and attached to the dock. The existing dock has a deficient side lot line setback of 2.1 metres from the southern side lot line. The proposed boatport would also be located approximately 2.1 metres from the southern side lot line. A Zoning By-law Amendment is required to permit the reduced side lot line setback for the proposed structure. Staff note that the original proposal contemplated the removal of a portion of the Environmental Protection (EP) Zone along the shoreline of the subject lands. In support of that proposal, a Fish Habitat Assessment was prepared by FRi Ecological Services. The applicants have since confirmed that the proposed boatport location is outside of the existing EP Zone. As a result, no removal or modification of the EP Zone is required through the current application. The Notice of Public Meeting reflected the revised proposal.
File Details	Zoning By-Law Application: R-2026-0002-H Owner: Peter Roy and Natalie Quinton Agent: John Jackson Civic Address: 87 Steeles Road Roll No. 4903-010-002-13810
What is the request?	The purpose of the proposed Zoning By-law Amendment is to rezone the lands from a Shoreline Residential One (SR1) zone to a Shoreline Residential One Exception (SR1-XX) Zone to facilitate the construction of a one-storey, two-slip boatport attached to the existing legal non-complying dock as an angled extension, with a reduced side lot line setback. The following is required to permit the development:

	Permitted	Proposed
Section 4.28 C) Table 4.3 Minimum setback from the southern side lot line (Boatport)	12.5 metres	2.1 metres

INFORMATION SHOWN ON THIS SKETCH
HAS BEEN DERIVED FROM
PLAN OF SURVEY BY
D. E. MAGEE, O.L.S.,
DATED 1996 AND NOT VERIFIED BY
UP TO DATE FIELD SURVEY

SCALE 1:500

5m 0 5 25m
30.02 m

TRAVELLED

TOWNSHIP ROAD

HYDRO POLE

HYDRO AND BELL LINES

DRIVEWAY

HYDRO POLE

0.7m UNDERGROUND STORM SEWER

PART 2

PART 3

42R-7803

8.6

LOG DWELLING ON LOT FOUNDATION

16.9

22 5

LOT CONCESSION

PART 1 42R-7803

26.8

SHORE

Shed (9x12)

12.5

EARTH PIT TOILET

ROAD

ALLOWANCE

STANLEY BAY

LAKE JOSEPH

PROPOSED BOATPORT

CRIB DOCK

2.1

9.7

7.5

2.7

12.5m 1.8

65.7m

60.5m

26.7

16.7

Area of EP shaded in purple

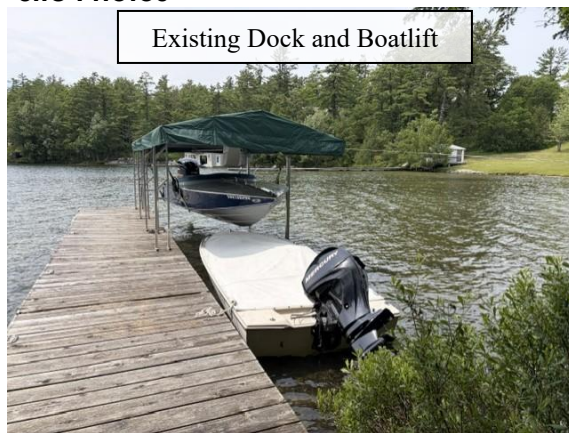
Proposed Boatport

Allowable Boatport Area
(Based on Figure 24
of Fish Habitat Assessment)

Clerk: No objection
Building: No objection
Fire/By-law: No objection
Public Works: No comments received
Treasury: No objection

	Please note that all comments will be considered as part of the staff recommendation report to Council.
Public Comments	No public comments have been received at the time of writing this report. Please note that all comments will be considered as part of the staff recommendation report to Council.
Official Plan	Designations - Shoreline Area (southern portion of the property), Rural and Resource Area (northern portion of the property)
Zoning	Shoreline Residential One (SR1), portion of Environmental Protection (EP) in water
Access	Steeles Road (public, year-round)
Lot Size and Frontage	Lot size: +/- 0.46 hectares Frontage: +/- 60.8 metres (Lake Joseph)
Existing Development and Site Characteristics	- The property contains a dwelling, shed and a dock with a boatlift. - The property is an irregularly shaped waterfront lot, largely vegetated with mature tree cover. - The neighbouring properties are used for waterfront recreational and residential purposes. - The existing dock is located outside of the Environmental Protection (EP) zone (see Figure 2 below) Figure 2 – Aerial Photo 

Figure 3 – Site Photos



Supporting Studies	2025 Fish Habitat Assessment – FRI Ecological Services – Schedule B • FRI Ecological Services completed a fish habitat assessment for the shoreline and nearshore area fronting the subject lands. A majority of the subject frontage is zoned Environmental Protection (EP) due to historic mapping of Type 1 fish habitat. • FRI notes that the proposed boatport location represents the deepest water. • Limited aquatic vegetation was observed primarily in association with the creek outlet and underwater channel near the property boundary. FRI recommended that this area continue to be protected through EP zoning. • FRI concluded that most of the shoreline and nearshore area provides general fish habitat only and does not contain specialized fish habitat values warranting EP zoning across the entire frontage. • FRI recommended that the area extending 20 metres easterly from the creek outlet remain zoned EP, while the balance of the shoreline area could be removed from the EP zoning if required. However, given the applicant's confirmation that the boatport is outside the EP Zone, no EP zone removal or modification would be required for the proposed boatport.
Key Considerations and Next Steps	- The Official Plan highlights the standards for appropriate waterfront building design including: • Site design that promotes an appropriate design relationship between the lake, adjacent land uses, on-site uses and structures and visual aesthetics • Ensuring that buildings are massed to recognize appropriate scale and not dominate the shoreline • Limiting lot coverage within the first 60 metres of the property - Staff note that a building permit for the replacement of the legal non-complying dock was issued in 2008. - Based on the Township's aerial mapping, there appears to be approximately 26 metres between the existing dock on the subject lands and the neighbouring boathouse to the south. - The applicant has advised that relocating the proposed boatport and dock further north would result in the structure being located within the EP

	zone, would create depth constraints, and would result in additional non-compliances with the Zoning By-law, including dock length issues. - Staff note that no detailed boatport plan was submitted by the applicants. The applicants have been advised that, notwithstanding the requested relief for the reduced side lot line setback, the proposed boatport must comply with all other applicable provisions of the Zoning By-law. A full recommendation and planning analysis will be brought forward for Council's consideration at a future Council meeting. The recommendation report will also consider public and agency comments.
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Prepared By:



Lauren Rettie
Senior Planner

Reviewed By:



Taylor Elgie, MCIP, RPP
Director of Planning



Jason Inwood
Chief Administrative Officer

Attachments:

Schedule A – Application

Schedule B – Fish Habitat Assessment by FRi Ecological Services

Figure 4: Key Map





Township of Seguin
Application for
ZONING BY-LAW AMENDMENT

OFFICE USE ONLY		Date Stamp: Jan 12/2026
Application No.: <u>R-2026</u> - <u>0002</u> - <u>H</u>		
File Name: <u>Roy</u>		
Civic Address: <u>87 Steeles Rd</u>		
Application Complete: ☒ Yes ☐ No	Fee Received: ☒ Yes ☐ No	

ROLL # 4903-010 **-** 002 **-** 13810 **-** 0000

Did you consult with the Township Planning Department? ☒ Yes ☐ No

If yes, please submit a copy of your completed "Consultation Form".

1. CONTACT INFORMATION:

All communication will be directed to the Primary Contact only.

Primary Contact: John Jackson Planner Inc

a) Registered Owner(s): Peter Roy and Natalie Quinton

(List all owners and contact information if multiple exist)

Mailing Address: 24 Aylesbury Road, Etobicoke, ON M9A 2M5

Home Phone: _____ Home Fax: _____

Business Phone: 416-220-8669 Business Fax: _____

Email Address: peter2010@broy.com

b) Agent: John Jackson Planner Inc

Mailing Address: 2-1 Mall Drive, Parry Sound, ON P2A 3A9

Home Phone: _____ Home Fax: _____

Business Phone: 705-746-5667 Business Fax: _____

Email Address: JJPlan@vianet.ca

c) **Planner:** Agent

Mailing Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

d) **Surveyor:** _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

e) **Solicitor:** _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

f) **Engineer:** _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

2. DESCRIPTION OF SUBJECT LANDS

a) Concession(s): 5

b) Lot(s): 22

c) Registered Plan No. : _____ Lot(s)/Block(s): _____

d) Reference Plan No. : 42R-7803 Part(s): 1

e) Geographic Township (former municipality) : Humphrey

f) Civic Address: 87 Steele's Road

g) Dimensions of subject lands:

Frontage (m)	Depth (m)	Area (ha)
60.8	±80	0.46

h) Official Plan (current designation of subject lands) : Waterfront

i) How does the application conform to the Official Plan: _____
Supports structures on recreational waterbodies subject to the
provisions of the zoning by-law

j) Are there any easements or right-of-ways affecting the subject lands?
☐ Yes
☒ No

If yes, indicate and describe the purpose of the easement or right-of-ways:

k) The subject land is within an area where zoning with conditions apply:
☒ Yes
☐ No

If yes, please attach an explanation of how the application conforms to the Official Plan policies relating to the zoning with conditions.

l) The subject land is within an area where the municipality has pre-determined the minimum and maximum density requirement or the minimum and maximum height requirements:
☐ Yes
☒ No

If yes, state the requirements: _____

m) The subject land is within an area of land designated under any provincial plan or plans:
☒ Yes
☐ No

If yes, does the application conform to or does not conflict with the applicable provincial plan or plans:

☒ Yes
☐ No

3. ZONING BY-LAW AMENDMENT

a) The current zoning of the subject land: LSR and EP

b) The nature and extent of the proposed rezoning: Rezone to a special exception zone

c) The purpose of the proposed rezoning: To allow the construction of
a boatport (attached to an existing crib dock) with a side yard of 2.1 metres
where 12.5 metres is permitted.

- d)** Dimensions of the proposed lands to be rezoned:
If only a portion of the subject property is being rezoned.

Frontage (m)	Depth (m)	Area (ha)

- e)** The application is to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement:
- ☐ Yes
☒ No

If yes, attach details of the Official Plan or Official Plan amendment that deals with the above matter.

- f)** The application is to remove land from an area of employment:
- ☐ Yes
☒ No

If yes, attach details of the Official Plan or Official Plan amendment that deals with the above matter.

- g)** The requested amendment to the Zoning By-law is consistent with the policy statements issued under subsection 3 (1) of the Act:
- ☒ Yes
☐ No

4. EXISTING AND PROPOSED USES

- a)** Date the subject land was acquired by the current Owner: 2016

- b)** Existing uses of the subject land:

Vacant

- c)** Length of time that the existing uses have continued: --

- d)** Proposed uses of the subject land:

Residential

**Attach a separate description if necessary*

e) Date the existing building(s) or structure(s) on the subject land were constructed:

Type of building/ structure	Date Constructed
1. Dwelling	1990
2. Shed (9x12)	?
3. Existing Crib Dock	?
4.	

f) Location of all buildings and/or structures on the subject land (metric):

Existing:

Type of building / structure	Front Yard (m)	Interior Side Yard (m)	Exterior Side yard (m)	Rear yard (m)
Dwelling	26.7	16.9	8.6	44.99
Shed (9x12)	12.2	25	26.8	79.1
Crib Dock	--	3.4	3.4	43

Proposed:

Type of building / structure	Front Yard (m)	Interior Side Yard (m)	Exterior Side yard (m)	Rear yard (m)
Boatport	--	3.4	35.8	110

**Attach separate sheet if more than 4 existing or proposed structures*

g) Dimensions of all buildings or structures on subject land.

Existing:

Building	Ground Floor Area (m ²)	Gross Floor Area (m ²)	# of Stories	Length (m)	Width (m)	Height (m)
Dwelling	126.9	126.9	1	15.6	13.4	5
Decks	45.6	45.6	1			
Shed	10	10	1	2.7	3.6	4
Crib Dock	19.2	19.2	1	12	1.6	

Proposed:

Building	Ground Floor Area (m ²)	Gross Floor Area (m ²)	# of Stories	Length (m)	Width (m)	Height (m)
Boatport	97	97	1	9.7	10	5

h) What are the adjacent land uses:

To the north: Seasonal

To the south: Residential

To the west: Residential

To the east: Seasonal

5. ACCESS

- a) Access to the subject land is provided by: 87 Steele's Road
- ☐ Provincial highway
 - ☒ Municipal road (year round)
 - ☐ Municipal road (seasonal)
 - ☐ Private road / Right-of-Way
 - ☐ Other road
 - ☐ Water

- b) If access to the subject land is by water only, indicate the following:
Provide written confirmation of parking and docking facilities.

Docking facility: _____

Distance from docking to subject land: _____

Distance from docking to nearest public road: _____

Parking facility: _____

Distance from docking to parking: _____

Distance from parking to nearest public road: _____

6. SERVICES

- a) Water is provided to the subject land by:
- ☐ Private well
 - ☐ Privately owned/operated communal well
 - ☒ Lake or other water body
 - ☐ Other: _____
- b) Sewage disposal is provided to the subject land by:
- ☐ Private sewage system
 - ☐ Privately owned/operated communal sewage system
 - ☒ Privy
 - ☐ Other: _____
- c) Storm drainage is provided to the subject land by:
- ☐ Ditches
 - ☐ Swales
 - ☐ Natural
 - ☐ Other: _____

7. OTHER APPLICATIONS

- a) Indicate if the subject land is the subject to any applications currently under the Planning Act:

Application	File #	Status
Plan of Subdivision/Condominium (Section 51)		
Consent (Section 53)		
Minor Variance (Section 45)		
Zoning By-law (Section 34)		
Official Plan (Section 22)		
Site Plan (Section 41)		

- b) The subject land has been the subject of a Minister's Zoning Order:

- ☐ Yes
☒ No

If yes, indicate the Ontario Regulation number of the order: _____

8. DIRECTIONS: HOW TO GET THERE

Civic Address: 87 Steele's Road

Directions from Seguin Township Office (5 Humphrey Dr. Hwy 141) to your site:

Take Highway 141 east. Turn Right Highway No. 632. Take 632 to

Stanley House Road. Turn right onto Stanley House Road.

Slight right onto Steeles Road.

9. PLANS REQUIRED

Please attach 10 copies of the sketch, site plan or survey **drawn to scale, in metric**.
One copy must be submitted on 8.5" x 11" paper and an electronic version in Adobe Acrobat pdf format.

Minimum requirements will be a sketch showing the following:

- ☐ The boundaries and dimensions (frontage, depth and area) of the subject land.
- ☐ Indicate the area to be rezoned.
- ☐ The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front lot line, rear lot line and the side lot lines.
- ☐ The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the Applicant, may affect the Application. Examples include buildings, railways, roads, watercourses, drainage ditches, banks of rivers or stream, wetlands, wooded areas, wells and septic tanks.
- ☐ The current uses on land that is adjacent to the subject land.
- ☐ The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public road, a private road or a right-of-way.
- ☐ If access to the subject land is by water only, the location of the parking and docking facilities to be used.
- ☐ If the subject land has lake frontage, label the lake name.
- ☐ The location and nature of any easement affecting the subject land.
- ☐ North arrow and scale.

12. DECLARATION OF OWNER/AGENT

Must be signed by the Owner(s)/Agent in the presence of a Commissioner.

I John Jackson (Owner(s)/Agent) of the Municipality
of McDougall in the County/District/Regional Municipality of Parry Sound

do solemnly declare that all of the statements contained in this Application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Declared before me at the Town of Parry Sound
in the District of Parry Sound
this 9 day of January, 2026.

Signature of Owner



Signature of Agent (if Applicable)



Signature of Commissioner

Signature of Owner

**Patrick James Christie, a Commissioner, etc.,
Province of Ontario, for
Parry Sound Area Property Consulting Inc.
Expires September 4, 2027**

Commissioners Stamp

13. ADDITIONAL FEES

If Planning, Engineering and/or legal fees are incurred by the Township pertaining to this Application, the Applicant, by endorsing below, hereby agrees to submit the balance due, upon receipt of an invoice for same.


Signature of Owner(s)/Agent

January 9, 2026

Date

Please submit this application to the Township of Seguin Planning Department at:

**Township of Seguin
5 Humphrey Dr., RR#2
Parry Sound, ON
P2A 2W8
Bus: 705-732-4300
Fax: 705-732-6347
Toll Free: 1-877-473-4846**

10. AUTHORIZATION BY OWNER

Applicable if an Agent is making this application on your behalf.

If the Applicant is not the Owner of the subject land of this Application, the written authorization of the Owner stating that the Agent is authorized to make the Application on their behalf must be included with this application form or the authorization set out below must be completed.

Please Note: If the Owner is an incorporated company, authorization of the appropriate signing officer(s) is required in accordance with the company's by-laws.

I (we), Peter Roy the undersigned, being the
Registered Owner(s) of the subject land, hereby authorize John Jackson Planner
Agent
to act as my Agent with respect to the preparation and submission of this Application.

Signature of Owner

Date

Dec 4th 2025

Signature of Owner

Date

Dec. 4th, 2025

11. FREEDOM OF INFORMATION AND PRIVACY

Personal information contained in this form, collected and maintained pursuant to Section 34 of The Planning Act, will be used for the purpose of responding to the Application and creating a public record. The Owner's Signature acknowledges that "personal information [is] collected and maintained specifically for the purpose of creating a record available to the general public;" per Section 14(1)(c) of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M. 56.

The applicant acknowledges that the Township considers the application forms and all supporting materials, including studies and drawings, filed with this application to be public information and to form part of the public record. With the filing of an application, the applicant consents to the Township photocopying and releasing the application and any supporting material either for its own use in processing the application or at the request of a third party, without further notification to or permission from the applicant. The applicant also hereby states that it has authority to bind its consultants to the terms of this acknowledgement. Questions regarding the collection of information should be directed to the Director of Planning at the Township of Seguin at (705) 732-4300.

Signature of Owner

Date

Dec 4th 2025

Signature of Owner

Date

Dec. 4th, 2025

Signature of Witness

Date

Fish Habitat Assessment

87 Steeles Road

Lake Joseph, Seguin Township

July 2025



Contents

Introduction.....	3
Approach	4
Background Information.....	4
Field Investigation.....	5
Existing Condition – Shoreline (Back Shore/Upland)	5
Existing Condition – Littoral Zone	7
Other Observations	15
Recommendations.....	15
Recommendations for a Future Boathouse.....	17

Introduction

FRi Ecological Services was engaged to complete a fish habitat assessment of the shoreline and nearshore area for two neighbouring properties – 87 & 93 Steeles Road which have water frontage on Lake Joseph. This report addresses the approach, field work and recommendations for the property described as 87 Steeles Road (Figure 1).

Presently, the entire shoreline frontage for the subject property is zoned Environmental Protection (EP) because of the apparent presence of Type 1 fish habitat. The current EP zoning does not permit the construction of a boathouse. This fish habitat assessment was completed in support of a possible rezoning and siting of a boathouse that would be permitted under the current municipal planning framework and federal *Fisheries Act* (1990).



Figure 1: 87 Steeles Road, Lake Joseph highlighted in green. Note the east half of the property is mature mixedwood forest. The dwelling is situated near the west property boundary and includes an area of lawn both in front of and behind the dwelling. There is a small, vegetated buffer strip along the lake frontage. The basemap imagery (May 2018) shows the lake area fronting the property; note the sand bottom.

The metadata for the fish habitat polygon indicates that the source is the Muskoka Lakes Fisheries Assessment Unit (MLFAU) 'vegetation mapping' completed in 1991. Areas of dense aquatic vegetation can provide spawning and nursery habitat for several fishes including bass and Northern pike. Other than the general 'Type 1' fish habitat identified in the Township's mapping and the reference to 'vegetation mapping' in the GIS data, there are no other details or information about the type of fish habitat fronting the shoreline. A review of available orthoimagery reveals the presence of a creek inlet and an apparent sand bottom.

The water levels on Lake Joseph are regulated by the Ministry of Natural Resources (MNR); flows and levels are governed by the Muskoka River Water Management Plan.

Field Investigation

An in-person field investigation was conducted on June 18, 2025; a two-person crew completed an assessment of the existing conditions both on shore and in the lake fronting the property. Representative photographs were taken, and some are included below to accompany the descriptions of what was observed.

Existing Condition – Shoreline (Back Shore/Upland)

The subject property is situated at the end of Pickerel Bay, generally at the north end of Lake Joe. The east side of the lot is mature mixedwood forest, with shallow soils and moderate slopes; species include white pine (*Pinus strobus*), Eastern white cedar (*Thuja occidentalis*), white birch (*Betula papyrifera*), red oak (*Quercus rubra*) and red maple (*Acer saccharum*). The shoreline includes species that prefer moist or wet soils like Eastern white cedar, red maple, leatherleaf (*Chamaedaphne calyculata*) and sweet gale (*Myrica gale*).



Figure 3: View of 87 Steeles shoreline from the lake – from the catamaran on the left to the dock on the right



Figure 4: Shoreline fronting the subject property; heavily vegetated (note catamaran on far left for reference); some rock cobble right on shore, but entire frontage fine sand.



Figure 5: (left) Shoreline looking southeast Figure 6: (right) Shoreline looking south, note sand bottom.



Figure 7: View of the dwelling and shoreline fronting the subject property. Note the majority of the shoreline is vegetated except for a small access point where the catamaran is parked. There is lawn between the vegetated strip and the dwelling.

The developed area of the property includes a dwelling and small shed/bunkie near the water. A short crib dock with boat lift are present at the southern most boundary of the property, likely to take advantage of deeper water for motorized boats and other recreational vehicles. This dock is accessed by a small path through the forested area, not visible from the water side of the lake.

Existing Condition – Littoral Zone

The littoral zone area, specifically the area of shallow water where sunlight reaches the lake bottom and biologists were able to see the bottom including the substrate, fish and aquatic vegetation was described. The entire littoral zone area is covered in a fine, sand substrate. There is a line of angular rocks along the waters' edge on the east side of the property in front of the undeveloped area. There is a small beach /access where the catamaran is parked; the areas on either side of this are vegetated. The unnamed creek is present on the extreme west side of the property. Water depths in the bay fronting average 30 cm to about 1.5 metres at the end of the existing dock which extends about 12 metres from shore.



Figure 8: Shoreline and fine sand bottom (yellow bits on surface are pollen), looking northward from the nearshore lake.



Figure 9: View of the fine sand substrate, typical of the shallow, sandy bay fronting the subject property. Note the leaf litter and small sticks (detritus) on the bottom, no aquatic vegetation was visible fronting the subject property.



Figure 10: View of the nearshore area (littoral zone) along the frontage of the subject property looking ~ south. Note the boat lift and dock in the far right corner of the photograph. The substrate is visible and consists of fine sand with leaf litter and small sticks visible as darker objects.



Figure 11: View of existing crib dock and boat lift, subject property; note the sand bottom.



Figure 12: Close up of sand bottom under the boat on lift. Fish were observed under both the dock and boat.

There was limited evidence of aquatic vegetation in the bay fronting the subject property; FRI observed some small patches along the shoreline including emergents- lakebank sedge (*Carex lacustris*) and pickerelweed (*Pontederia cordata*) (Figure 13) and a 'ribbon' of vegetation associated with the outflow channel of the unnamed watercourse. The ribbon of vegetation included water shield (*Brasenia schreberi*) and pondweed (*Potamogeton sp.*) (Figure 14).



Figure 13: Lakebank sedge and very small patch of pickerelweed along shoreline of subject property. Creek mouth is shown with white arrow.



Figure 14: Ribbon of aquatic vegetation, bottom half of photo, darker mid-section of photo is the underwater stream channel; alternate view shown in Figure 15.

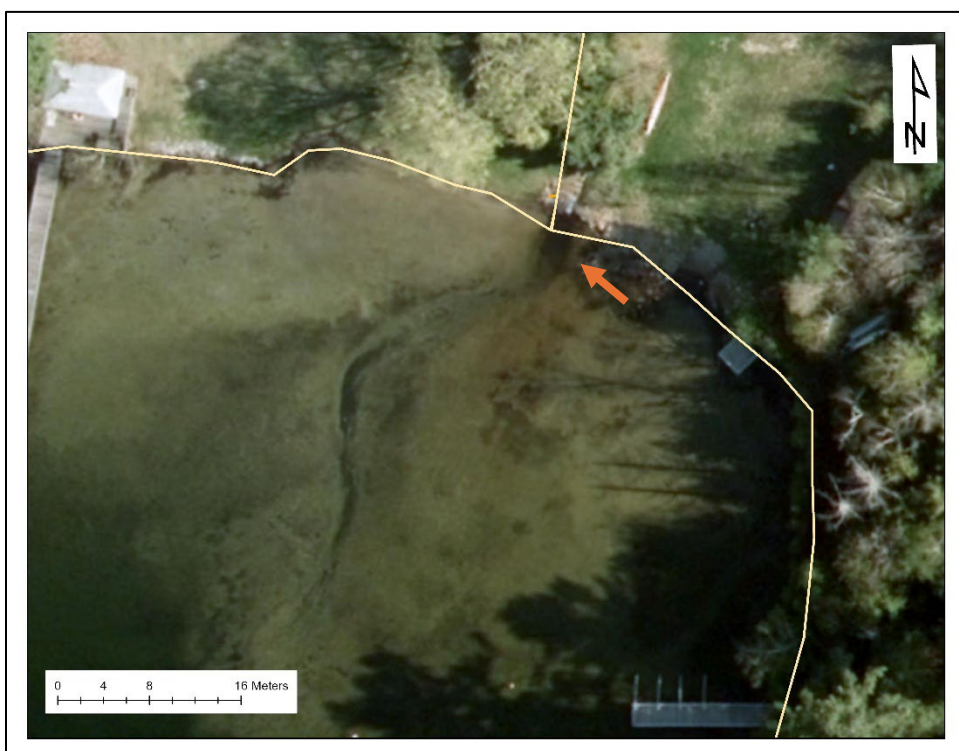


Figure 15: Underwater channel extending from creek outlet into lake; ribbon of vegetation pictured above (Figure 14); vegetation location is shown with orange arrow.

Note the darker area in Figures 14 & 15 is the underwater channel along which limited aquatic vegetation grows.

A small area of lakebank sedge (*Carex lacustris*), sensitive fern (*Onoclea sensibilis*), speckled alder (*Alnus incana* spp. *rugosa*) and sweet gale (Figures 14 & 15) is present at the creek inlet along the property boundary between 87 and 93 Steeles Road.



Figure 16 & Figure 17: Aquatic vegetation at the creek inlet; along the east boundary line of the subject property.

The field investigation was completed June 18th which is an appropriate time to see aquatic vegetation when it is present. June through September represent the best months to provide a clear indication of the presence and amount of aquatic vegetation. In general, there does not appear to be much aquatic vegetation in the area currently zoned EP. The field investigation confirms that much of the bay which is zoned EP because of Type 1 fish habitat (aquatic vegetation), could be rezoned to 'shoreline residential one' (SR1) or other appropriate zoning consistent with the neighbourhood that would allow the construction of a boathouse.

To support this assertion, FRi looked back through a series of aerial images from Google Earth which further support the 2025 observations. Images from August 2006, September 2017, August 2022 and September 2023 are provided below for comparison.



Figure 18: August 2006 Google Earth image; note some limited aquatic vegetation is visible at the creek outlet and channel that is visible on the lake bottom. Figure 19: September 2017 Google Earth image, the approximate creek channel is visible, there is no sign of aquatic vegetation.



Figure 20: (left) Google Earth image from August 2022. This represents the best available imagery which shows a meander of aquatic vegetation associated with creek outlet and underwater channel. Figure 21: (right) Google Earth image from September 2023, the same vegetation meander is visible.

The more recent Google Earth images (2022 and 2023) show some aquatic vegetation associated with the channel, there are no significant patches represented in the bay fronting the subject property.

Other Observations

FRi field biologists observed fish – specifically rock bass (*Ambloplites rupestris*) – swimming near and under the existing crib dock and boat (on a lift). The fish seem to be using the dock as a resting and feeding place; it offers the only cover for fish in the nearshore area fronting the subject property.

Rock bass are an introduced species⁵ and are less desirable in a lake that is managed for lake trout. Rock bass grow quickly when young and outcompete the slower growing juvenile lake trout. In addition they eat lake trout eggs which incubate from late fall to early spring on rocky shoals. Generally, in a lake managed for an ‘excellent’ lake trout fishery, rock bass management would not be conservative in nature. Lake Joseph is in Fisheries Management Zone 15 which has a year-round open season for rock bass with a catch and possession limit of 50 fish with a sport fishing license.

Based on their life history and preferences for utilizing structures for cover and feeding; a boathouse installation is not anticipated to impact the use of the nearshore area for rock bass. In fact, it may be enhanced. The same is true for any other fishes present in Lake Joe that use nearshore areas; the presence of docks, boathouses and other structures provide diversity and habitat in an otherwise open, shallow, sandy area.

Considerations specific to lake trout include whether the nearshore habitat in the bay is suitable for any life stage of trout. The oldest, largest lake trout inhabit the coldest and deepest parts of the lake, especially in the warmer summer months because this is the best habitat. As a large old fish, they dominate the best habitats and force the younger, smaller fish to the fringes e.g. the shallower, warmer and less oxygenated habitats.

This area of Pickerel Bay fronting the subject property is shallow, warms quickly following ice-out and is sandy. It is not suitable spawning habitat for lake trout; they require rock or cobble shoals with interstitial spaces at depth, usually west facing to ensure wave action and oxygenation. Deep, cold highly oxygenated water is preferred by all life stages of lake trout. These areas are available in the bottom of the lake referred to as the hypolimnion or below the top layers of mixing surface water during the summer months. In the winter, following fall turnover and mixing, there is more habitat available for lake trout where the appropriate temperatures and dissolved oxygen levels are within a range suitable for trout, but this does not include shallow, nearshore areas. In conclusion, the nearshore area fronting the subject property is not suitable habitat for lake trout at any time of the year.

Recommendations

The EP zone in the bay fronting the subject property is because of Type 1 fish habitat. Fish habitat typing is an historic approach to fish habitat management dating back to the 1990’s. The Parry Sound District MNR office is one of the only offices in Ontario that continues to apply fish habitat

⁵ Lake Fact Sheet – Parry Sound District, Lake Joseph. Ministry of Natural Resources. Updated 2018. 3pp.

typing to their area of interest. Note that the current law and provincial planning framework do not support the fish habitat typing approach to fish habitat management and protection.

The Province has certain delegated responsibilities assigned by the federal government under the Fisheries Act e.g. Fishing Regulations, but the province is not directly responsible for fish habitat protection. This falls under the purview of the federal government.

The federal *Fisheries Act* is the legislation which provides protection provisions for fish and their habitat. The recently revised *Fisheries Act* (1985), Sections 34.4 and 35, represent the current legislative framework that protects fish and their habitat. These sections include prohibitions on activities which 'result in the death of fish' or 'result in the harmful alteration, disruption or destruction of fish habitat' (HADD). The Act has exceptions to these prohibitions which include authorizations and prescribed work (detailed in the Regulations).

Fish habitat 'typing' is irrelevant to inform the sensitivity of a fish habitat since the Act prohibits both the death of fish and the harmful alteration, disruption or destruction of fish habitat. The Act treats all fish and fish habitat equally – it does not differentiate or assign levels of sensitivity based on the thermal regime or species of fish present in a waterbody or watercourse.

The field investigation and confirmation of the absence of specialized fish habitat as well as consideration for the fishes present, including lake trout, which Lake Joe is managed for, all suggest that most of the area fronting the property does not need a zoning of EP given the absence of specialized fish habitat values.

FRi recommends the nearshore area from the creek outlet, easterly for 20 lineal metres be set aside from development and remain in the EP zoning. The 20 metres should be measured following the shoreline high water mark, since a boathouse would be situated on the shoreline. The area shown on Figures 23 and 24 follows the shoreline for 20 metres, then follows the boundary of the original EP area shown in Township and online mapping.

The recommended 20 metre setback will continue to provide protection for the creek outlet and associated flows, as well as the scattered aquatic vegetation 'meander' that seems to grow associated with the underwater channel (see Figures 14 and 15).

The remaining nearshore area can be rezoned to SR1 or LSR, or the zoning designation removed entirely since it is just lake, like neighbouring properties. FRi defers to the Planning Department or a planning consultant to decide on the best zoning designation. Regardless of the zoning designation, it is FRi's opinion that the entire easterly section of area currently zoned EP, should be removed. This area is shown in Figure 23, noting the adjacent property was also investigated and addressed under a separate report.



Figure 22: Area to remain zoned as EP is shown in green hatching. This is intended to protect the creek outlet; the remaining area fronting the shoreline is not specialized habitat for fish and can be rezoned from EP to another appropriate shoreline zoning or none at all as it is 'lake'.

Recommendations for a Future Boathouse

Seguin Township's Official Plan includes policies related to the development of boathouses. Relevant to this report, Section D.4.8 Fish Habitat states that '*Development of boathouses shall require the preparation of an EIS to identify appropriate locations for development. The EIS shall identify mitigation strategies to limit impacts on fish habitat.*'

This report addresses D.4.8, and Figure 24 shows the recommended location for a boathouse at 87 Steeles Road. Anywhere along the approximate 30 metre shoreline frontage would be appropriate for a boathouse location. Note that the existing dock location may be most desirable since access is straightforward and represents the area of deepest water. A minor variance may be required to address a smaller side yard setback for the boathouse structure given the proximity of the recommended location to the neighbouring property. FRi defers this to the Township Planning department or the landowner's planning consultant for specific process requirements. Regardless, there are no natural heritage concerns including fish and fish habitat concerns with the recommended boathouse location.



Figure 24: Recommended location for a boathouse fronting 87 Steeles Road which avoids the area that will remain EP and respects Township policies.

The entire area fronting the subject property provides general habitat for fish, just like the rest of the lake. Development in fish habitat should respect the current planning framework including the Provincial Planning Statement (2024) and the Township's OP. Section 4.1, Natural Heritage, subsection 6 of the PPS states that *'Development and site alteration shall not be permitted in fish habitat except in accordance with provincial and federal requirements'*. Fisheries and Oceans (DFO) is the federal government agency responsible for administering the *Fisheries Act (1990)*.

DFO has 'Standards and Codes of Practice' that comply with the fish and fish habitat protection provisions of the Fisheries Act by incorporating measures to avoid causing the death of fish and the harmful alteration, disruption or destruction (HADD) of fish habitat.

There is an interim code of practice that applies to the construction of boathouses; it can be found here.

<https://www.dfo-mpo.gc.ca/pnw-ppe/codes/interim-provisoire/docks-moorings-boathouses-quais-amarrages-hangars-bateaux-eng.html>

It outlines best practices for the construction of a boathouse and provides useful information on the measures to follow to protect fish and fish habitat. If a project proponent or their contractor

can follow the code of practice for the construction of a boathouse, they will be compliant with the federal Fisheries Act.

Compliance with the law meets the requirements in both the Provincial Planning Statement and the Township's Official Plan. If the future construction of a boathouse cannot follow the code of practice, FRi encourages the proponent to submit a Request for Review to DFO for their consideration.

In conclusion, it is FRi's opinion, based on the in-person field work and research in support of this report, that a large area of the current 'EP' zone should be redesignated as another zone e.g. SRA or not zoned at all. Following a rezoning, it is appropriate for a boathouse to be constructed consistent with the Township's Zoning By-law policies, Official Plan and federal Fisheries Act.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'R. Geauvreau', written in a cursive style.

Rebecca Geauvreau

Biologist, FRi Ecological Services

Shore / Concession Road Allowances

Prepared for: Mayor and Members of Council

Subject: Shore Road Allowance Application (Sawyer)

From: Lauren Rettie, Senior Planner, Planning Department

Agenda Date: August 4th, 2026

Report No: PL-2026-083

Executive Summary:

RAS-2025-0004-F is an application to purchase the Shore Road Allowance (SRA) in front of the subject lands at 46 Rainbow Lake on Rankin Lake.

Staff recommend that Council pass By-law 2026-063 to close and stop up the requested Shore Road Allowance, and to transfer the Shore Road Allowance to the abutting owner.

Prepared for: Mayor and Members of Council

Subject: Shore Road Allowance Application (Blair)

From: Lauren Rettie, Senior Planner, Planning Department

Agenda Date: August 4th, 2026

Report No: PL-2025-083

Recommendation:

That Council pass By-law 2026-063 to close and stop up part of the Original Shore Road Allowance (Part 1 of Plan 42R-23024) in front of the subject lands at 46 Rainbow Lane, and to transfer the Shore Road Allowance to the abutting owner,

Background & Analysis:

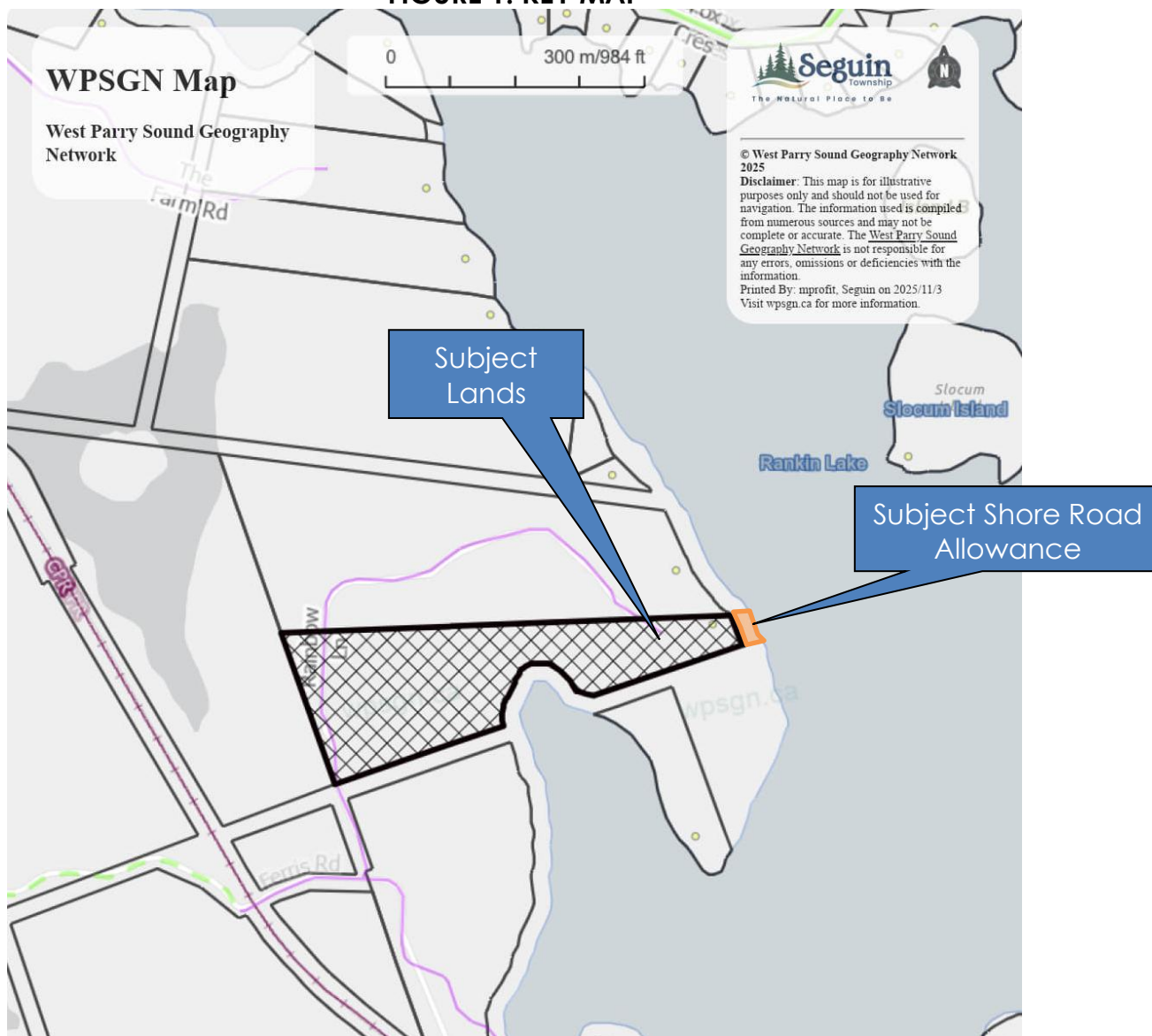
APPLICATION NO:	Shore Road Allowance RAS-2025-0004-F
Applicants:	Kim Sawyer
Subject Lands:	PT LT 14 CON 5 FOLEY PT 4 TO 6 42R13249; S/T & T/W RO162276; S/T RO202053; SEGUIN
Civic Address:	46 Rainbow Lane
Roll No.:	49-03-030-001-05600

On December 16th, 2025, an application was made to purchase part of the Original Shore Road Allowance (SRA) laid out along the shores of Rankin Lake, in front of Lot 14, Concession 5, designated as Part 1 according to Plan 42R-23024.

Township Departments were circulated for comment, and no concerns were identified. Through a file review by staff, it was determined that there are no concerns of public interest on the subject SRA that would indicate that the lands should remain in Township ownership.

Consent forms from the neighbours to the south were not required as it abuts a Municipal Road Allowance, and abutting neighbours to the north have been obtained.

FIGURE 1: KEY MAP

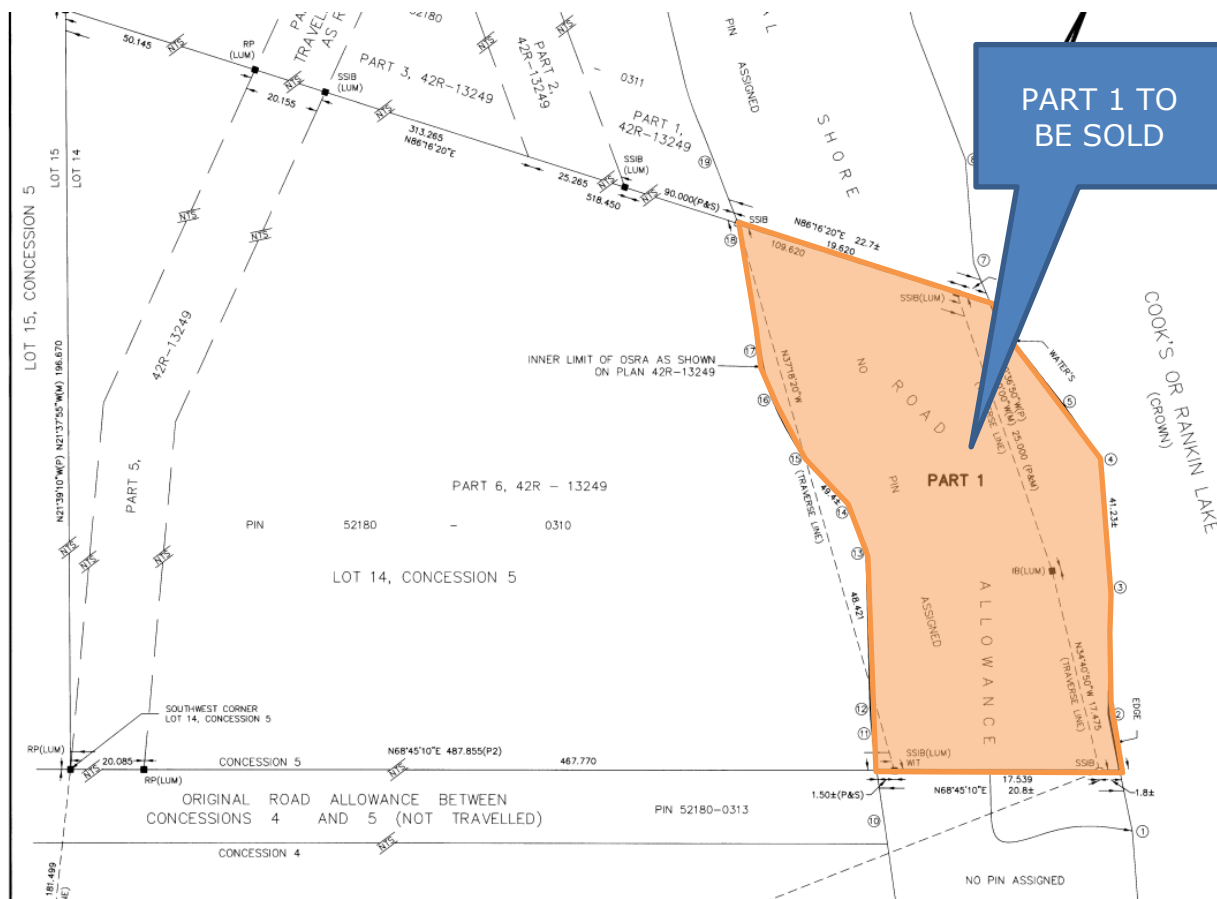


In 2013 Council directed Staff to review the policy and procedures for the closing of Shore Road Allowances, and directed staff to proceed with the following approach:

Placing a restrictive covenant on the lands that places a specific prohibition on title that Council considers appropriate to advance the objectives of the Official Plan. This could be used to prohibit certain uses or structures contrary to the

Township by-laws. The covenant could also be used to provide another level of protection for areas of natural vegetation and steep slopes.

FIGURE 2: 42R-23024 (Excerpt)



Selling the requested Shore Road Allowance will have a positive financial impact on the Township. The cost of land is determined by the lake and the amount of frontage on the subject lands. The land value cost for this application is approximately \$3,500.00.

Planning Report PL-2026-083
Page 4 of 6

Council has two options on how to proceed with the request to acquire the subject Shore Road Allowance.

Option 1: Sell the portion of the Shore Road Allowance to the applicant, as requested.

Option 2: Do not sell any portion of the Shore Road Allowance at this time.

Staff recommends Option 1.

Strategic Plan Alignment:

Foundation – Provide Service Excellence

Consistently aim to enhance the quality and efficiency of Township services, balancing person-to-person contact with modern service delivery.

Conclusion:

It is the recommendation of the Planning Department that Council pass By-law 2026-063 (Schedule A) to close, stop up, and transfer those parts of the Original Shore Road Allowance designated as Part 1 of Plan 42R-23024 in front of the subject property. By-law 2026-063 also authorizes Council to enter into a Restrictive Covenant Agreement (Schedule B) with the owner of the abutting lands that preserves the economic, environmental and social values of the transferred Shore Road Allowance.

Prepared by:



Melissa Profit
Planning Technician

Approved by:



Taylor Elgie, MCIP, RPP
Director of Planning



Jason Inwood
Chief Administrative Officer

Attachments:

Schedule A – Draft By-Law 2026-063

Schedule B – Draft Restrictive Covenants Agreement

MP/TE/JI

THE CORPORATION OF THE TOWNSHIP OF SEGUIN

BY-LAW NO. 2026-063

TO CLOSE AND STOP UP THE ORIGINAL SHORE ROAD ALLOWANCE LAID OUT ALONG THE SHORES OF RANKIN LAKE, IN FRONT OF LOT 14, CONCESSION 5, IN THE GEOGRAPHIC TOWNSHIP OF FOLEY, NOW TOWNSHIP OF SEGUIN, IN THE DISTRICT OF PARRY SOUND, BEING DESIGNATED AS PART 1, ACCORDING TO PLAN 42R23024.
AND TO SELL PART 1 ACCORDING TO PLAN 42R23024.

WHEREAS pursuant to Sections 8, 9, 11 and 35 of the Municipal Act, 2001 S.O. 2001, Chapter 25 (the "Act") The Corporation of the Township of Seguin, hereinafter called the Corporation, is empowered to stop up and close any part of a highway over which it has jurisdiction.

AND WHEREAS pursuant to Sections 8, 9 and 11 of the Said Municipal Act, 2001, ante, the Corporation is empowered to sell any part of a highway that is legally stopped up and closed.

AND WHEREAS it is deemed expedient in the interest of the Corporation, that the original unopened shore road allowance described in Schedule A hereto be closed, and thereafter Part 1 according to Plan 42R23024 be sold and conveyed to the adjacent owners.

AND WHEREAS the adjacent owners have made a request to the Corporation for the purchase of part of the said original unopened shore road allowance being designated as Part 1 according to Plan 42R23024.

AND WHEREAS the adjacent owners have agreed to accept the registration of restrictive covenants on the lands in accordance with the Corporation's policies.

AND WHEREAS public notice of the intention of the Corporation to close the said portion of the said shore road allowance has been in accordance with the municipality's by-laws regarding the same.

AND WHEREAS no persons objected to the closing in writing or appeared before the Council claiming that his, her or its lands will be prejudicially affected by this By-law.

AND WHEREAS no person uses the road allowance for motor vehicle access to or from the person's land.

AND WHEREAS the road allowance does not abut land owned by the Crown in right of Canada or lead to or abut on the bridge, wharf, dock, quay or other work owned by the Crown in right of Canada.

NOW THEREFORE the Council of THE CORPORATION OF THE TOWNSHIP OF SEGUIN enacts as follows:

1. THAT upon and after the passing of this By-law that part of the original unopened shore road allowance described in Schedule A hereto, be and the same is hereby closed and stopped up.

2. THAT upon and after passing of this By-law that part of the road allowance designated as Part 1 according to Plan 42R23024, be sold and conveyed by the Corporation to the adjacent owner or owners forthwith after this By-law comes into effect for other lawful consideration and the sum of One Dollar (\$1.00).

3. THAT the road allowance described in Schedule A hereto is declared surplus.

4. THAT the Mayor and Clerk be and they are hereby authorized and directed to sign all such conveyances as may be necessary and expedient for carrying out the provisions of this By-law, and to affix to such conveyances the Corporate Seal of the Municipality.

PASSED in Council August 4, 2026.

Certified to be a true copy of
By-law No. 2026-063 passed in
Council, this 4th day of August, 2026

ANN MACDIARMID, Mayor

CRAIG JEFFERY, Clerk

CRAIG JEFFERY, Clerk

SCHEDULE A

Part of the original shore road allowance laid out along the shores of Rankin Lake, in front of Lot 14, Concession 5, in the Geographic Township of Foley, now Township of Seguin, in the District of Parry Sound, being designated as Part 1, according to Plan 42R23024.

DRAFT

RESTRICTIVE COVENANTS

MADE IN TRIPLICATE this day of , 2026

BETWEEN:

KIM CASEY SAWYER
COVENANTOR (Hereinafter called the “**OWNER**”)

-and-

THE CORPORATION OF THE TOWNSHIP OF SEGUIN
COVENANTEE (Hereinafter called the “**TOWNSHIP**”)

The following restrictive covenants are hereby annexed to the lands described in this Application being

PART OF ORIGINAL SHORE ROAD ALLOWANCE IN FRONT OF LOT 14,
CONCESSION 5, GEOGRAPHIC TOWNSHIP OF FOLEY; PART 1 ON PLAN
42R23024; TOWNSHIP OF SEGUIN

(Hereinafter referenced as the “**lands**”)

for a period to expire 50 years from the date of registration of this Agreement and the benefit shall run with land now owned by The Corporation of the Township of Seguin (the “Township”) being

PIN 52182-1028 FIRSTLY; RDAL BTN CON A AND CON B FOLEY BTN RDAL
BTN LT 135 & LT 136 AND RDAL BTN LT 120 & LT 121; PT LT 122, 127 CON A
FOLEY PT 1 & 2 42R17128 & PT 1 42R17827; SECONDLY; PT LT 127 CON B
FOLEY; PT LT 130 CON A FOLEY PT 1 42R16355; PT LT 130 CON A FOLEY
BEING A TRAVELLED RD ABUTTING 42R5638, 42R9879, 42R6043 &
42R4893 (AKA RANKIN LAKE RD); SEGUIN

PIN 52182-0617 FIRSTLY: COOK’S LAKE RD PL 215 EXCEPT PT 1, 2
42R5893; PT LT 124 CON A FOLEY PT 2 42R17044; SECONDLY: PT LT 123
CON A FOLEY; PT LT 124 CON A FOLEY PT 1, 2 PSR1541 BEING COOK’S
LAKE RD (AKA LITTLE FINLAND RD); SEGUIN

PIN 52182-0870 PT RDAL BTN LT 125 AND LT 126 CON B FOLEY S OF PT 4
42R14796; SEGUIN

The covenants shall be binding upon and enure to the benefit of the respective heirs, executors, administrators, successors, and assigns of the owners of the lands and the owner of the Township lands.

These covenants are intended to enhance and preserve the economic, environmental and social values of the foregoing lands and to benefit the foregoing lands by protecting and preserving the natural state of the shoreline and shorelands of Rankin Lake.

But for the imposition of the following restrictions and the intention of the parties for such restrictions to bind future owners of said lands, The Corporation of the Township of Seguin would not convey this shore road allowance to the abutting property owner.

USES, BUILDINGS, STRUCTURES

1. No part of the Lands shall be used for:

Renewable Energy Facilities

The purpose of installing, erecting, maintaining, and/or operating a renewable energy generation facility or project unless such renewable energy facility is exempt from the

operation of these restrictive covenants (being encumbrances upon land) by operation of the applicable Provincial Legislation and Regulations governing, regulating and/or authorizing the installation, erection, maintenance and/or operation of renewable energy general facilities and/or projects.

Aeronautics

The storage or placement of any aircraft, including but not limited to airplanes, helicopters, gliders, etc. and/or any building or structure designed to, intended for, capable of and/or used for housing aircraft.

Landscaping

The creation of landscaped water features such as reflecting pools, waterfalls and other non-naturally occurring watercourses or water features.

Recreational Installations or Features

The establishment of slides, “zip” or rappelling lines and platforms, diving platforms or towers, unless the foregoing are located:

- a) on a dock permitted under the then applicable Township Zoning By-law, attached to the lands, and
- b) where such of the foregoing recreational installation features is or are located on that portion of the permitted dock which is located directly, on, over or above the water.

Boathouses and Docks

The erection of a boathouse and/or dock unless such boathouse and/or dock complies with the Township’s Comprehensive Zoning By-law 2006-125 as it read and was in force on the date the Lands were conveyed by the Township to the owner. For further clarity, notwithstanding that the owner may apply under the provisions of the *Planning Act*, to vary or amend the provisions of By-law 2006-125 to permit a boathouse and/or dock:

- that is not permitted as the provisions read on the date the Lands were conveyed; or
- that exceeds any regulated dimension which is stated as a maximum in such provisions as they read on the date the Lands were conveyed, or
- that reduces any regulated dimension which is stated as a minimum in such provisions as they read on the date the lands were conveyed

such approval does not supercede the privity of this restrictive covenant and the Township’s authority to enforce such restrictive covenant.

Buildings other than Boathouses or Docks

The erection of any building or structure, whether or not such building or structure requires a building permit, unless such building or structure complies with the Township’s Comprehensive Zoning By-law 2006-125 as it read and was in force on the date the Lands were conveyed by the Township to the owner. For further clarity, notwithstanding that the owner may apply under the provisions of the *Planning Act*, to vary or amend the provisions of By-law 2006-125 to permit a building or structure:

- that is not permitted as the provisions read on the date the Lands were conveyed; or
- that exceeds any regulated dimension which is stated as a maximum in such provisions as they read on the date the Lands were conveyed, or
- that reduces any regulated dimension which is stated as a minimum in such provisions as they read on the date the lands were conveyed

such approval does not supercede the privity of this restrictive covenant and the Township’s authority to enforce such restrictive covenant. For further clarity the foregoing restriction shall be read to include any buildings or structures entirely located above the ground within or suspended from trees or poles.

2. ENVIRONMENTAL PROTECTION ZONES

If the lands, or any part thereof, fall within an area identified by the Township as an Environmental Protection Zone, there shall be no use of said land, or any buildings thereon, except in accordance with Township zoning by-laws.

3. GENERAL

The foregoing restrictions apply notwithstanding any other restrictions imposed by Municipal By-law. Furthermore, for clarity, despite any conclusions by a court or other tribunal of competent jurisdiction otherwise that a Municipal By-law(s) does not prohibit the above, these restrictive covenants continue to operate to bind the land and prohibit the foregoing until such time as the Township, by by-law authorizes the deletion/ release or by by-law authorizes the modification of the restrictive covenant pursuant to section 4 below.

4. MODIFICATION

The Township or any successor municipal corporation, with the consent of the owner of the Lands, may alter or modify these restrictions in respect of the lands or any part thereof and such alteration or modification shall be evidenced by a municipal by-law. Furthermore, as a condition of the alteration or modification of these restrictive covenants the Owner agrees to the registration of a new restrictive covenant to give effect to the foregoing alteration or modification.

IN WITNESS WHEREOF the parties hereto have hereunto executed this agreement as follows:

By the OWNER on the _____ day of _____, 2026

WITNESS

KIM CASEY SAWYER

By the TOWNSHIP on the _____ day of _____, 2026

THE CORPORATION OF THE TOWNSHIP OF SEGUIN

ANN MACDIARMID, Mayor

CRAIG JEFFERY, Clerk

Staff Reports

Prepared for: Mayor and Members of Council

Subject: Consents B-2026-0005-H and B-2026-0006-H and Zoning By-law Amendment R-2026-0010-H (Mahoney)

From: Bradie Debes, Planner, Planning Department

Agenda Date: August 4, 2026

Report No: PL-2026-086

Executive Summary:

The purpose of the consent applications is to create two waterfront lots on Little Lake Joseph.

The associated zoning by-law amendment is to rezone the proposed retained and severed lots to implement the recommendations within the supportive Site Evaluation Report.

No concerns were raised by the public or Council during the public meeting on July 20th, 2026.

Staff recommend that the consent applications be approved and that By-law 2026-073 be passed.

Prepared for: Mayor and Members of Council

Subject: Consents B-2026-0005-H and B-2026-0006-H and Zoning By-law Amendment R-2026-0010-H (Mahoney)

From: Bradie Debes, Planner, Planning Department

Agenda Date: August 4, 2026

Report No: PL-2026-086

Recommendation:

That Zoning By-law Amendment By-law 2026-073 be passed; and

That Consent Applications B-2026-0005-H and B-2026-0006-H be provisionally approved, subject to the conditions of approval outlined in Schedule A.

Background & Analysis:

Consent Applications:	B-2026-0005-H and B-2026-0006-H
Zoning By-law Application:	R-2026-0010-H
Owners:	Baye Mahoney, Elizabeth Edmison, Walter McCormick, Geoffrey Cardy
Civic Address:	13B Jean Marie Road
Roll No.	4903-010-001-21100

Proposal:

The owners are proposing to create two waterfront lots on Little Lake Joseph. The proposed Severed Lot A would have an area of approximately 6.57 hectares and 110 metres of shoreline frontage. The proposed Severed Lot B would have an area of approximately 6.8 hectares and 110 metres of shoreline frontage. The Retained Lot would have a resulting lot area of approximately 8.44 hectares and 550 metres of shoreline frontage on Mirror Lake. Figure 2 is a drawing which highlights the proposed lots to be severed.

Table 1 below outlines the resulting lot areas and frontages of the proposed severed and retained lots.

Table 1 – Proposed Severed and Retained Lots

Description of Lands	Required Frontage	Proposed Frontage (+/-)	Required Area	Proposed Area (+/-)
Retained Lot	90 m	550 m (Mirror Lake)	1.0 ha	8.44 ha
Severed Lot A		110 m (Little Lake Joseph)		6.57 ha
Severed Lot B		110 m (Little Lake Joseph)		6.80 ha

A Zoning By-law Amendment was submitted to rezone the proposed retained and severed lots to Shoreline Residential One Exception Zones to implement development restrictions and construction mitigation measures outlined within the supportive Site Evaluation Report prepared for the proposal.

Figure 1: Key Map – Subject Lands

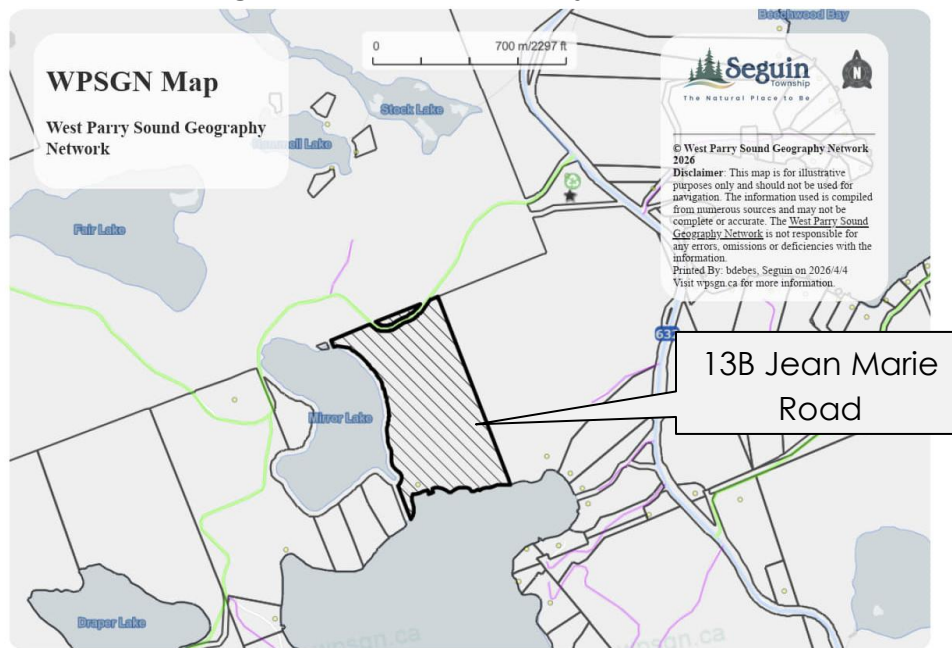
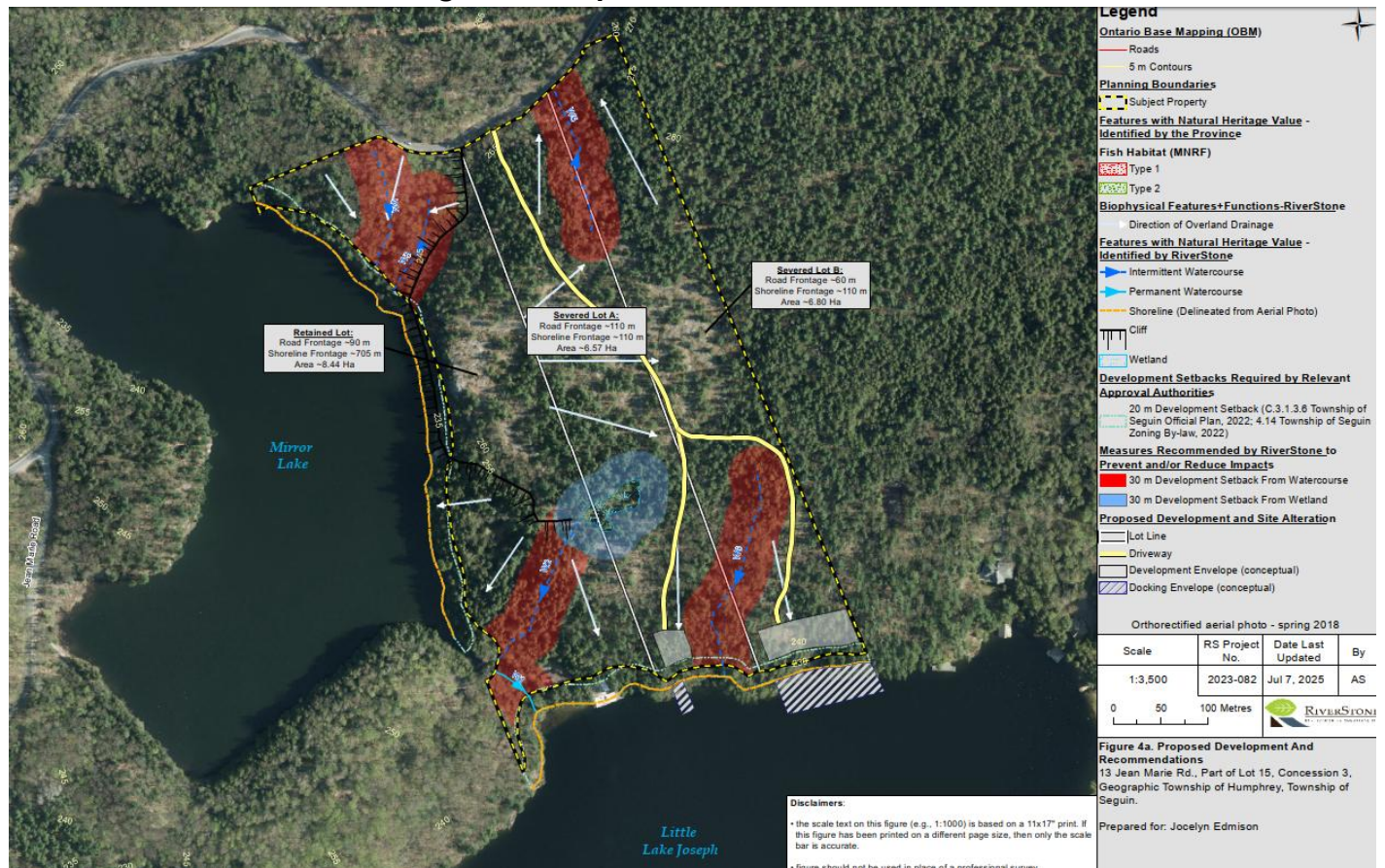


Figure 2: Proposed Severance Sketch



Official Plan Designation:

- Shoreline Area and Rural and Resource Area
- Narrow Waterbodies and Bays Overlay (along Mirror Lake)
- Mineral Resource Protection Overlay

Zoning By-law 2006-125: Shoreline Residential One (SR1) and portions of Environmental Protection (EP) abutting the shoreline

Access: Jean Marie Road (public, year-round maintained)

Lot Size and Frontage: +/- 21.2 hectares and +/- 550 metres (Mirror Lake)

Existing Development and Site Characteristics: The property is a large waterfront lot with frontage on Mirror Lake and Little Lake Joseph.

The property contains a cottage, a guest cabin, a one-storey boathouse with a dock and a detached garage. The remainder of the property is forested with rock barrens, areas of slopes, a permanent watercourse and a wetland.

The neighbouring properties are used for waterfront recreational and residential purposes.

Comments:

Clerk: No comments received

Building: No comments received

Fire/By-law: No objection

Public Works: No comments received

Treasury: No objection

Public Participation & Access

Notice of the application was circulated and posted in accordance with the Planning Act. Notice was also posted on the Township's website.

No comments have been received at the time of writing this report.

Land Use Planning Policy

Planning Act

The applications have been reviewed per Section 2 of the Planning Act and are in accordance with the applicable provincial interests.

Provincial Planning Statement, 2024 (PPS) and Growth Plan for Northern Ontario (GPNO)

Pursuant to Section 3 of the Planning Act, all planning decisions must be consistent with the policies of the PPS.

The subject lands are classified as Rural Lands in the PPS. Section 2.6.1 recognizes residential development, including lot creation, as a permitted use on Rural Lands if site conditions are suitable for appropriate sewage and water services. Staff note that a septic system exists on the proposed retained lands to service the existing dwelling. A condition of approval requires the applicant to obtain confirmation from the septic approval authority of a suitable septic system envelope for future development.

Section 4 of the PPS and Section 6 of the GPNO address matters relating to the wise use and management of resources. It is noted under Section 4.1 of the PPS that natural features and areas shall be protected for the long term. A Site Evaluation Report has been prepared to evaluate the lands and the impacts of future development. The report concludes that the severance proposal can be accomplished without negative impacts to functions of key natural features, provided that mitigation measures are implemented appropriately.

Township of Seguin Official Plan

The subject lands are located within the Shoreline Area and Rural and Resource Area designation in the Official Plan. Permitted uses in the Shoreline Area include single detached dwellings and cottages, and small-scale commercial activities that service the waterfront community. Section C.3.1.1 speaks to the general objectives to protect, enhance, preserve and maintain the Shoreline Area.

Section B.12.2.1 of the Official Plan lists requirements for new lot creation in all land use designations, such as frontage and area requirements, conformity to applicable Official Plan policies, and servicing and access requirements. The proposal conforms to the general lot creation policies.

In addition to the general policies, Section C.3.1.3 of the Official Plan outlines the general policies for residential waterfront development within the Shoreline Area. The creation of a new waterfront lot shall have a minimum lot size of 1.0 hectares and a minimum lot frontage of 90 metres. The proposal conforms with this policy.

Per Section C.3.1.3.3, Site Evaluation Reports (SER) shall be prepared for new lot creation applications within the Shoreline Area to identify constraints to development and how the constraints can be managed or mitigated. SER's should also identify environmentally sensitive areas and the potential impacts of development on these features and on water quality, erosion and vegetation.

A municipally directed SER was submitted by RiverStone Environmental Solutions Inc. that supports the lot creations. The results and recommendations for development on the proposed severed lots from the SER are as follows:

1. The lot creation is permissible with suitable building and docking envelopes
2. The severed and retained lots maintain a 30-metre vegetative buffer around the wetland and watercourses

3. Existing vegetation shall be maintained on steep slopes
4. Shoreline access between the dwelling and boathouse/dock should be via a 2 m wide meandering pathway or stairs with permeable materials
5. The proposed severed lots shall share a single driveway off of Stanley House Road through the identified rock barren
6. Vegetation removal should be completed outside of the primary breeding bird nesting window
7. Construction best management practices are recommended.

Further, Mirror Lake is classified as an over-threshold and high-sensitivity lake under Appendix I of the Official Plan. Section B.3.1.1.1 restricts new development on lakes that are highly sensitive and over threshold. Section 5.3 of the SER notes that new development can occur on the proposed severed lots within 300 metres of Mirror Lake in the scenario that all new tile fields are located such that they drain into Little Lake Joseph, which is not a sensitive or over-threshold lake.

It is recommended that a portion of the retained and severed lots be rezoned to the Environmental Protection Zone to implement the 30-metre buffer area, and to rezone the proposed severed lots to a Shoreline Residential One Exception Zone to implement the development mitigation measures through Site Plan Control.

Staff have included a condition of consent approval to require the applicants to obtain rights-of-way(s), as applicable, for access to the severed lots, per the recommendation of a shared driveway from Stanley House Road.

A small portion of the subject lands is located within the Mineral Resource Protection Overlay per Schedule C of the Official Plan. Staff note that the recommended building envelopes are not located within this overlay.

The proposed applications conform to the policies of the Seguin Official Plan.

Zoning By-law 2006-125

The subject lands are zoned Shoreline Residential One (SR1). Permitted uses in this zone include single detached dwellings, cottages and home occupations.

The applicants have indicated that shoreline residential uses are proposed for the severed lots. The minimum lot frontage for the SR1 zone is 90 metres, and the minimum lot area is 1.0 hectares. The proposed severed lots comply with these requirements.

It is recommended that a portion of the proposed retained and severed lots be rezoned to the Environmental Protection Zone to ensure the protection of the recommended vegetative buffers around the wetland and watercourses. In addition, that the severed lots be rezoned to a Shoreline Residential One Exception Zone to apply Site Plan Control to ensure the recommendations of the SER are implemented at the time of construction.

The proposed applications comply with the Zoning By-law.

Financial Impact:

There are no financial impacts.

Options/Alternatives:

Council has three options on how to proceed with this Report:

- Option 1: Council can approve the applications to permit the Consents and Zoning By-law Amendment, per Schedules A and B.
- Option 2: Council can defer the applications for the Consents and Zoning By-law Amendment to address concerns.
- Option 3: Council can deny the applications to permit the Consents and Zoning By-law Amendment.

Staff recommends Option 1.

Strategic Plan Alignment:

Foundation – Provide Service Excellence

Consistently aim to enhance the quality and efficiency of Township services, balancing person-to-person contact with modern service delivery.

Conclusion:

It is the Planning Department's position that the applications are consistent with the Provincial Planning Statement. The applications will maintain the intent of the Seguin Official Plan.

Plan and the provisions of the Zoning By-law. It is recommended that Council approve the proposed Consent and Zoning By-law Amendment.

Prepared by:



Bradie Debes
Planner

Reviewed by:



Taylor Elgie, MCIP, RPP
Director of Planning

Reviewed by:



Jason Inwood,
Chief Administrative Officer

Attachments:

Schedule A – Conditions of Approval

Schedule B – Draft By-law 2026-073

Schedule C – Site Evaluation Report prepared by RiverStone Environmental Solutions Inc.



**THE CORPORATION OF THE
TOWNSHIP OF SEGUIN**

COUNCIL DECISION re: CONSENT APPLICATION

TAKE NOTICE THAT the Council for The Corporation of the Township of Seguin considered the following Application for consent under Section 53 of the Planning Act, R.S.O. 1990, c. P.13.

SUBJECT:	Consent Applications B-2026-0005-H and B-2026-0006-H
Owner:	Baye Mahoney, Elizabeth Edmison, Walter McCormick, Geoffrey Cardy
Location:	PCL 12516 SEC SS; LT 15 CON 3 HUMPHREY; PT RDAL IN FRONT LT 15 CON 3 HUMPHREY PT 2 42R3325; T/W PT 2, 5 & 8 42R10298 AS IN LT166238; SEGUIN
Civic Address:	13B Jean Marie Road
Assessment #:	4903-010-001-21100

The purpose and effect of the Consents is to create two waterfront lots.

Lot 1 to be Severed

Area: 6.57 hectares +/- Frontage: 110 metres +/-

Lot 2 to be Severed

Area: 6.80 hectares +/- Frontage: 110 metres +/-

LOCATION: Geographic Township of Humphrey

DECISION: PROVISIONAL APPROVAL

DATE: August 4, 2026

THE REASONS for Council's Decision are:

Given that the Minister of Municipal Affairs and Housing has delegated approval authority under Section 53 of the Planning Act to the Council, the Council is satisfied that the proposed Consent under Section 53 of the Planning Act is consistent with the 2024 Provincial Planning Statement, conforms to the Township's Official Plan, has regard to the regulations of the Zoning By-Law 2006-125, will provide for the orderly development of the Township, and does not fall under the exclusive consideration of Section 51 of the Planning Act.

You will be entitled to receive notice of any changes to the conditions of the provisional consent if you have made a written request to be notified of changes to the conditions of the provisional consent.

The application has been reviewed per Section 2 of the Planning Act and is in accordance with the applicable provincial interests.

CONDITIONS:

The Township's Director of Planning shall not give Final Approval and shall not issue a Certificate regarding Consents **B-2026-0005-H and B-2026-0006-H (Mahoney)** until the Owner satisfies the following conditions of Provisional Approval.

If the Owner fails to satisfy the condition(s) of Provisional Approval as set out herein on or before the **of** , **2028**, then this Provisional Approval shall lapse per Subsection 53(41) of the Planning Act.

THAT Consent Applications **B-2026-0005-H and B-2026-0006-H (Mahoney)** be Provisionally Approved, subject to the Township's standard conditions of approval, including but not limited to the following conditions, and that this approval applies to the lands described below and as illustrated in Appendix I to these conditions of approval:

1. That this approval applies, described as follows:

	Frontage (m)+/-	Area (ha)+/-
Lot 1 B-2026-0005-H	110 metres	6.57 hectares
Lot 2 B-2026-0006-H	110 metres	6.80 hectares
Retained Lot	550 metres	8.44 hectares

2. The owner shall have delivered the Planning Official the following:
 - (i) A plan of survey prepared by an Ontario Land Surveyor (electronic version in PDF format) indicating the parcels to be conveyed, including all rights-of-way to each parcel (if any). All dimensions are to be provided in metric units.
 - (ii) Three hard copies in registrable form of the document conveying the severed parcels so the final consent may be endorsed thereon by the Planning Official.

3. That the Deed Stamping and Review Fee of \$175.00 per deed with respect to these applications shall have been paid for by the applicant.
4. That all Municipal taxes to date shall be paid in full.
5. That all Township fees and disbursements (legal, engineering, planning), if any, incurred by the Township with respect to these applications shall be paid for by the owner.
6. A payment in lieu of a parkland dedication for the severed parcels shall be paid in accordance with Section 51.1 of the Planning Act, acceptable to the Township of Seguin in cash or certified cheque.
7. Written confirmation from the approval authority that the severed parcels are satisfactory for the installation of a septic system for an individual dwelling.
8. The applicant receives an entrance feasibility letter from the Township of Seguin Public Works Department for entrance viability for the severed and retained parcels, as applicable.
9. That right-of-way(s) be obtained for legal access to the severed parcels, as applicable.
10. That the retained and severed parcels be rezoned to implement the recommendations of the Site Evaluation Report prepared by RiverStone Environmental Solutions Inc.

The last date for filing a notice of appeal to the Ontario Land Tribunal of this Decision is the day of ,2026.

Take notice that an appeal to the Ontario Land Tribunal may be made by filing a notice of appeal with the Clerk either via the Ontario Land Tribunal e-file service (first-time users will need to register for a My Ontario Account) at <https://olt.gov.on.ca/e-file-service> by selecting Seguin Township as the Approval Authority or by email to info@seguin.ca or by mail to 5 Humphrey Drive, Seguin ON, P2A 2W8 no later than 4:30 p.m. on the day of , 2026. The filing of an appeal after 4:30 p.m., in person or electronically, will be deemed to have been received the next business day. The notice of appeal must set out the reasons for the appeal and must be accompanied by the fee required by the Ontario Land Tribunal. The fee can be paid online through e-file or by certified cheque/money order to the Minister of Finance, Province of Ontario.

All written and oral public input was taken into consideration when the merits of this Planning Act application was determined with appropriate measures being included as conditions of approval where required as part of the decision of the approval authority.

Mayor/Clerk Initials	

CERTIFICATION

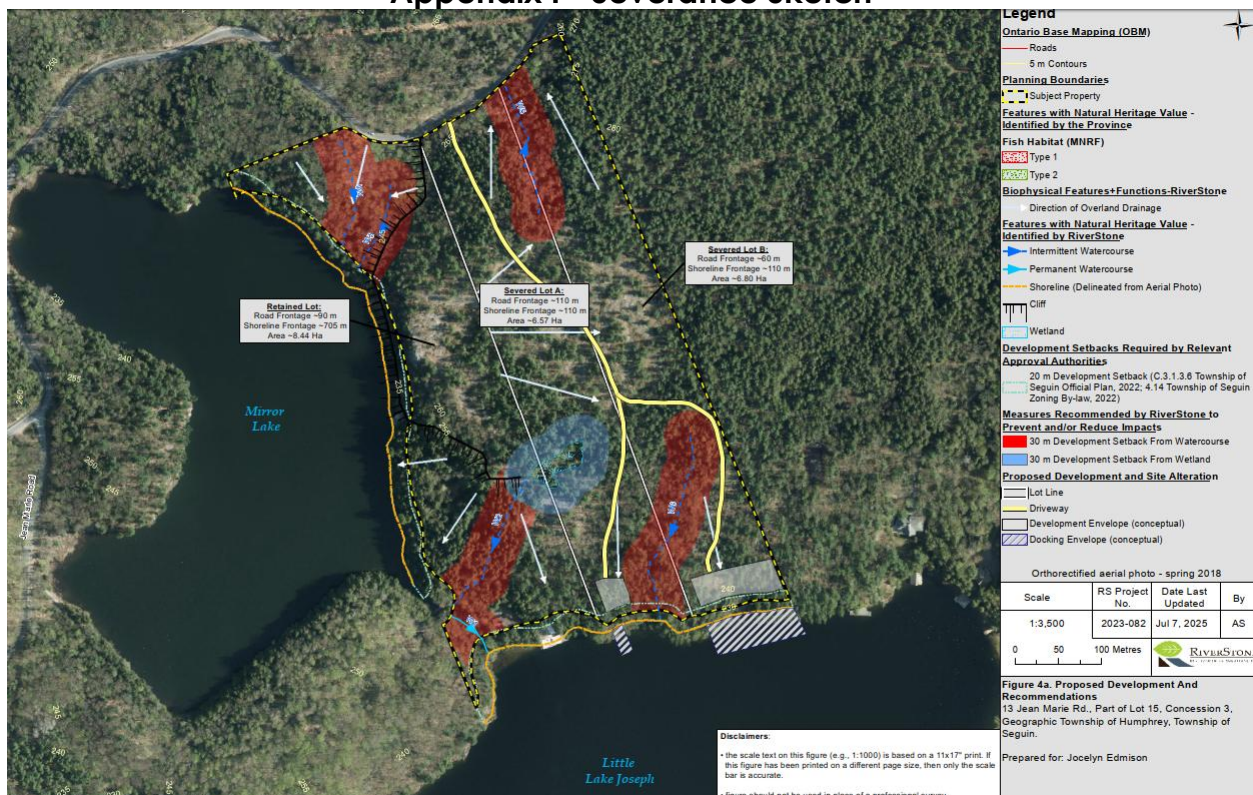
I, Taylor Elgie, Director of Planning for The Corporation of the Township of Seguin, do hereby certify that the foregoing is a correct copy of the Decision with respect to the above noted Application.

Dated this _____ day of _____, 2026.

Taylor Elgie, MCIP, RPP
Director of Planning

**Seguin Municipal Building
5 Humphrey Drive,
Seguin, ON. P2A 2W8**

Appendix I - Severance Sketch



**THE CORPORATION OF THE TOWNSHIP OF SEGUIN
BY-LAW NO. 2026-073**

“Being a By-law to amend Township of Seguin Zoning By-law No. 2006-125”
4903-010-001-21100, 13B Jean Marie Road, R-2026-0010-H

WHEREAS the Council of The Corporation of the Township of Seguin received and considered an application to amend the Township of Seguin Zoning By-law No. 2006-125 respecting lands described as “PCL 12516 SEC SS; LT 15 CON 3 HUMPHREY; PT RDAL IN FRONT LT 15 CON 3 HUMPHREY PT 2 42R3325; T/W PT 2, 5 & 8 42R10298 AS IN LT166238; SEGUIN”; and,

WHEREAS Council has the authority pursuant to Section 34 of the Planning Act R.S.O. 1990, Chapter P.13 as amended, to pass amendments to the Zoning By-law; and,

WHEREAS Council has approved the application to amend the By-law and deems it appropriate to pass this By-law;

AND WHEREAS the Council of the Corporation of the Township of Seguin has determined that no further notice of meeting is required in accordance with Section 34(17) of the Planning Act, R.S.O. 1990;

NOW THEREFORE the Council of The Corporation of the Township of Seguin hereby enacts as follows:

- 1.** Map #29 to Schedule “A” to Zoning By-law No. 2006-125 is hereby amended by rezoning a portion of those lands described as “PCL 12516 SEC SS; LT 15 CON 3 HUMPHREY; PT RDAL IN FRONT LT 15 CON 3 HUMPHREY PT 2 42R3325; T/W PT 2, 5 & 8 42R10298 AS IN LT166238; SEGUIN” from the Shoreline Residential One Zone to the Shoreline Residential One Exception One Hundred and Ninety Zone (SR1-190) and from the Shoreline Residential One Zone to the Environmental Protection Zone, as shown on Schedule “A” attached hereto and forming part of this By-law.
- 2.** Table 6.4 of Section 6.4, Residential Zones – Exceptions, is hereby further amended by adding Exception “190”, as set out on Schedule “B” attached hereto and forming part of this By-law.
- 3.** This By-law shall take effect from the date of passage by Council and shall come into force in accordance with the provisions of the Planning Act R.S.O. 1990, c. P.13 as amended, and the Municipal Act, 2001, S.O. 2001, c.25 as amended.

BY-LAW read a **FIRST, SECOND** and **THIRD** time and finally **PASSED** and **ENACTED** this 4th day of August 2026.

Ann MacDiarmid
Mayor

Craig Jeffery
Clerk

By signing below, I Mayor MacDiarmid hereby approve this by-law and will not exercise the power to veto this by-law.

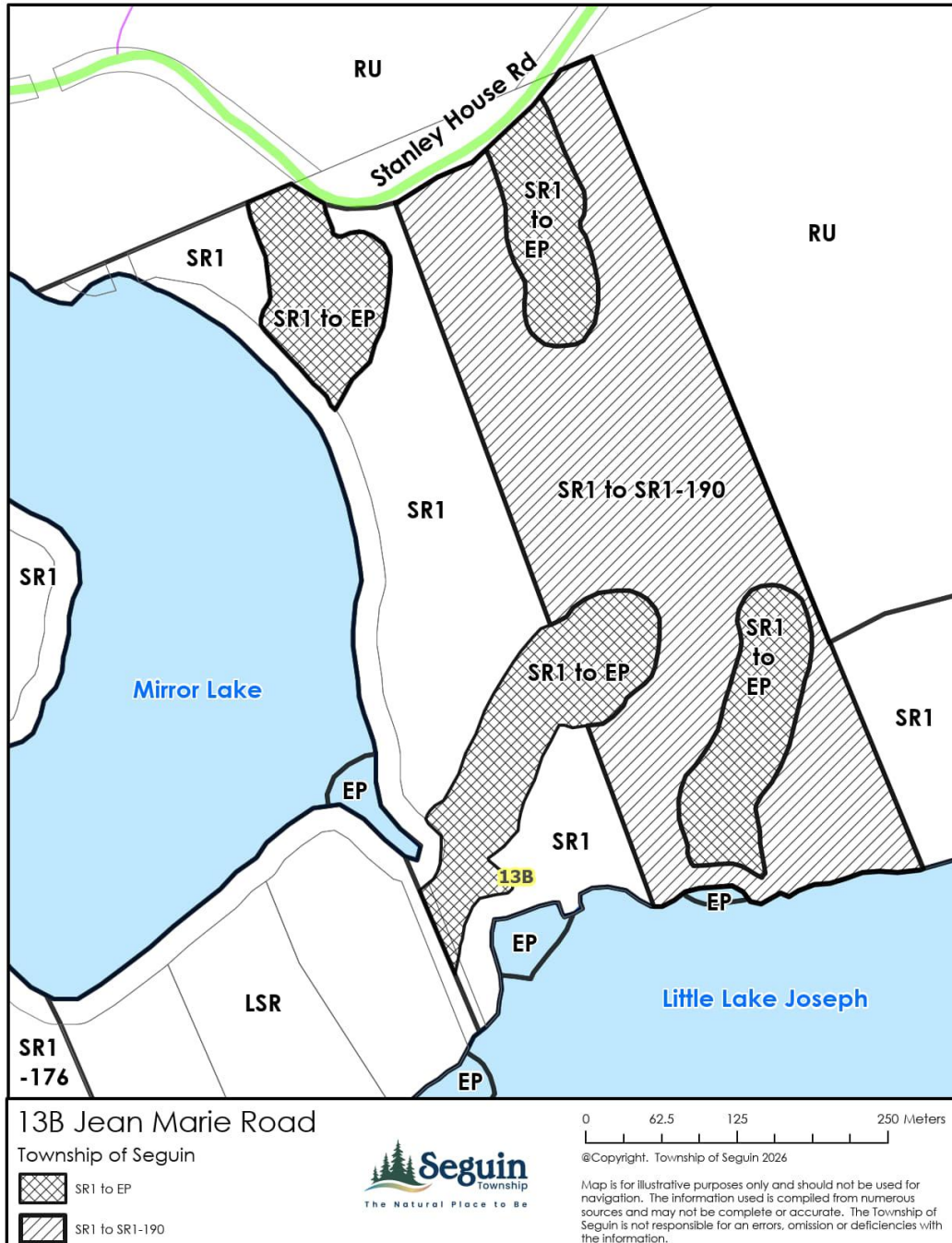
Date

Signature

THE CORPORATION OF THE TOWNSHIP OF SEGUIN

By-law No. 2026-073 Schedule "A"

PCL 12516 SEC SS; LT 15 CON 3 HUMPHREY; PT RDAL IN FRONT LT 15 CON 3 HUMPHREY PT 2 42R3325; T/W PT 2, 5 & 8 42R10298 AS IN LT166238; SEGUIN
Zoning By-law 2006-125 - Schedule A – Map #29



**THE CORPORATION OF THE TOWNSHIP OF SEGUIN
SCHEDULE "B"
TO BY-LAW NO. 2026-073**

Amendment to Table 6.4 of Section 6.4, Residential Zones – Exceptions

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
Exception Number	Additional Permitted Uses	Only Uses Permitted	Uses Prohibited	Special Zone Requirements	Other Special Provisions
SR1-190					Development of the subject lands shall be subject to Site Plan Control, pursuant to Section 41 of the Planning Act, to implement the recommendations of the Site Evaluation Report, dated October 2023 and prepared by RiverStone Environmental Solutions Inc.



SITE EVALUATION REPORT

13 Jean Marie Road
Township of Seguin
October 2023



RIVERSTONE
ENVIRONMENTAL SOLUTIONS INC.



RIVERSTONE

ENVIRONMENTAL SOLUTIONS INC.

October 5, 2023
RS# 2023-082

Ashley Blow
Administrative Planning Assistant
Township of Seguin
5 Humphrey Drive
Seguin, ON

Via e-mail: ablow@seguin.ca

SUBJECT: Site Evaluation Report – 13 Jean Marie Road, Township of Seguin

Dear Ashley,

RiverStone Environmental Solutions Inc. is pleased to provide you with the attached report.

Please contact us if there are any questions regarding the report, or if further information is required.

Best regards,

RiverStone Environmental Solutions Inc.

Al Shaw, M.Sc.
Principal / Senior Ecologist

REPORT SUMMARY

Type of Study Site Evaluation report		Date October 5, 2023
Project Manager Al Shaw	Legal Description Part Lot 15, Concession 3, Geographic Township of Humphrey, Township of Seguin, District of Parry Sound	Development Proposed Consent Application: two (2) new severed lots, one (1) retained lot
	Approval Authorities Township of Seguin	Owner/Agent Ashley Blow
<u>Report Summary</u> This Site Evaluation Report (SER) has been prepared to assess natural heritage constraints associated with a property located at 13 Jean Marie Road, Township of Seguin. The client is required to submit an SER as part of a development application to sever the parcel to create 3 lots (one retained and two new severances). During onsite review of existing conditions on the property, it was determined that the subject property contained: 1) Wetlands, 2) Watercourses, 3) Steep slopes, and 4) Fish habitat. Potential impacts of the proposed application on the identified natural features and species of conservation interest were evaluated. The recommendations contained within Section 5 of this report (reiterated below) are intended to mitigate potential negative impacts on the identified features and species. Provided that mitigation measures are implemented appropriately, it is our opinion that the proposal can be accomplished without negative impacts to functions of key natural heritage features.		

RECOMMENDATIONS***Watercourses and Wetlands***

RiverStone believes that potential construction-related impacts can be avoided through construction mitigation practices and avoidance measures. The following recommendations are provided to protect these the watercourses and wetland community on the subject property:

- **All development and site alteration must be setback 30 m from the wetland and watercourses, as shown on Figure 3.**
- **Maintain existing vegetation within the setbacks in a natural, self-sustaining state to provide a vegetated buffer adjacent to these features. Trees will not be cut within the buffer unless they are a safety hazard (assessed by a certified arborist) and debris from**

land clearing or materials to be used in construction will not be placed within the buffer. Buffers will be maintained around these features into perpetuity.

- **Implement sediment and erosion control measures as per applicable best management practices to isolate the development footprint, generally including the following measures.**
 - **Sediment fencing must be constructed of heavy material and solid posts and be properly installed (trenched in) to maintain its integrity during inclement weather events.**
 - **Additional sediment fencing and appropriate control measures must be available on site so that any breach can be immediately repaired.**
 - **Regular inspection and monitoring will be necessary to ensure that the structural integrity and continued functioning of the sediment control measures is maintained (i.e., proper installation is not the only action necessary to satisfy the mitigation requirements).**
 - **An on-site supervisor should be responsible for daily inspections of the sediment and erosion control measures and record the time and date of inspections, the status of the mitigation measures, and any repairs undertaken.**
 - **Removal of non-biodegradable erosion and sediment control materials should occur once construction is complete, and the site is stabilized.**
- **Temporary storage locations of aggregate/fill material (where required) should be located within the area isolated by sediment fencing. This material is to be contained by heavy-duty sediment fencing, a minimum of 30 m from wetlands and watercourses.**
- **Offloading of construction and aggregate/fill materials (where required) should be completed during fair weather conditions, a minimum of 30 m from wetlands and watercourses.**
- **All stockpiled topsoil/overburden (where required) should be piled in low piles and stabilized as quickly as possible (e.g., erosion-prone areas covered with textile) to minimize the potential for runoff and wind erosion.**
- **Integrate permeable surfaces and other low impact design measures into the development design where feasible (e.g., permeable pavers, infiltration galleries for stormwater leaders, etc.).**

RiverStone notes that Little Lake Joseph shoreline access for Severed Lot B must, at minimum, pass through the buffer for W6 (**Figure 3**). This access is permissible if the above sediment and erosion control practices are implemented, in addition to a properly engineered water crossing. Where the access route crosses W6, RiverStone recommends:

- **Should a creek crossing be required, an appropriately sized culvert be installed based on the size of the watercourse and the expected flow.**
- **Construction of the watercourse crossing should occur in late summer and/or at a time that the watercourse is at minimal flow condition.**

Fish Habitat

Based on the Township of Seguin Official Plan Section C.3.1.3.6 (Consolidated July 1, 2015), development must be setback a minimum of 20 m from the shoreline, which will also maintain a setback from fish habitat. The recommendations below, in conjunction with this setback, should be sufficient to prevent impacts on fish habitat adjacent to the proposed severed lots. To mitigate any residual effects, RiverStone recommends good construction practices be implemented. The following recommendations should be incorporated into the development plan:

- **All development and site alteration must be setback 20 m from the lake shoreline, as shown on Figure 3, (Section C3.1.3.6 of the Township of Seguin Official Plan and Section 4.14 of the Township of Seguin Zoning By-law).**
- **90% of the 20 m shoreline setback must be maintained with natural, self-sustaining vegetation (Section C.3.1.3.12 of the Official Plan).**

Steep Slopes

RiverStone understands that the proposed lots will be zoned Shoreline Residential (SR1) and that residential development proximate to the Little Lake Joseph shoreline will occur. RiverStone believes that this development may proceed if the following recommendations are adhered to:

- **Existing vegetation should be maintained on steep slopes within the subject property. Trees will not be cut unless they are a safety hazard (assessed by an ISA certified arborist).**

Retention of vegetation will stabilize slopes and maintain nutrient uptake and reduced surface water runoff. However, it is anticipated that future development will involve construction of shoreline access and docking. Some disturbance to steep slopes on the Little Lake Joseph shoreline will be required to construct this access. However, the restriction of disturbance to 10% of the 20 m shoreline setback minimizes the potential for negative impacts. To mitigate residual impacts due to shoreline access, RiverStone recommends:

- **Shoreline access between the dwelling and boathouse/dock should be via a 2 m wide meandering pathway or stairs, as the slope requires. Pathways should utilize permeable materials (woodchips, pea gravel, permeable pavers or equivalent) that allow infiltration of stormwater and prevent channelization. Surfaces should be graded to drain away from the shoreline and, where possible, into areas with deep soils and dense vegetation.**

In regard to docking envelopes for the proposed severed lots, RiverStone recommends:

- **In-water work for dock construction shall not occur between March 15 to July 15 to comply with spring spawning timing windows.**
- **Docks must be located outside of Type 1 fish habitat shown on Figure 3.**
- **All in-water habitat features, including aquatic vegetation, natural woody debris, and boulders must be left in their current locations in the nearshore area unless permitted through application to the MNRF.**
- **Fisheries and Oceans Canada (DFO) measures to protect fish and fish habitat (<https://www.dfo-mpo.gc.ca/pnw-ppe/measures-mesures-eng.html>) should be reviewed**

and applied to the construction. It should be noted that all measures are not suitable for all projects.

Septic System

In RiverStone's experience within the Little Lake Joseph area, it is likely that soils on the property do not meet these requirements and a partial or fully raised bed using imported soils will be required. RiverStone recommends the following measures:

- **The final location and installation of the septic system must be completed by a licensed septic installer.**
- **A traditional Class 4 sewage treatment system or tertiary treatment can be utilised as the development will not drain toward the sensitive Mirror Lake.**

During RiverStone's site investigation a large, high quality rock barren habitat was observed within the center of the property. This rock barren meets the requirements for Significant Wildlife Habitat (SWH) as described in the Significant Wildlife Habitat Criteria Schedules for Ecoregion 5E (2015). SWH is protected from negative impacts under both the Provincial Policy Statement and the Township of Seguin Official Plan. However, RiverStone believes that the proposed development will not pose a negative impact to this feature if the following recommendation is adhered to:

- **The proposed severed lots share a single driveway through the rock barren. The driveway can split once it reaches the upland forest, south of the central rock barren.**

Sharing a single driveway will minimize the amount of development proposed in this feature. Driveway construction is not anticipated to require significant alteration of the rock barren and RiverStone believes the likelihood of negative impacts is low.

Other Natural Features

Development will result in the felling of trees, and vegetation will be removed or substantially modified within the development footprint. Outside of the significant features and functions noted above, migratory birds in general have protection under the Migratory Birds Convention Act (the "MBCA"). To be compliant with this Federal legislation, RiverStone recommends:

- **Vegetation removal (e.g., tree/shrub/meadow clearing, etc.) should be completed outside of the primary breeding bird nesting window (i.e., between April 1 and August 31).**
- **If vegetation removal must occur during this period, a nest survey should be conducted by a qualified biologist within 5 days of commencement of construction activities to identify and locate active nests of bird species. If a nest is located or evidence of breeding noted, a mitigation plan should be developed to avoid any potential impacts on birds or their active nests. Mitigation may require establishing appropriate buffers around active nests or delaying construction activities until the conclusion of the nesting season.**

Table of Contents

1	BACKGROUND.....	1
2	APPROACH AND METHODS	1
2.1	Identification of Study Area	2
2.2	Information Sources Used to Assess Site Conditions.....	2
2.3	Site Investigation	2
2.3.1	General Approach.....	2
2.3.2	Terrain, Drainage, and Soils	3
2.3.3	Vegetation Communities	3
2.3.4	Wildlife Surveys	4
2.3.4.1	Habitat-based Approach	4
2.3.1	Targeted Wildlife Assessment.....	4
2.3.2	Fish Habitat Assessment.....	4
2.3.3	Significant Natural Heritage Feature Assessment	5
2.3.4	Watercourses/Drainage Features	5
2.3.5	Wetlands	6
2.3.6	Steep Slopes.....	6
2.4	Impact Assessment and Mitigation.....	6
2.5	Assessment of Conformance with Applicable Environmental Policies	6
3	BIOPHYSICAL FEATURES AND FUNCTIONS	7
3.1	General Site Conditions	7
3.2	Terrain, Drainage, and Soils	7
3.3	Vegetation Conditions	8
3.3.1	Terrestrial Vegetation Communities.....	8
3.3.1.1	G051Tt Dry to Fresh, Coarse: Hemlock – Cedar Conifer	8
3.3.1.2	G054Tt Dry to Fresh, Coarse: Red Pine – White Pine Mixedwood.....	9
3.3.1.3	G164Tt Rock Barren.....	9
3.3.2	Wetland Vegetation Communities.....	10
3.3.2.1	G134S Mineral Thicket Swamp	10
3.4	Wildlife Habitat Overview	10
3.5	Fish Habitat.....	10
4	KEY NATURAL HERITAGE/HYDROLOGIC FEATURE ASSESSMENT	11

4.1	Wetlands and Watercourses.....	11
4.2	Fish Habitat.....	12
5	IMPACT ASSESSMENT AND RECOMMENDATIONS.....	12
5.1	Wetlands and Watercourses.....	13
5.2	Fish Habitat.....	15
5.3	Water Quality.....	16
5.3.1	Septic System Location and Construction.....	17
5.4	Additional Natural Features and Functions	18
5.4.1	Significant Wildlife Habitat – Rock Barren	18
5.4.2	Breeding Birds	19
6	CONFORMANCE WITH APPLICABLE ENVIRONMENTAL POLICIES.....	19
6.1	Federal <i>Fisheries Act</i> (R.S.C., 1985, amended 2019-08-28).....	19
6.2	Federal <i>Migratory Birds Convention Act</i> , 1994 (MBCA).....	20
6.3	Provincial Endangered Species Act (2007)	20
6.4	Provincial Policy Statement, 2020, pursuant to the Planning Act, R.S.O. 1990, c. P.13. ...	20
6.5	Township of Seguin Official Plan (Consolidated July 1, 2015).....	21
7	CONCLUSIONS.....	28
8	REFERENCES.....	28

List of Figures

Figure 1. Location of Subject Property	29
Figure 2. Existing Conditions	30
Figure 3. Proposed Development and Recommendations	31

List of Appendices

Appendix 1. Select Photos from Site Visit	
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1 BACKGROUND

RiverStone Environmental Solutions Inc. (hereafter “RiverStone”) was retained by the property owners, through the Township of Seguin, Ashley Blow, to prepare a Site Evaluation Report (SER) for submission with a consent application for severance of a parcel legally described as Part Lot 15, Concession 3, Geographic Township of Humphrey, Township of Seguin, District of Parry Sound (hereafter “subject property”) (**Figure 1**). The 52.5 ac property is currently developed with a dwelling, boathouse, and hiking trails. The remainder of the property is undeveloped and contains forest, rock barren, and wetland communities (**Figure 2**). The retained lot is accessible via Jean Marie Road and the proposed lots will be accessible via Stanley House Road (**Figure 3**). This SER was requested by the Township of Seguin planning staff to inform an analysis of the application for consent to create a total of three (3) lots; two (2) severed and one (1) retained. The local landscape contains various features that receive protections under the Township Official Plan and Provincial Policy Statement. This includes the lake shoreline, wetlands and fish habitat. The study scope requested by the Township planning staff for this project included an assessment of watercourses, wetland communities, and drainage.

According to the Township of Seguin Official Plan the property is designated as Shoreline Area and Rural and Resource Area (Schedule A: Land Use). The subject property is zoned Shoreline Residential 1 (SR1) in the Township Zoning Bylaw (Map #29). The subject property contains frontage on both Little Lake Joseph and Mirror Lake. According to Appendix 1 of the Township of Seguin Official Plan, these lakes are classified as low sensitivity and over threshold/high sensitivity, respectively.

Natural Heritage Areas mapping by the Ministry of Natural Resources and Forestry (MNRF) indicates that the subject property and adjacent lands are forested and contain a permanent watercourse linking Mirror Lake (upstream) to Little Lake Joseph (downstream). Given the planning and regulatory context and the presence of natural heritage features on and adjacent to the subject property, it is our understanding that this SER is required to accompany the application for severance to identify these features and appropriately buffer them from development where required. This report also assesses the conformity of the development proposal with relevant municipal, provincial and federal policies.

Considering the scope outlined above, RiverStone submits this report in fulfillment of the requirements under the Township’s Official Plan for an SER.

2 APPROACH AND METHODS

The general approach used to complete this scoped SER involved the following:

1. Identify a study area in which to focus assessment efforts.
2. Assemble and review background biophysical information for the subject property and adjacent lands, to become familiar with any identified significant natural heritage feature (SNHF) and records of species at risk (SAR) prior to the site investigation.
3. Conduct a site investigation to field-verify the presence or absence of SNHFs, confirm the biophysical features and functions identified during background information gathering, and to collect additional field data (e.g., habitat information, etc.) that will assist with completing the report.

4. Determine the potential for negative impacts associated with implementation of the proposed development and provide recommendations on how identified negative impacts can be mitigated via avoidance, minimization, and/or compensation measures (as necessary).
5. Provide an assessment of consistency and conformity of the proposed development plan with applicable municipal, provincial, and federal environmental policies.

2.1 Information Sources Used to Assess Site Conditions

Background biophysical information pertaining to the subject property and adjacent lands (i.e., lands up to 120 m of the subject property, or other as relevant) was collected from a variety of sources. These include:

- **Township of Seguin Official Plan** (Consolidated July 1, 2015) for natural features mapping including:
 - Seguin Township Official Plan Land Use Schedule A
 - Seguin Township Resources, Hazards and General Overlay Designations Schedule C
 - Appendix I Lake Sensitivity
- **Township of Seguin Zoning By-law 2006-125 (Consolidation December 7, 2022)** for applicable zoning and environmental protection areas mapping, including:
 - Township of Seguin Zoning Map #29
- **MNR Natural Areas Mapping and Natural Heritage Information Centre (NHIC) database** regarding information on occurrences of species at risk (SAR), provincially tracked species, and natural heritage features near the subject property (squares: 17PL0308) accessed July 11, 2023, at: https://www.liaapplications.lrc.gov.on.ca/Natural_Heritage/index.html?viewer=Natural_Heritage.Natural_Heritage&locale=en-CA
- **MNR Fish Online Interactive Mapping**
- **MNR Lake Fact Sheet – Parry Sound District, Mirror Lake** (Updated 2017)
- **MNR Lake Fact Sheet – Parry Sound District, Lake Joseph** (Updated 2018)
- **The District Municipality of Muskoka Lake Data Sheet, Mirror Lake** (2021)
- **The District Municipality of Muskoka Lake Data Sheet, Lake Joseph – Little Lake Joseph** (2021)
- **Digital Ontario Base Maps** (OBMs; 1:10,000).
- **On-site investigations** by RiverStone staff (see **Section 2.2**)

2.2 Site Investigation

2.2.1 General Approach

The results of background information gathering outlined above in **Section 2.1** helped direct on-site data collection activities associated with a site investigation carried out on July 10, 2023, by B. Howe (Ecologist). Data collection was focussed on identifying natural features that exist on the property as well as site physical features (topography, slope). Representative site photos taken during this

investigation are assembled in **Appendix 1**. Overall, the level of effort expended on-site was deemed appropriate to document the features and functions with recognized status given the location and scale of the proposed development.

Evidence for the presence of a species or use of an area was determined from visual and/or auditory observation (e.g., song, call) and observation of nests, tracks, burrows, browse, skins, and scats. General vegetation mapping was completed to provide information regarding the likelihood that plant species of conservation interest may be present (for example, most rare plants have strong affinities for specific ecological communities). Additionally, if a potentially rare plant not in flower was encountered, then a second site visit would have been conducted during the appropriate season for flowering or fruiting to confirm identification. This approach acceptably minimizes the risk that rare plant species would have gone undetected.

Natural features of interest (e.g., SAR habitat, vegetation community boundaries) were delineated in the field with a tablet with highly accurate built in GPS. Features of interest were photographed, and all information collected was catalogued for future reference. Photographs representative of onsite conditions are provided in **Appendix 1**.

2.2.2 Terrain, Drainage, and Soils

Geology is a significant factor in the formation of soil, the physical characteristics of a watershed, and ultimately surface water quality. The bedrock and overlying deposits influence surface runoff and infiltration, directly influencing the nutrient balance of receiving water bodies. Knowledge of the existing terrain in a study area is important in understanding how a property and its associated natural environment will respond to development pressures. The geophysical setting of the property was reviewed using OBMs, soils mapping, and aerial photography, and subsequently verified on-site visually.

2.2.3 Vegetation Communities

The vegetation communities on the subject property were mapped according to the Great Lakes-St. Lawrence (GLSL) Ecosite Fact Sheets (Wester *et al.* 2015), otherwise known as the “Provincial” ELC system. The GLSL Ecosite factsheets represent refinements and a synthesis of several different protocols for describing vegetation communities (primarily forests) within Ecoregions 4 and 5 previously prepared by the Ministry of Natural Resources and Forestry (MNR) in the 1990’s. ELC defines ecological units or “Ecosites” based on a hierarchy of influence involving several physical factors including climate (temperature, precipitation), flooding, disturbance regimes, and substrate (depth, texture, moisture, nutrients). ELC provides a common language to describe vegetation communities, which in turn facilitates the identification of vegetation communities likely to support features or functions of conservation interest.

Each Ecosite code consists of three (3) components. The first component is a 1-digit geographic range code; all Ecosites within the GLSL geographic range begin with the letter “G”. The second component is a 3-digit Ecosite number that corresponds to a specific vegetation community. The third component is a 1- or 2-digit vegetation cover modifier indicating whether the dominant vegetation is tall-treed (Tt), low-treed (Tl), shrub (S), not woody (N), or not vegetated (X). For example, “G153N” refers to a rock barren community that is dominated by non-woody vegetation occurring within the Great-Lakes St. Lawrence geographic range.

Plant nomenclature is generally consistent with the Southern Ontario Vascular Plant Species List, Third Edition (Bradley, 2013) except where updates that postdate publication of the list are noted in the Integrated Taxonomic Information System database.

2.2.4 Wildlife Surveys

2.2.4.1 *Habitat-based Approach*

RiverStone's primary approach to site assessment is habitat-based. We first focus on evaluating the potential for significant features and species within an area of interest, prior to undertaking any targeted assessments or surveys. An area is considered potential habitat if it satisfies several criteria, usually specific to a species, but occasionally characteristic of a broader group (*e.g.*, several species of turtles use sandy shorelines for nesting, several species of bats use cavity trees as day roosts and maternity sites, etc.). If habitat features are demonstrably absent from a study area, then targeted surveys would not be considered warranted to further support conclusions of the assessment. Physical attributes of a site that can be used as indicators of its potential to function as habitat for a species include structural characteristics (*e.g.*, physical dimensions of rock fragments or trees, water depth), ecological community (*e.g.*, meadow marsh, rock barren, coldwater stream), and structural connectivity to other habitat features required by the species. Species-specific habitat preferences and/or affinities are determined from status reports produced by the Committee on the Status of Endangered Wildlife in Canada (COSEWIC), Cadman et al. (2007b), published and unpublished documents, and direct experience.

2.2.1 Targeted Wildlife Assessment

Where appropriate, RiverStone explores further species-specific assessments in accordance with applicable standard methods and protocols. Targeted survey efforts may be undertaken due to one or more triggers, such as a specific request from an approval authority, an existing record for a species of interest, or a limitation to a habitat-based assessment (*e.g.*, limited property access). Given the scoped nature of this study, targeted survey methodologies were not undertaken. All potential habitat functions are estimated based on review of background information and on-site habitat structure, as discussed above.

2.2.2 Fish Habitat Assessment

To appropriately assess fish habitat along lake frontages, the following recommendations for completing a fisheries assessment have been made by DFO and MNRF:

1. Confirm the presence or absence of fish habitat,
2. Identify any potential fisheries features including intermittent watercourses and seasonally flooded areas, and assess their importance in terms of supporting fisheries functions,
3. Determine the fish communities located at a specific site and understand the life-cycle requirements, and
4. Determine the sensitivity of the fish habitat on a site-specific basis.

Fish habitat assessments are completed using the most recent classification criteria established by the MNRF as per the Natural Heritage Reference Manual (OMNR 2010). The three key fish habitat types are described in **Table 1** and differ based on their sensitivity to development and overall productive capacity for fish. Fish habitat mapping, fisheries records, thermal regime, and the known fish

community of a lake or watercourse are used in conjunction with site-specific field evaluation, to determine what areas should be considered Type 1 or Type 2 habitat in any waterbody. Development is generally directed away from highly sensitive habitats.

Our field approach for fish habitat is also habitat-based. That is, we do not conduct site visits to observe fish use of the shoreline habitat over their entire life cycle to conclude whether the habitat is used or is significant. Instead, we conduct a site visit during the time of year when habitat features are visible, to document feature characteristics and types (**Table 1**).

While some habitats are specifically used by individual species at key times in their life history (e.g., rocky wind-swept shoals exposed to wind used by lake trout for spawning), other habitats are used by several species at various important times in their development (e.g., aquatic vegetation is used by various species for spawning, nursery, and/or feeding habitat). Characteristics of the lake shoreline that relate to habitat use by fish include substrate type, slope / water depth, presence of woody debris / fallen trees and large boulders, aquatic vegetation, confluence with watercourses, and exposure to the wind. During our assessment, these features are surveyed from land and/or the water, taking note of the key habitat features described above.

Table 1. Classification of Fish Habitat Types

Classification Type	Description
Type 1	Habitats have high productive capacity, are rare, in space and/or time, are highly sensitive to development, or have a critical role in sustaining fisheries (e.g., spawning and nursery areas for some species, and ground water discharge areas for summer and/or winter thermal refuges).
Type 2	Habitats are moderately sensitive to development and, although important to the fish population, are not considered critical (e.g., feeding areas and open water habitats of lakes).
Type 3	Habitats have low productive capacity or are highly degraded, and do not currently contribute directly to fish productivity. They often have the potential to be improved significantly (e.g., a portion of a waterbody, a channelized stream that has been highly altered physically).

2.2.3 Significant Natural Heritage Feature Assessment

Where necessary, the potential presence of NHFs such as significant woodlands, significant valleylands, and significant wildlife habitat (SWH) is evaluated using existing background mapping and/or assessed in accordance with provincial guidance documents, e.g., NHRM and the Significant Wildlife Habitat Criteria Schedules for Ecoregion 5E (MNRF 2015). The potential presence/absence of relevant species of conservation interest, such as endangered and threatened species, are assessed using a combination of the background information review outlined in **Section 2.2** and the habitat-based approach outlined in **Section 2.3.1**. Our assessment of Natural Heritage Features is provided in **Section 4** of this report.

2.2.4 Watercourses/Drainage Features

Initial review of aerial photography informed assessment of watercourses on the subject property. Watercourses, if present, were assessed for indicators of flow permanency, habitat characteristics and connection between features according to the Ontario Stream Assessment Protocol. A survey-grade

GPS receiver capable of 2 m accuracy was used to delineate watercourses, and all relevant drainage features were photographed and catalogued for inclusion in this report.

2.2.5 Wetlands

Initial review of aerial photography and provincial data layers informed assessment of wetlands on the subject property. No provincially significant wetlands have been identified on or adjacent to the subject property. On site, wetlands were assessed for habitat characteristics and connection between features according to the Ontario Wetland Evaluation System (Northern Region). Aerial photography and a survey-grade GPS receiver capable of 2 m accuracy was used to delineate wetland boundaries, and all relevant features were photographed and catalogued for inclusion in this report.

2.2.6 Steep Slopes

Initial review of aerial photography informed assessment of slopes on the subject property. No steep slopes have been identified on or adjacent to the property within Township mapping. On site, steep slopes were delineated using aerial photography and a survey-grade GPS receiver capable of 2 m accuracy (to delineate top of bank and toe of slope)p. All relevant features were photographed and catalogued for inclusion in this report.

2.3 Impact Assessment and Mitigation

To carry out a rigorous and defensible ecological assessment of potential impacts associated with the proposed development, RiverStone employs the following approach.

1. *Predict* impacts to features and species of conservation interest on the subject property and adjacent lands based on the proposed development plan (from construction to post-completion), including both direct (*e.g.*, vegetation clearance) and indirect (*e.g.*, light pollution, encroachment post-development) impacts.
2. *Evaluate the significance* of predicted impacts to features and species of conservation interest based on their spatial extent, magnitude, timing, frequency, and duration.
3. *Assess the probability or likelihood* that the predicted impacts will occur at the level of significance expected (*e.g.*, high, medium, low probability).

In instances where the potential for negative impacts to features or species of conservation interest exist, ecologically meaningful mitigation measures are offered to avoid, minimize, and/or compensate for such impacts. RiverStone's impact assessment and recommended mitigation measures are provided in **Section 5**.

2.4 Assessment of Conformance with Applicable Environmental Policies

To assess whether the application is consistent or complies with the relevant municipal, provincial, and federal requirements with respect to the natural environment, the following policies (*e.g.*, statutes, regulations, plans, guidance documents, etc.) that may be applicable to the proposed application were considered during both the field investigations and the impact analysis. An assessment of the proposed development's consistency and conformity with these policies is provided in **Section 6**.

- Federal *Fisheries Act*, R.S.C. 1985, c. F-14, amended on 2019-08-28 including:

- *Applications for Authorization under Paragraph 35(2)(b) of the Fisheries Act Regulations*, S.O.R/2013-191
- Fish and Fish Habitat Protection Policy Statement (August 2019)
- Federal *Migratory Birds Convention Act*, S.C. 1994, c. 22, including:
 - Migratory Birds Regulations.
- *Provincial Policy Statement*, 2020, pursuant to the *Planning Act*, R.S.O. 1990, c. P.13, including:
 - Natural Heritage Reference Manual for Natural Heritage Policies of the Provincial Policy Statement, 2005 (OMNR 2010)
 - Significant Wildlife Habitat Criteria Schedules for Ecoregion 5E (MNR 2015).
- Provincial *Endangered Species Act*, 2007, S.O. 2007, c. 6, including:
 - Ontario Regulation 230/08: Species at Risk in Ontario List
 - Ontario Regulation 242/08: “Exemption Regulation”
- Township of Seguin Official Plan (Consolidated July 1, 2015)
- Township of Seguin Zoning By-law 2006-125 (Consolidated December 7, 2022)

3 BIOPHYSICAL FEATURES AND FUNCTIONS

3.1 General Site Conditions

The subject property is approximately 52.5 acres in area and is accessed from the west via Jean Marie Road and the north via Stanley House Road. At the time of RiverStone’s July 10, 2023, site visit the property was developed with a dwelling, boathouse, and hiking trail. The remainder of the property is natural and undisturbed. Existing mapping shows the property as forest and rock barren habitat. However, RiverStone’s evaluation also documented a small wetland (**Figure 2**). The property contains a prominent cliff-face that runs parallel to the property’s western side. This cliff peaks at the Mirror Lake shoreline and topography on the property slopes down to the east, north, and south from this point. Slopes into Little Lake Joseph and Mirror Lake are steep, while slopes along Stanley House Road and the eastern property boundary are gentler.

Adjacent lands (lands within 120 m) to the subject property are similar residential development that maintains most of the landscape in a natural condition. Stanley House Road forms the property’s northern boundary, Mirror Lake the western boundary, and Little Lake Joseph the southern boundary. Lands to the east of the property are continuous with existing natural vegetation.

Vegetation communities and natural features are identified on **Figure 2**. Representative photographs taken during the site investigation are provided in **Appendix 1**.

3.2 Terrain, Drainage, and Soils

The subject property is situated near the western boundary of Ecodistrict 5E-8 (Huntsville). This ecodistrict is comprised of bedrock exposures (primarily orthogneisses and migmatites) complexed with a veneer of glacially derived sandy substrate (Henson and Brodribb, 2005). Differential erosion of the bedrock since the Grenville Orogeny over one billion years ago has generated a landscape of gently to steeply sloping ridges.

The subject property is located on a granite dome with an associated cliff. This cliff-face runs north-south across the retained lot parallel to the shoreline of Mirror Lake. The property rises to its highest point where this cliff meets the Mirror Lake shoreline. Although slopes up towards this point are steep, the top of the granite dome, within the center of the property, is fairly level. Slopes down towards Stanley House Road are minimal (slopes < 20%) while slopes towards Little Lake Joseph are steep (slopes > 30%). The center of the property has a general slight slope downwards to the east (slopes < 10%).

Drainage on the property is constrained by the topography and directed either toward Mirror Lake, Little Lake Joseph, or the ditch along Stanley House Road to the north. Drainage from lands west of the cliff-face flows into Mirror Lake, while drainage east of the cliff-face flows east, away from Mirror Lake. Flows on the granite dome in the center of the property move eastward before turning either south or north and entering Little Lake Joseph or the Stanley House Road ditch. This ditch flows east off-property and does not enter Mirror Lake.

The property contains six (6) watercourses; one (1) permanent watercourse that was flowing at the time of RiverStone's site visit, and five (5) intermittent watercourses that were not flowing at the time of the site visit (**Figure 2**). The permanent watercourse (W1) drains Mirror Lake into Little Joseph Lake and is within the retained lot. A second watercourse (W2) flows down from the granite dome to enter this watercourse and drain into Little Lake Joseph. Two parallel watercourses (W3 and W4) collect overland flow in the northwest corner of the property and drain into Mirror Lake. The fifth watercourse (W5) collects overland flow from the granite dome and directs it into the ditch adjacent to Stanley House Road and the sixth watercourse (W6) collects overland flow from the granite dome and flows directly into Little Lake Joseph (**Figure 2**).

3.3 Vegetation Conditions

Existing development on the subject property is restricted to the dwelling, boathouse, and hiking trail. Natural habitats on the property are a mixture of upland forest, rock barren, and thicket swamp. Ecological communities were characterized and delineated through a combination of aerial photo analysis and field investigations; these communities are described below and mapped on **Figure 2**. Each description includes a list of representative plant species within each community. All species observed within the study area are considered common locally and provincially. However, the rock barren on the subject property is of a high quality and meets the criteria for Significant Wildlife Habitat. This rock barren is discussed further in **Section 5.4.1**.

3.3.1 Terrestrial Vegetation Communities

3.3.1.1 G051Tt Dry to Fresh, Coarse: Hemlock – Cedar Conifer

Most of the upland forest on the property is dominated by Eastern Hemlock (*Tsuga canadensis*). Other species within the canopy include Red Maple (*Acer rubrum*), Eastern White Cedar (*Thuja occidentalis*), Yellow Birch (*Betula alleghaniensis*), White Spruce (*Picea glauca*), White Birch (*Betula papyrifera*), Green Ash (*Fraxinus pennsylvanica*), Red Pine (*Pinus resinosa*), American Beech (*Fagus grandifolia*), Striped Maple (*Acer pensylvanicum*), Northern Red Oak (*Quercus rubra* var. *rubra*), Sugar Maple (*Acer saccharum*), White Oak (*Quercus alba*), and Ironwood (*Ostrya virginiana* var. *virginiana*). The understory contains regenerating Striped Maple, Red Oak, White Oak, American Beech, and Eastern Hemlock.

Although shading restricts groundcover in some areas, there are a variety of groundcover species in this vegetation community. These species include Wall Lettuce (*Mycelis muralis*), Northern Bugleweed (*Lycopus uniflorus* var. *uniflorus*), Virginia Creeper (*Parthenocissus quinquefolia*), Marginal Wood Fern (*Dryopteris marginalis*), Sensitive Fern (*Onoclea sensibilis*), Broadleaf Helleborine (*Epipactis helleborine*), Intermediate Wood Fern (*Dryopteris intermedia*), Pickerelweed (*Pontederia cordata*), Dwarf Raspberry (*Rubus pubescens*), Solomon's-seal species (*Polygonatum* sp.), Northern Starflower (*Trientalis borealis*), Trillium species (*Trillium* sp.), Spinulose Wood Fern (*Dryopteris carthusiana*), Poverty Oat Grass (*Danthonia spicata*), Eastern Teaberry (*Gaultheria procumbens*), Partridgeberry (*Mitchella repens*), Wild Sarsaparilla (*Aralia nudicaulis*), Common Selfheal (*Prunella vulgaris*), Canada Mayflower (*Maianthemum canadense*), Fringed Sedge (*Carex crinita*), American Fly Honeysuckle (*Lonicera canadensis*), Common Sheep Sorrel (*Rumex acetosella*), Bluebead Lily (*Clintonia borealis*), Trailing Arbutus (*Epigaea repens*), Painted Trillium (*Trillium undulatum*), Bunchberry (*Cornus canadensis*), Ghost Pipe (*Monotropa uniflora*), Northern Bracken Fern (*Pteridium aquilinum* var. *latiusculum*), Lowbush Blueberry (*Vaccinium angustifolium*), Rock Tripe (*Umbilicaria mammulata*), Western Oak Fern (*Gymnocarpium dryopteris*), Royal Fern (*Osmunda regalis* var. *spectabilis*), Hobble Bush (*Viburnum lantanoides*), and Interrupted Clubmoss (*Lycopodium annotinum*).

3.3.1.2 G054Tt Dry to Fresh, Coarse: Red Pine – White Pine Mixedwood

A small area of deciduous dominated forest is found on the Mirror Lake shoreline in the northwest corner of the retained lot. Canopy species include American Elm (*Ulmus americana*), Sugar Maple, Yellow Birch, Eastern Hemlock, White Birch, Northern Red Oak, Bigtooth Aspen (*Populus grandidentata*), Striped Maple, and White Ash (*Fraxinus americana*). Groundcover in this community includes Reed Canary Grass (*Phalaris arundinacea*), Sensitive Fern, Northern Bugleweed, Ox-eye Daisy (*Leucanthemum vulgare*), Fragrant Bedstraw (*Galium triflorum*), Woodsorrel species (*Oxalis* sp.), New York Fern (*Thelypteris noveboracensis*), Northern Bracken Fern, Ostrich Fern (*Matteuccia struthiopteris*), Pickerelweed, Leatherleaf (*Chamaedaphne calyculata*), Swamp Candles (*Lysimachia terrestris*), Brown Bulrush (*Schoenoplectus americanus*), Fringed Sedge, Common Selfheal, Red Trillium (*Trillium erectum*), Rattlesnakeroot species (*Prenanthes* sp.), Broadleaf Helleborine, Solomon's-seal species, Virginia Creeper, Fringed Black Bindweed (*Fallopia cilinodis*), Spotted Touch-me-not (*Impatiens capensis*), Red Raspberry (*Rubus idaeus*), Eastern Prickly Gooseberry (*Ribes cynosbati*), Spinulose Wood Fern, Hobble Bush, Intermediate Wood Fern, Coltsfoot (*Tussilago farfara*), Lady Fern (*Athyrium filix-femina*), and Herb Robert (*Geranium robertianum*).

3.3.1.3 G164Tt Rock Barren

The center of the property is a large rock barren with a mixture of treed and open areas. Most of the trees are Eastern White Pine (*Pinus strobus*), but there are also stunted Northern Red Oak and White Oak present. Vegetation in the open areas is dominated by Haircap Moss species (*Polytrichum* sp.), Reindeer Lichen (*Cladonia rangiferina*), Common Juniper (*Juniperus communis*), and Lowbush Blueberry. Groundcover also includes Wild Raspberry, Rock Harlequin (*Corydalis sempervirens*), Rock Polypody (*Polypody virginianum*), Narrowleaf Cow Wheat (*Melampyrum lineare*), Dark-green Bulrush, Northern Bracken Fern, Solomon's-seal species, and Rosette Grass species (*Dichanthelium* sp.).

RiverStone notes that although Significant Wildlife Habitat was not included within the scope of this assessment, rock barren habitat on the subject property meets the qualifications for a rare vegetation community under the Significant Wildlife Habitat Criteria Schedules for Ecoregion 5E (2015). This

rock barren is larger than 1 ha and contains more than four of the listed rock barren species. Potential impacts to this feature are discussed below in **Section 5.4.1**.

3.3.2 Wetland Vegetation Communities

3.3.2.1 G134S Mineral Thicket Swamp

A small thicket swamp is present within the rock barren where overland flow is captured by a depression in the bedrock. This swamp is surrounded by Eastern Hemlock, Eastern White Pine, Red Maple, White Oak, and Tamarack (*Larix laricina*) and dominated by Grey Dogwood (*Cornus racemosa*). Other vegetation includes Fringed Sedge, Dark-green Bulrush, Canada Hawkweed (*Hieracium umbellatum*), Canada Mayflower, Interrupted Fern (*Osmunda claytonia*), Wild Raisin (*Viburnum nudum* var. *cassinoides*), Northern Bugleweed, and Northern Bush Honeysuckle (*Diervilla lonicera*).

3.4 Wildlife Habitat Overview

Based on our observations, we expect that the subject property has the potential to support habitat for various species of wildlife that are typical to the Canadian Shield landscape. While no targeted wildlife surveys were undertaken, it is reasonably assumed that wildlife in the local area would include those generally found on the local landscapes. We would expect occurrences for general mammalian species, including White-tailed Deer (*Odocoileus virginianus*), Coyote (*Canis latrans*), Eastern Cottontail (*Sylvilagus floridanus*), Raccoon (*Procyon lotor lotor*), and Grey Squirrel (*Sciurus carolinensis*), etc. The site investigation documented evidence of White-tailed Deer, Raccoon, Black Bear (*Ursus americanus*), Eastern Chipmunk (*Tamias striatus*) and seventeen (17) avian species. Also, based on defensive behavior, it is likely that Broad-winged Hawk (*Buteo platypterus*) are breeding in the northwest corner of the retained lot.

3.5 Fish Habitat

The subject property contains frontage on both Mirror Lake and Little Lake Joseph, and the proposed severed lots will contain frontage on Little Lake Joseph. Little Lake Joseph is part of Lake Joseph, which forms the largest of the big three lakes in Muskoka, including Rosseau and Muskoka, having a surface area of approximately 5460 ha and 140 km of shoreline. Little Lake Joseph drains several smaller lakes, including Anselmi, Draper, and Mirror Lakes, through Lake Rosseau to the Mirror River into Lake Muskoka and out to Georgian Bay through the Moon River. The water levels in Little Lake Joseph are regulated through the navigation lock in Port Carling, which are governed by the Muskoka River Water Management Plan. The subject property lies along the northern shoreline of the lake, which has a maximum depth of over 45 m, compared to a maximum depth of approximately 94 m for Lake Joseph proper. The lakes have a long history of stocking various species of fish, including Rainbow Trout (*Oncorhynchus mykiss*) as recently as 1975. Other major fish species occurring in Lake Joseph include Lake Trout (*Salvelinus namaycush*), Lake Whitefish (*Coregonus clupeaformis*), Smallmouth Bass (*Micropterus dolomieu*), and Northern Pike (*Esox lucius*). Little Lake Joseph and Lake Joseph are managed by the Ministry of Natural Resources and Forestry (MNRF) as a Lake Trout Lake with natural reproduction.

Mirror Lake, also known as Slide Lake, is a small lake immediately north of Little Lake Joseph. It has a surface area of approximately 16.5 ha, maximum depth of 8 m, and 2.1 km of shoreline. Its water level is not regulated, and it drains into Little Lake Joseph via a permanent watercourse on the subject

property. Fish species include Smallmouth Bass, Yellow Perch (*Perca flavescens*), and Pumpkinseed (*Lepomis gibbosus*). MNRF records indicate that it was stocked with Rainbow Trout in 1984.

Fish were observed in both Mirror Lake and Little Lake Joseph at the inlet and outlet of the permanent watercourse (W1, **Figure 2**). Minnows were observed within Little Lake Joseph, and Pumpkinseed were observed within Mirror Lake. Due to the presence of both mature and immature Pumpkinseed, RiverStone considers this species to be spawning within Mirror Lake. Emergent and submergent aquatic vegetation were observed in both lakes, and MNRF mapping indicates that both Type 1 and Type 2 habitats are present along the shoreline frontages of the subject property. These habitats will be discussed further in **Section 4.2**.

4 **KEY NATURAL HERITAGE/HYDROLOGIC FEATURE ASSESSMENT**

Based on the biophysical information collected during background information gathering, and the summarized existing conditions of the subject property as described above, **Table 1** below identifies all KNHFs (and KHF) that are present (or potentially present) within the study area. RiverStone's rationale for identifying such features is provided in the sections that follow.

Table 1. Summary of the Assessment of Natural Heritage Features included in the scope of work and identified within the Study Area.

Key Natural Heritage	Presence/Absence within the Study Area
Wetlands/watercourses (Including PSWs)	Wetland and Watercourses <i>Present</i> . See Section 4.1
Fish Habitat	<i>Present</i> . See Section 4.2

Shaded rows denote NHF that are present or have the potential to be present within the study area.

4.1 **Wetlands and Watercourses**

Six (6) watercourses, one (1) permanent and five (5) intermittent, were identified on the subject property during RiverStone's site investigation (**Figure 2**). The permanent watercourse (W1) drains Mirror Lake into Little Lake Joseph. Two (2) intermittent watercourses drain into Mirror Lake (W3 and W4), one (1) intermittent watercourse drains into the permanent watercourse (W2), one (1) intermittent watercourse drains into Little Lake Joseph (W6), and one (1) watercourse drains into the Stanley House Road ditch (W5). A summary of watercourse features is included in the table below, and they are discussed further in **Section 5.1**.

Watercourse	Station	Class	Flowing July 10, 2023	Width (m)	Depth (cm)	Temperature (°C)	Substrates
W1	1-1	Permanent	Yes	1 - 2	5	23	Bedrock, cobble, sand
	1-2	Permanent	Yes	1 - 3	10 - 15	21	Gravel, sand, muck
W2	2	Intermittent	No	1	n/a	n/a	Bedrock, gravel
W3	3	Intermittent	No	0.3	n/a	n/a	Muck

W4	4	Intermittent	No	0.5 - 1.5	n/a	n/a	Bedrock, gravel, sand
W5	5	Intermittent	No	0.5 - 3	n/a	n/a	Sand, muck
W6	6	Intermittent	No	0.5 - 1	n/a	n/a	Bedrock, gravel, sand

A single wetland is present on the subject property. This wetland has formed in a natural depression within the rock barren that collects overland flow during rain events. The wetland is drained by W2, which flows into the permanent watercourse (W1) and ultimately into Little Lake Joseph. This wetland is classified as G134S Mineral Thicket Swamp and is located within the Retained Lot and Severed Lot A (**Figure 3**). Further discussion of this feature is included in **Section 5.1**.

4.2 Fish Habitat

MNRF records indicate that portions of the Mirror Lake and Little Lake Joseph shorelines fronting the subject property support emergent and submerged aquatic vegetation, which provides spawning and nursery habitat for Largemouth Bass (*Micropterus salmoides*), Northern Pike, and various minnow species. Immature Pumpkinseed were also observed within Mirror Lake during RiverStone's investigation, indicating that spawning habitat for this species is present along the lakeshore. Historic mapping by MNRF indicates that Mirror Lake contains two areas of Type 1 (critical) fish habitat; one at the outlet of W3 and W4 and one at the inlet of the permanent watercourse (W1). The Little Lake Joseph shoreline fronting the property also contains two areas of Type 1 fish habitat, one at the W1 outlet and one at the outlet of W6. This is not unexpected, as the confluence of watercourses and lakes have unique habitat characteristics, such as feeding opportunities and cooler temperatures, and are consistently classified as Type 1 (critical) fish habitat. Shoreline conditions of both lakes consist generally of steeply sloping topography that extends into the retained and proposed severed lots, with overhanging vegetation dominated by Eastern Hemlock. Substrates consist primarily of bedrock, boulder, and cobble, with some woody debris and muck present at the inlet and outlet of W1. Aquatic vegetation is limited outside of mapped Type 1 habitat due to the lack of suitable substrates. Based on observations made during the site investigation, the remaining shoreline reaches contain Type 2 fish habitat. Watercourses on the property do not contain fish habitat due to steep slopes preventing access. A waterfall within W1 prevents fish passage between Mirror Lake and Little Lake Joseph.

With each of the proposed severed lots having frontage on Little Lake Joseph, it is assumed that access to the waterfront would be desired. Recommendations and mitigation measures to prevent negative impacts to fish habitat are included in **Section 5.2**.

5 IMPACT ASSESSMENT AND RECOMMENDATIONS

The development plan being contemplated is the severance of the subject property into three (3) lots; two (2) severed and one (1) retained. It is expected that the severed lots will be developed with dwellings, septic systems, a dock/boathouse and associated amenities. Severed Lot A will be approximately 6.57 ha in area with 110 m of frontage on Little Lake Joseph. Severed Lot B will be approximately 6.14 ha in area with 100 m of frontage on Little Lake Joseph (**Figure 3**).

Our assessment is based on a review of existing conditions at the time of site investigations, as illustrated on **Figure 2** and in the photographic record contained in **Appendix 1**. The primary purpose

of this report is to assess impacts and support impact mitigation for all features that receive protections under applicable environmental planning policies and regulations that were to be included in this scope of work. The potential for negative impacts on identified natural heritage features is discussed in the sections below, and several recommendations are listed to support a scenario of no net negative impacts. In assessing and identifying potential negative impacts through a development process, it is important to highlight how the PPS defines negative impacts, *i.e.*:

“...degradation that threatens the health and integrity of the natural features or ecological functions for which an area is identified due to single, multiple or successive development or site alteration activities”

Importantly, as stated in Section 13.2 of the Natural Heritage Reference Manual (for Natural Heritage Policies of the PPS):

The PPS definition for “negative impacts” does not state that all impacts are negative, nor does it preclude the use of mitigation to prevent, modify or alleviate the impacts to the significant natural heritage feature or area”.

RiverStone’s impact assessment is intended to be reflective of the above guidance, with consideration for the integrity and function of each feature, and in acknowledgement that not all development and site alteration represents a negative impact. RiverStone’s property boundaries provided on figures are based on information provided by the proponent and should not be considered survey grade (*i.e.*, for reference purpose only).

5.1 Wetlands and Watercourses

Six (6) watercourses were identified across the subject property during RiverStone’s investigation. Additionally, a thicket swamp was identified within the Retained Lot and Severed Lot A. In general, development and/or site alteration activities that occur in proximity to wetlands and watercourses have the potential to cause negative impacts via the following pathways:

- Alterations of surface water and/or groundwater contributions that may result from;
 - Construction staging (*e.g.*, dewatering, etc.);
 - Increased post-construction coverage of impervious surfaces (*e.g.*, roads, roofs, etc.); and,
 - Permanent modifications to existing topography or drainage.
- Increased sediment and/or nutrient loadings to features via runoff exiting the development area from construction to post-completion of the project. This may adversely affect water quality via increased turbidity, nutrient enrichment, contamination by toxic substances, changes in pH, etc.;
- Direct loss of habitat through feature encroachment or other alterations; and
- Increased human activity/encroachment post construction, which may result in increased soil compaction, dumping, vandalism, or other disturbances.

RiverStone believes that potential construction-related impacts can be avoided through construction mitigation practices and avoidance measures. The following recommendations are provided to protect these the watercourses and wetland community on the subject property:

- **All development and site alteration must be setback 30 m from the wetland and watercourses, as shown on Figure 3.**
- **Maintain existing vegetation within the setbacks in a natural, self-sustaining state to provide a vegetated buffer adjacent to these features. Trees will not be cut within the buffer unless they are a safety hazard (assessed by a certified arborist) and debris from land clearing or materials to be used in construction will not be placed within the buffer. Buffers will be maintained around these features into perpetuity.**
- **Implement sediment and erosion control measures as per applicable best management practices to isolate the development footprint, generally including the following measures.**
 - **Sediment fencing must be constructed of heavy material and solid posts and be properly installed (trenched in) to maintain its integrity during inclement weather events.**
 - **Additional sediment fencing and appropriate control measures must be available on site so that any breach can be immediately repaired.**
 - **Regular inspection and monitoring will be necessary to ensure that the structural integrity and continued functioning of the sediment control measures is maintained (i.e., proper installation is not the only action necessary to satisfy the mitigation requirements).**
 - **An on-site supervisor should be responsible for daily inspections of the sediment and erosion control measures and record the time and date of inspections, the status of the mitigation measures, and any repairs undertaken.**
 - **Removal of non-biodegradable erosion and sediment control materials should occur once construction is complete, and the site is stabilized.**
- **Temporary storage locations of aggregate/fill material (where required) should be located within the area isolated by sediment fencing. This material is to be contained by heavy-duty sediment fencing, a minimum of 30 m from wetlands and watercourses.**
- **Offloading of construction and aggregate/fill materials (where required) should be completed during fair weather conditions, a minimum of 30 m from wetlands and watercourses.**
- **All stockpiled topsoil/overburden (where required) should be piled in low piles and stabilized as quickly as possible (e.g., erosion-prone areas covered with textile) to minimize the potential for runoff and wind erosion.**
- **Integrate permeable surfaces and other low impact design measures into the development design where feasible (e.g., permeable pavers, infiltration galleries for stormwater leaders, etc.).**

RiverStone notes that Little Lake Joseph shoreline access for Severed Lot B must, at minimum, pass through the buffer for W6 (**Figure 3**). This access is permissible if the above sediment and erosion control practices are implemented, in addition to a properly engineered water crossing. Where the access route crosses W6, RiverStone recommends:

- **Should a creek crossing be required, an appropriately sized culvert be installed based on the size of the watercourse and the expected flow.**

- **Construction of the watercourse crossing should occur in late summer and/or at a time that the watercourse is at minimal flow condition.**

5.2 **Fish Habitat**

In general, development and/or site alteration activities that occur adjacent to shorelines have the potential to cause negative impacts via the following pathways:

- Alterations of surface water and/or groundwater contributions to the feature that may result during construction (*e.g.*, dewatering, etc.), from increased coverage of impervious surfaces (*e.g.*, roads, roofs, etc.), and/or modifications to existing topography or drainage;
- Increased sediment and/or nutrient loadings to features via increased erosion and/or runoff exiting the development area from construction to post-completion of the project. This may adversely affect water quality via increased suspended solids, nutrient enrichment, contamination by toxic substances, changes in pH and thermal properties, etc.;
- Direct removal of vegetation or compaction of sensitive soils during construction or resulting from more intensive use because of development.

Based on the Township of Seguin Official Plan Section C.3.1.3.6 (Consolidated July 1, 2015), development must be setback a minimum of 20 m from the shoreline, which will also maintain a setback from fish habitat. The recommendations below, in conjunction with this setback, should be sufficient to prevent impacts on fish habitat adjacent to the proposed severed lots. To mitigate any residual effects, RiverStone recommends good construction practices be implemented. The following recommendations should be incorporated into the development plan:

- **All development and site alteration must be setback 20 m from the lake shoreline, as shown on Figure 3, (Section C3.1.3.6 of the Township of Seguin Official Plan and Section 4.14 of the Township of Seguin Zoning By-law).**
- **90% of the 20 m shoreline setback must be maintained with natural, self-sustaining vegetation (Section C.3.1.3.12 of the Official Plan).**

The subject property contains steep slopes (slopes > 25%) directed towards Little Lake Joseph that are currently stabilized with a well-developed forest community. Under current conditions the immediate shoreline is vegetated, and a moderate level of stormwater infiltration and nutrient uptake will occur due to the combination of slope and soil. Alteration of this vegetation has the potential to increase erosion and nutrient loads entering Little Lake Joseph, negatively impacting fish habitat. RiverStone understands that the proposed lots will be zoned Shoreline Residential (SR1) and that residential development proximate to the Little Lake Joseph shoreline will occur. RiverStone believes that this development may proceed if the following recommendations are adhered to:

- **Existing vegetation should be maintained on steep slopes within the subject property. Trees will not be cut unless they are a safety hazard (assessed by an ISA certified arborist).**

Retention of vegetation will stabilize slopes and maintain nutrient uptake and reduced surface water runoff. However, it is anticipated that future development will involve construction of shoreline access and docking. Some disturbance to steep slopes on the Little Lake Joseph shoreline will be required to construct this access. However, the restriction of disturbance to 10% of the 20 m shoreline setback

minimizes the potential for negative impacts. To mitigate residual impacts due to shoreline access, RiverStone recommends:

- **Shoreline access between the dwelling and boathouse/dock should be via a 2 m wide meandering pathway or stairs, as the slope requires. Pathways should utilize permeable materials (woodchips, pea gravel, permeable pavers or equivalent) that allow infiltration of stormwater and prevent channelization. Surfaces should be graded to drain away from the shoreline and, where possible, into areas with deep soils and dense vegetation.**

In regard to docking envelopes for the proposed severed lots, RiverStone recommends:

- **In-water work for dock construction shall not occur between March 15 to July 15 to comply with spring spawning timing windows.**
- **Docks must be located outside of Type 1 fish habitat shown on Figure 3.**
- **All in-water habitat features, including aquatic vegetation, natural woody debris, and boulders must be left in their current locations in the nearshore area unless permitted through application to the MNRF.**
- **Fisheries and Oceans Canada (DFO) measures to protect fish and fish habitat (<https://www.dfo-mpo.gc.ca/pnw-ppe/measures-mesures-eng.html>) should be reviewed and applied to the construction. It should be noted that all measures are not suitable for all projects.**

RiverStone notes that Severed Lot A contains Type 1 fish habitat along approximately 45% of its frontage. This area is mapped as Type 1 fish habitat due to the confluence of W6 and Little Lake Joseph. Confluences provide opportunities for thermal refuge and foraging for fish and are therefore always categorized as Type 1. However, W6 is both small and intermittent. This means that Type 1 habitat functions are not consistently provided and are only provided in a small area around the confluence. It is our opinion that the current Type 1 mapping does not accurately reflect the function of this feature and would instead recommend Type 1 fish habitat be mapped as a 15 m radius around the confluence.

5.3 Water Quality

Appendix 1 of the Township of Seguin Official Plan (July 1, 2015) designates Mirror Lake as both Over Threshold and High Sensitivity. As the proposed lots will occur within 300 m of this Lake, RiverStone is submitting this SER in consideration of the potential negative impacts to water quality within Mirror Lake, as well as to other natural heritage features.

The Township of Seguin Official Plan defines over threshold lakes as lakes where “the phosphorous loading of a lake exceeds its background level (in the absence of development) plus 50% or would exceed the Provincial Water Quality Objective of 20 µg/L total phosphorous.” A lake’s sensitivity rank pertains to how likely it is that development-related phosphorous will increase concentrations by more than 50% of the background phosphorous levels. Increased development on high sensitivity lakes (e.g., Mirror Lake) has the potential to input more phosphorous than the lake can sustain, which will cause phosphorous levels to increase above acceptable thresholds. Creation of new lots proximate to Mirror Lake, thereby increasing development, has the potential to increase phosphorous levels above the 20 µg/L threshold and to negatively impact water quality.

The most sensitive lakes in Ontario are those designated as Lake Trout Lakes at Capacity. These lakes contain lake trout, a cold-water fish, that requires high dissolved oxygen levels and deep, cold water. Lake Trout Lakes at Capacity are like Over Threshold lakes within the Seguin OP. These lakes cannot accommodate additional development without phosphorous levels increasing above the Provincial Water Quality Objective. If phosphorous levels in a Lake Trout Lake increase, changes in water chemistry and algae blooms will reduce the amount of oxygen available within the lake, killing the lake trout and destroying a valuable fishery resource; however, new lot creation on these lakes can occur in three specific scenarios:

- To separate existing habitable dwellings, each of which is on a lot that is capable of supporting a Class 4 sewage system, provided that the land use would not change and there would be not net increase in phosphorous loading to the lake.
- Where all new tile fields would be located such that they would drain into a drainage basin which is not at capacity; or
- Where all new tile fields would be set back at least 300 m from the shoreline of lakes, or such that drainage from the tile fields would flow at least 300 m to the lake.

The development proposed on the subject property is consistent with the second bullet point above. Tile fields on the proposed lots will not drain into Mirror Lake and will instead drain into Little Lake Joseph, which is not at capacity or sensitive. This means that the proposed development is consistent with protections for the most sensitive lakes in Ontario. RiverStone believes that the proposed development does not pose a negative impact to Mirror Lake; however, RiverStone would provide the following commentary and best management practices for septic system development and operation on the severed lots.

5.3.1 Septic System Location and Construction

The proposed development will include the construction of a septic system on each of the proposed lots. In addition to Township policy regulating the placement of septic systems, the Ontario Building Code (OBC) identifies constraints to system placement. Physical constraints on the placement of these systems include soil conditions, slope conditions, and site drainage as well as minimum setbacks from watercourses, water bodies, and wells.

To maximize nutrient uptake and removal of bacteria, the OBC requires that septic systems be set back 15 m from the water. This is consistent with the Township of Seguin policies requiring a 20 m development setback from shorelines and expands protection to wetlands and watercourses. Based on biophysical constraints this setback is easily achievable on the proposed lots. The ideal septic location will maximize the distance between vulnerable natural heritage features and the septic to the greatest extent possible given the topography of the subject property.

The property was also reviewed for compliance with the OBC regarding slope. Areas having a slope greater than 25% are unsuitable for installation of a leaching bed, as the effluent moves through the bed too quickly. Both proposed lots contain areas outside of recommended setbacks where slope are appropriate for septic development.

One of the key features of a properly functioning septic tank/leaching bed system is soil-based treatment of effluent. Soils receiving effluent must be deep enough to ensure that unsaturated conditions are maintained, and that septic drainage occurs slowly, allowing for maximum removal of nutrients and bacteria. The OBC requires a vertical separation of 0.9 m between the effluent

distribution system and the high mark of the groundwater table, bedrock, or soils with a percolation rate greater than 50 min/cm. In RiverStone's experience within the Little Lake Joseph area, it is likely that soils on the property do not meet these requirements and a partial or fully raised bed using imported soils will be required. RiverStone recommends the following measures:

- **The final location and installation of the septic system must be completed by a licensed septic installer.**
- **A traditional Class 4 sewage treatment system or tertiary treatment can be utilised as the development will not drain toward the sensitive Mirror Lake.**

Proper use and maintenance are a priority for each septic system. RiverStone recommends the following Best Management Practices be employed:

- Ensure the effluent filter on the septic tank is serviced regularly.
- Have the system pumped out every two to three years, depending on use.
- Never dump grease, oil, or fats into the drain.
- Do not use a garbage disposal system.
- Be conscious regarding the amount of water and waste dumped at one time.
- Never do more than two loads of laundry in one day.
- Practice water conservation (use low flow toilets and showerheads).

A typical septic system that is properly designed, installed, and maintained on suitable soil is as effective as a sophisticated sewage treatment plant. A large proportion of the phosphorous flowing into a septic tank is effectively removed by settling and subsequent pumping of the tank. The phosphorous in septic tank outflow is typically 85% soluble orthophosphate. This soluble portion of phosphorous is well retained in soils with specific chemical properties, including low buffering capacity (low levels of calcium carbonate (CaCO_3), and elevated aluminium and iron content.

By using a raised leaching bed or an enhanced treatment system, maintaining the maximum distance between the leaching bed and vulnerable natural heritage features, as required by the OBC, and by maintaining existing vegetation within buffers, there will be negligible potential for septic generated phosphorous to reach down gradient surface waters.

5.4 Additional Natural Features and Functions

5.4.1 Significant Wildlife Habitat – Rock Barren

During RiverStone's site investigation a large, high quality rock barren habitat was observed within the center of the property. This rock barren meets the requirements for Significant Wildlife Habitat (SWH) as described in the Significant Wildlife Habitat Criteria Schedules for Ecoregion 5E (2015). SWH is protected from negative impacts under both the Provincial Policy Statement and the Township of Seguin Official Plan. However, RiverStone believes that the proposed development will not pose a negative impact to this feature if the following recommendation is adhered to:

- **The proposed severed lots share a single driveway through the rock barren. The driveway can split once it reaches the upland forest, south of the central rock barren.**

Sharing a single driveway will minimize the amount of development proposed in this feature. Driveway construction is not anticipated to require significant alteration of the rock barren and RiverStone believes the likelihood of negative impacts is low.

5.4.2 Breeding Birds

Development will result in the felling of trees, and vegetation will be removed or substantially modified within the development footprint. Outside of the significant features and functions noted above, migratory birds in general have protection under the Migratory Birds Convention Act (the “MBCA”). To be compliant with this Federal legislation, RiverStone recommends:

- **Vegetation removal (e.g., tree/shrub/meadow clearing, etc.) should be completed outside of the primary breeding bird nesting window (i.e., between April 1 and August 31).**
- **If vegetation removal must occur during this period, a nest survey should be conducted by a qualified biologist within 5 days of commencement of construction activities to identify and locate active nests of bird species. If a nest is located or evidence of breeding noted, a mitigation plan should be developed to avoid any potential impacts on birds or their active nests. Mitigation may require establishing appropriate buffers around active nests or delaying construction activities until the conclusion of the nesting season.**

6 CONFORMANCE WITH APPLICABLE ENVIRONMENTAL POLICIES

The following summarizes the environmental legislation and policies that are relevant to the proposal being evaluated here and describes how the recommendations provided in this report will permit the proposed land-use changes and comply with these provisions.

6.1 Federal Fisheries Act (R.S.C., 1985, amended 2019-08-28)

The Federal *Fisheries Act* states that:

34.4 (1) No person shall carry on any work, undertaking or activity, other than fishing, that results in the death of a fish.

35. (1) No person shall carry on any work, undertaking or activity that results in harmful alteration, disruption, or destruction of fish habitat.

DFO further states that “under subsection 35(1) a person may carry on such works, undertakings or activities without contravening this prohibition, provided that they are carried on under the authority of one of the exceptions listed in subsection 35(2), and in accordance with the requirements of the appropriate exception. In most cases, this exception would be Ministerial authorizations granted to proponents in accordance with the *Authorizations Concerning Fish and Fish Habitat Protection Regulations*.”

The recommendations included in this report will keep development and site alteration away from all fish habitat and watercourses that drain into fish habitat on the subject property. It is the opinion of RiverStone that activities proposed on the property will not contravene the *Fisheries Act*, and that an Authorization under the Section 35(2) is not likely required. Should however, during this project, situations arise and lead to occurrences that result in a HADD, persons responsible for the project have

a “duty to notify” DFO, take corrective actions, and provide written reports under Section 38 of the *Act*.

6.2 Federal Migratory Birds Convention Act, 1994 (MBCA)

Part 1, Section 5 of the Migratory Birds Regulations under the *Migratory Birds Convention Act, 1994* (MBCA) prohibits the disturbance or destruction of nests, eggs, or nest shelters of a migratory bird. The provincial *Fish and Wildlife Conservation Act, 1997* (FWCA) extends the protection of bird nests and eggs to species that are not listed under the Migratory Birds Regulations (e.g., Corvids).

For most migratory bird species, nest protections under the MBCA apply for the duration of time that a nest is occupied; however, protections extend beyond the period of occupation for several species that may be common locally, including Pileated Woodpecker, Green Heron, and Great Blue Heron, amongst others (see Schedule 1 under the Act for full list). For the species listed under Schedule 1, specific conditions must be met in order to damage/remove a nest, including providing notice to the Minister, and demonstrating that the nest has not been occupied by an applicable species for a time period specified under Schedule 1.

Based on our on-site assessment, there is no evidence of nesting on the subject property by any species listed under Schedule 1 to the MBCA. If any vegetation removals are determined to be required, restricting clearing of vegetation for any current or future proposed development to times outside of the period of April 1 to August 31 inclusive, will avoid destruction of other species’ nests and prevent contravention of Section 5 of the regulations. If vegetation removal must occur during this period, a nest survey should be conducted by a qualified avian biologist prior to commencement of construction activities to identify and locate active nests of migratory bird species covered by the MBCA or FWCA. If a nest is located or evidence of breeding noted, then a mitigation plan should be developed to address any potential impacts on migratory birds or their active nests. Mitigation may require establishing appropriate buffers around active nests or delaying construction activities until the conclusion of the nesting season.

6.3 Provincial Endangered Species Act (2007)

The ESA protects designated endangered and threatened species in Ontario from being killed, harmed, or harassed (s. 9) or having their habitat damaged or destroyed (s. 10). RiverStone did not observe any endangered or threatened species on the subject property, and species at risk were not included within the scope of this SER. Based on this assessment, and assuming full implementation of mitigation measures (where recommended), it is RiverStone’s opinion that no endangered or threatened species or their regulated habitat are expected to be negatively impacted by implementation of the proposed development. On this basis, there is no expectation that the proposed development will result in a contravention of the ESA. It is noted that this assessment does not represent ‘clearance’ with respect to ESA compliance. It remains a proponent’s continued and sole responsibility to ensure that a project does not result in a contravention to the ESA.

6.4 Provincial Policy Statement, 2020, pursuant to the Planning Act, R.S.O. 1990, c. P.13.

The Provincial Policy Statement (PPS) is promulgated under the *Planning Act* and provides direction to municipalities on matters of provincial interest related to land-use planning. The PPS was updated in 2020. Municipal OP’s must be consistent with the PPS. The PPS instructs (s. 2.1.1) that *natural features and areas shall be protected for the long term* and that (s. 2.1.2):

The diversity and connectivity of natural features in an area, and the long-term ecological function and biodiversity of natural heritage systems, should be maintained, restored or, where possible, improved, recognizing linkages between and among natural heritage features and areas, surface water features and ground water features.

The PPS prohibits development and site alteration within the following significant natural heritage features in Ecoregion 5E (s.2.1.4):

- Significant Wetlands
- Significant Coastal Wetlands

These features were not identified on or adjacent to the subject property.

The PPS also prohibits development and site alteration within the following natural heritage features in Ecoregion 5E (s. 2.1.5) *unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions:*

- Significant wildlife habitat;
- Significant Areas of Natural and Scientific Interest (ANSI)
- Non-Significant Coastal Wetlands

No ANSIs or coastal wetlands are located on or adjacent to the subject property and SWH is addressed in **Section 5.4.1**. Based on the assessment provided herein, it is RiverStone's opinion that development and site alteration would be permissible and consistent with policy 2.1.5. if the recommended mitigation measures are followed.

The PPS does not permit development and site alteration in fish habitat (s. 2.1.6) or the habitat of endangered and threatened species (s. 2.1.7) except in accordance with federal and provincial requirements, respectively. Habitat of endangered and threatened species was not included within the scope of this report. Fish habitat was identified on the subject property and has been addressed through avoidance or mitigation planning.

Finally, with respect to lands adjacent to significant natural heritage features, the PPS requires that (s. 2.1.8):

Development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 2.1.4, 2.1.5, and 2.1.6 unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.

In considering the aforementioned PPS policies, RiverStone has determined that the proposed development is consistent with the natural heritage provisions outlined in section 2.1 of the 2020 PPS.

6.5 Township of Seguin Official Plan (Consolidated July 1, 2015)

B.3.1 Recreational Water Quality

B.3.1.1.2 Over Threshold and Moderate or Low Sensitivity Lakes

- a) Where a lake is currently over threshold as a result of exceeding its background level plus 50% for total phosphorous and has a modeled status of being moderate or low sensitivity, new development may be permitted subject to the submission of a Site Evaluation Report and the highest

standards for development set out in this Plan shall apply including the requirement for increased lot frontages and areas and the use of a sewage system and soils to reduce or bind phosphorous and the monitoring of the system in accordance with the requirements of Appendix “B” to this Plan.

Interpretation: RiverStone submits this Site Evaluation Report in support of the proposed development, with recommendations for use of a sewage system and soils that will minimize phosphorous output. RiverStone also recommends appropriate maintenance and monitoring of the system to ensure proper functioning.

c) New development for the purposes of b) above shall include any development requiring a Planning Act application (excluding minor variance and site plan approval) within 300 metres of the high mark of the lake identified in Appendix I, but shall not include development on existing lots of record where the existing zoning would permit the development. Zoning By-law amendments that may be permitted within 300 metres of these lakes could include an amendment to permit shoreline structures or a change in zoning to permit less intensive uses that will reduce phosphorous loading to the lake. Proposed zoning amendments must be accompanied by the required supporting studies as identified both in this Plan, and through preconsultation.

Interpretation: Mirror Lake is identified in Appendix I and the proposed lots will be within 300 m of the high mark of this lake. However, the proposed development will not alter nutrient inputs to this lake and will drain into Little Lake Joseph. RiverStone considers the proposed development consistent with Township policies protecting over-threshold and high sensitivity lakes. This report is submitted to meet the supporting study requirement.

B.3.1.1.3 High Sensitivity Lakes

b) The implementation of the recommendations of the Site Evaluation Report including the monitoring of the sewage system performance, the maintenance or restoration of the shoreline buffer, and the monitoring of stormwater management measures shall occur using the various tools set out in this Plan, including a zoning by-law amendment, a Section 51(26) agreement, site plan agreement, or a development permit, and including the posting of the necessary securities as determined by Council.

c) Council shall not permit new development on any lake that is highly sensitive where the additional development would result in the lowering of water quality of the lake above its modeled total phosphorous background level, plus 50%.

Interpretation: RiverStone does not anticipate that the proposed development will result in the lowering of water quality within Mirror Lake or Little Lake Joseph. The recommendations above include monitoring of sewage system performance, maintenance of the shoreline buffer, and appropriate stormwater management measures that will prevent an increase in nutrient loading to local waterbodies. RiverStone considers the proposed development to follow Township policies.

B.12 Subdivision of Land

B.12.2 New Lots by Consent

B.12.2.1 General Criteria

Prior to issuing provisional consent for a new lot for any purpose Council shall be satisfied that the lot to be retained and the lot (or lots) to be severed:

j) will not have a negative impact on the quality of any lake or waterbody and is within the biological and recreational capacity as determined in accordance with the policies of this Plan;

l) will not have a negative impact on the features and functions of any natural heritage feature in the area;

Provisional consent may be granted subject to appropriate conditions of approval for the severed and/or retained lot in accordance with the *Planning Act*.

Interpretation: RiverStone has assessed the subject property for the presence of natural heritage features that may be negatively impacted by the proposed development and has provided recommendations for avoidance and mitigation to reduce/remove these impacts. The proposed development will not negatively impact the quality of Mirror Lake or Little Lake Joseph.

B.12.2.4 Waterfront Lots

New waterfront lots shall only be permitted where it is demonstrated to the satisfaction of Council that the abutting waterbody can sustain the impact associated with the additional lot(s) and shall not exceed the lower, or more precautionary, of the recreational or biological capacity of the waterbody.

In addition to the Shoreline Development policies of this Plan when considering applications for lot creation Council shall require that:

- a) There is sufficient frontage on each lot to ensure that there is an appropriate waterfront amenity area outside of sensitive fish habitat, steep slopes, or other environmentally sensitive areas;
- b) The physical characteristics of the land enable the development in accordance with the policies of this Plan and the regulations of the Zoning By-law without alteration to the natural landscape through filling or blasting.

Interpretation: **Figure 2** of RiverStone's report identifies environmentally sensitive areas and appropriate setbacks and buffers to avoid alteration to these natural features. The recommendations in the above report are sufficient to direct development to appropriate locations within the proposed lots.

- d) A sewage system in accordance with the policies of this Plan can be accommodated on site, with all components of the system being located a minimum of 20 metres from the high water or defined flood elevation and each lot is generally a minimum lot size of 1 hectare or as approved in accordance with Section E.5.2 and E.5.3 of this Plan.
- e) The water setback shall be a minimum of 20 metres for all principal buildings and the Zoning By-law will establish specific standards regarding accessory buildings and structures.
- f) The lot shall maintain all significant soil, vegetation and tree cover as part of its development.
- g) Appropriate access to the Lake can be obtained.

Interpretation: The proposed lots contain sufficient area outside of buffers and setbacks to allow development to be located as required by this Plan. The 20 m development setback from the high water or defined flood elevation is achievable for each lot. Additionally, recommended clearing restrictions will maintain vegetative cover over most of the lots. Appropriate access to Little Lake Joseph can be achieved for each proposed lot in a way that avoids negative impacts to Type 1 fish habitat and steep slopes.

C.3 Lake System

The Township's lakes, including Georgian Bay, represent its single most dominant landscape feature and land use form. This Plan is based on the understanding that the management of the Township's lakes must occur through the partnership of a number of stakeholders including the Township, the Provincial Ministries of Natural Resources and Environment, Lake Associations, and lakefront

landowners. The intent of this Plan is to ensure that development on the Township's lakes achieves the protection of lake quality for both human and non-human use, protects the unique waterfront experience of each lake, and preserves the visual and aesthetic qualities of shoreline living in the Township of Seguin.

The Lake System in the Township of Seguin is contained within the Shoreline Area designation.

It is the intent of this Plan to maintain and enhance the Lake System wherever possible. On this basis, development will be carefully regulated within the Lake System in the Township of Seguin.

The policies of the Shoreline Area designation are contained in this Section of the Plan.

It is the intent of this Plan to:

- a) Ensure that there is no reduction in lake water quality as the result of human activity during the life of this Plan;
- b) Ensure development does not exceed the capacity of the lake;
- c) Ensure that only land uses that maintain, improve or restore the water quality of the Lake System are permitted;

Interpretation: The recommendations in the above report are sufficient to prevent a reduction in water quality, maintain current water quality, and ensure that development does not exceed the capacity of the lakes.

- f) Ensure that all development is appropriately setback from the shoreline and from fish habitat;
- g) Encourage the development of a "green" waterfront within the Township;
- g) Implement the 'Environment-First' objectives of this Plan; and,
- i) Ensure that the natural shoreline landscape dominates over human-made features.

Interpretation: RiverStone has included recommendations to maintain a naturally vegetated shoreline buffer and setback, which will maintain a "green" waterfront and ensure a natural shoreline. Recommendations are also included above to direct development away from sensitive fish habitat.

C.3.1 Shoreline Area

C.3.1.3.1 Residential Development Policies

- b) New residential development shall consist primarily of single detached dwellings on separate lots. New lots shall have at least 90 metres of shoreline frontage and a lot area of 1.0 hectare or as approved in accordance with Section E.5.2 and E.5.3 of the Plan. Larger lots may be required in areas where environmental or physical constraints exist on the lands and on narrow channels (less than 120 metres (400 ft.)) or small water bodies, or in deer wintering areas or sensitive fish habitat. All development on islands shall have a frontage of 120 metres and an area of 1.2 hectares. Special lot standards for specific lakes are provided in Appendix I to this Plan.
- c) All new residential development, when recommended by a Site Evaluation Report, shall utilize sewage disposal systems that incorporate tertiary treatment that will reduce or prevent the migration of phosphorous and nitrogen into the adjacent waterbody.

Interpretation: The proposed lots meet the frontage and area requirements of the Township and the recommendations above direct development away from sensitive fish habitat.

Recommendations for septic system design and maintenance are sufficient to prevent a reduction of water quality in Mirror Lake and Little Lake Joseph.

C.3.1.3.3 Limits of Shoreline Development

It is the intent of this Plan that new development in the *Shoreline Area* be directed to lands that are physically suitable for development in their natural state in an effort to maintain the area's unique character. Creating lands that are suitable for development by blasting or filling the natural landscape or dredging the lake bottom shall not be permitted.

New residential development in the *Shoreline Area* designation shall be limited to small-scale subdivisions, condominium or minor infilling by consent to sever. Any Amendment to this Plan that has the effect of permitting additional residential development adjacent to the *Shoreline Area* designation will only be considered on the basis of a complete review of the extent and limits of the existing *Shoreline Area* designation for the entire lake. The review shall also determine the extent to which development within existing designated and would consume available development capacity on the lake.

Applications for new lot creation within the *Shoreline Area* designation will be evaluated and based on submission of a Site Evaluation Report which shall provide the following information:

- a) Sufficient information about the nature of the lands, the development proposal, and the sites context in the lake system;
- b) Site specific information such as a description of the lands, location, slope and soil characteristics, vegetation, drainage, erosion and flooding characteristics;
- c) Description of the regional context of the site, detailing the surround land use and environment;
- d) Environmentally sensitive areas shall be identified and analyzed, including wetlands, significant fish habitat, and wildlife habitat;
- e) Potential impacts of the development should be identified including lake water quality impacts, storm water quality and quantity impacts, erosion, vegetation, habitat, shoreline and visual/aesthetic impacts;
- f) The Site Evaluation Report shall assess the constraints to development and address how the constraints can be managed or mitigated effectively through the utilization of appropriate development control techniques including site plan control;
- g) The report shall also address the appropriateness of the proposed development and its ability to satisfy the principles and goals of this Plan and shall be prepared in accordance with the policies of this Plan and specifically Sections B.3 and B.14 of this Plan; and,
- h) The Township may develop and approve guidelines or "Terms of Reference" for the preparation of Site Evaluation Reports and all reports shall be prepared in accordance with the approved guidelines/terms of reference.

Interpretation: RiverStone submits this Site Evaluation Report in compliance with Section C.3.1.3.3 and includes the required information.

C.3.1.3.6 Preservation of Vegetation

New development in the shoreline shall be sensitive to the preservation of tree cover and vegetation wherever possible so as to prevent erosion, siltation and possible nutrient migration and help maintain wildlife habitat. Development shall be set back a minimum of 20 metres from the high water level. A greater setback may be required where necessary to address water quality, wetland, fish habitat or similar issues.

Site alteration and disturbance of vegetation within the 20 metre setback shall be limited to minor alterations to accommodate access trails, docks, water pumping equipment or restoration work. Performance standards respecting the protection of the vegetative buffer and the amount and type of development permitted to encroach within the buffer shall be set out in the Implementing Zoning By-law through Site Plan Control.

As a condition of development or redevelopment, revegetation of shorelines with local native species shall be required. In these instances, undisturbed shorelines shall be used as an example of how to appropriately revegetate a disturbed shoreline.

Interpretation: The recommendations included above will maintain the required development setback and preserve natural vegetation within this setback.

C.3.1.3.12 Protecting the Character of Shoreline Areas

The character of the shorelines in Seguin Township includes exposed bedrock, coniferous and deciduous vegetation and a landscape where the natural environment predominates over human built buildings, structures or alterations to the landscape.

Buildings in the shoreline designation shall be sited to limit the removal of vegetation and to preserve significant landscape features in the Shoreline Areas such as peninsulas, islands, steep slopes, cliffs and narrow waterbodies.

Development and redevelopment proposals shall be designed and sited so that buildings are incorporated into the existing landscape and buffered from the waterbody.

Development that does not protect the character of shoreline areas shall not be permitted.

In consideration new applications for shoreline lot creation the Township may require site specific zoning to: restrict uses; the number and location of buildings and structures; and, the development of shoreline structures to ensure that future development on the severed and retained lots conforms to the goals, objectives and policies of the Plan.

The following applies to development in the shoreline designation:

- a) Natural features shall dominate the shoreline, with the Township generally requiring that up to 90 percent of the front 20 metres of a lot be maintained in a natural vegetative state.
- b) Vegetation buffers and landscaping are a major contributor to a quality lakefront. A high quality of natural area preservation and landscape design will be required to enhance the visual aesthetics of development and to enhance the site and waterfront compatibility.
- e) Landscaping can play an important role in delineating a site's side yards and often provides a visual break. Existing natural areas between uses should be preserved wherever possible.
- f) Significant treed areas on a development site shall generally be preserved, maintained and integrated into the new landscape design.

Interpretation: The recommendations included above will maintain the required development setback and preserve natural vegetation within this setback.

C.3.1.3.13 Waterfront Site Design

c) The design of sites adjacent to parks, woodlots and watercourses shall be sensitive to natural areas. In these instances, buildings should be sited with the greatest possible setbacks from sensitive natural areas while on-site landscaping should be well integrated with natural areas.

e) Site design shall generally not permit the alteration of the existing topography through filling, soil removal, or blasting, except where such activity minimizes visual impact. Development on steep slopes shall be subject to strict control and Site Plan Approval.

Interpretation: The recommendations above include a development setback from watercourses identified on the subject property. This setback shall be maintained as a vegetated buffer and will protect these natural areas. Development on steep slopes is also discussed within this report, and mitigation measures are provided in response to potential negative impacts.

D.4 Natural Heritage Features

D.4.3 Wetlands

The Township of Seguin contains numerous wetlands. In general, the wetlands are located within the Environmental Protection designation on Schedule “A” to the Official Plan. Wetlands are also identified on Schedule “C” to the Official Plan. It is the policy of this Plan to protect wetlands and limit development in proximity to these natural heritage features.

Interpretation: The recommendations above include a development setback and vegetated buffer intended to limit development adjacent to the wetland identified on the subject property.

D.4.5 Significant Wildlife Habitat

Significant Wildlife Habitat is important because of the species it supports. It is the policy of this Plan to protect significant wildlife habitat. New development or site alteration in or adjacent to significant wildlife habitat shall not be permitted unless it has been demonstrated through an EIS that the development will not result in negative impacts on the natural features or their ecological functions.

Interpretation: The recommendation above regarding SWH rock barren habitat is intended to mitigate negative impacts to this feature.

D.4.8 Fish Habitat

Fish habitat should be protected from incompatible development.

Development of boathouses shall require the preparation of an EIS to identify appropriate locations for development. The EIS shall identify mitigation strategies to limit impacts on fish habitat. Replacement of existing structures shall not require the preparation of an EIS.

Interpretation: The recommendations above direct shoreline development away from sensitive fish habitat. RiverStone has provided mitigation measures for dock structures.

D.4.9 Adjacent Lands

Adjacent lands are the lands relevant to which impacts of a development must be considered. The affect of a development proposal on features must be considered when the proposed development is within:

- 50 metres of the boundary of other wetlands;
- 30 metres of any watercourse;

- 120 metres from the boundary of a fish habitat area;

Interpretation: RiverStone considers adjacent lands to be all lands within 120 m of the property boundary. This is consistent with the Township’s classification of Adjacent Lands.

This report has been submitted to address the various applicable natural heritage protection policies of the Township’s OP. While not considered comprehensive/exhaustive, the list of policies above and associated interpretation is provided to support the approval authority in their review of the application for development.

7 **CONCLUSIONS**

This Site Evaluation Report provides characterization of the natural environment occurring within and adjacent to the subject property and provides the details of the development plan. Potential negative impacts were assessed with recommendations for preventive, avoidance, and mitigation measures where appropriate.

Based upon the findings presented in this report, RiverStone has determined that the proposed application is consistent with the applicable policies and legislation, provided that the recommendations contained in **Section 5** are implemented in full. We advise that the recommendations in this report be incorporated into the development agreements for the subject property.

8 **REFERENCES**

- Government of Ontario.** 2010. Lakeshore Capacity Assessment Handbook: Protecting Water Quality in Inland Lakes on Ontario's Precambrian Shield, May 2010. Queen's Printer for Ontario. 106 pp.
- OMNR.** 2010. Natural heritage reference manual for natural heritage policies of the provincial policy statement, 2005. Second Edition. Toronto: Queen's Printer for Ontario. 248 pp.
- OMNR.** 2015. Significant Wildlife Habitat Criteria Schedules for Ecoregion 5E. Government of Ontario.



Legend

Ontario Base Mapping (OBM)

- Roads
- 5 m Contours

Planning Boundaries

- Subject Property

Features with Natural Heritage Value - Identified by the Province

Fish Habitat (MNR)

- Type 1
- Type 2

Orthorectified aerial photo - spring 2018

Scale	RS Project No.	Date Last Updated	By
1:10,000	2023-082	Jul 24, 2023	JG

0 150 300 Metres

RIVERSTONE ENVIRONMENTAL SOLUTIONS INC.

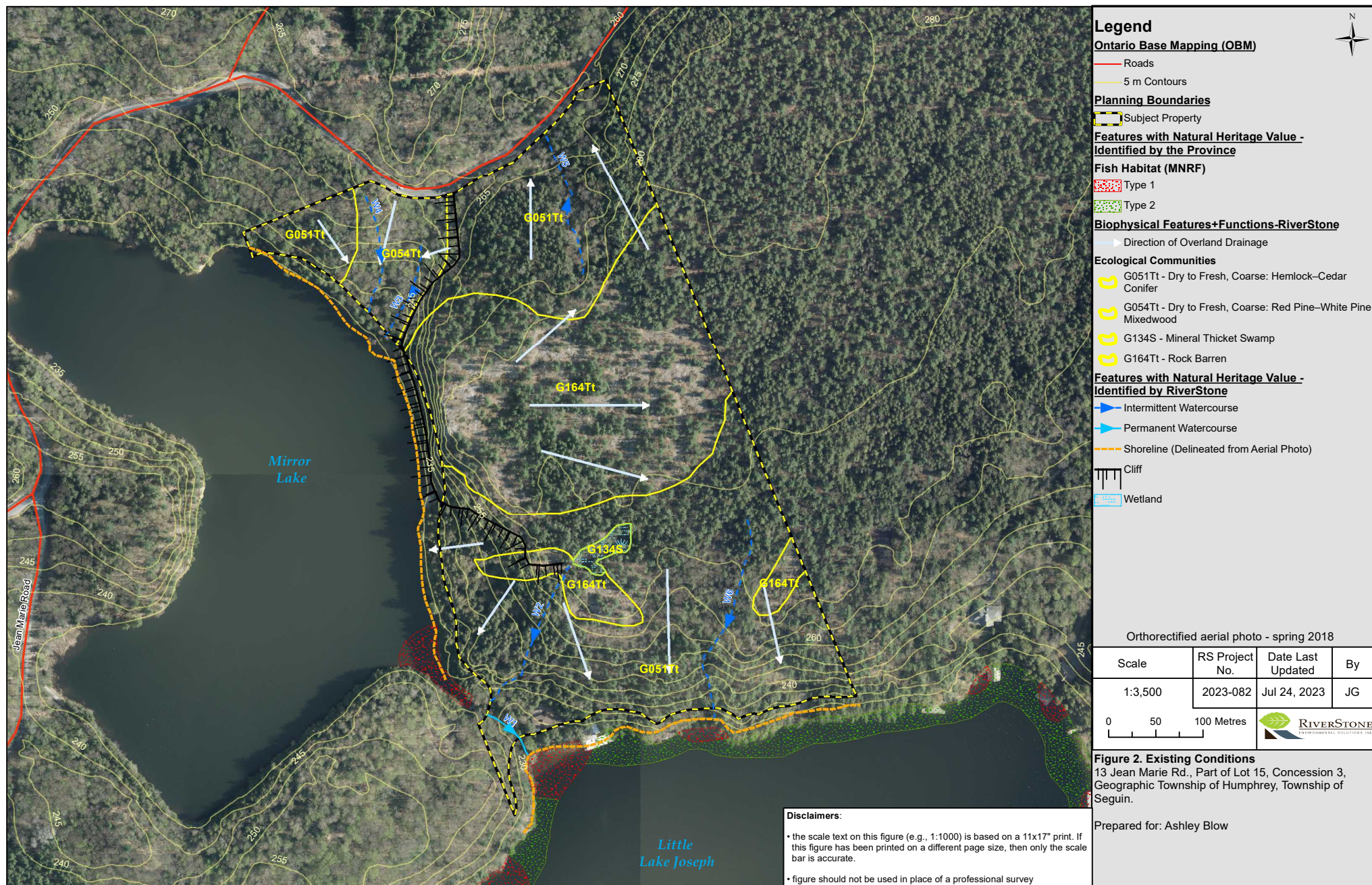
Figure 1. Location Of Subject Property
13 Jean Marie Rd., Part of Lot 15, Concession 3, Geographic Township of Humphrey, Township of Seguin.

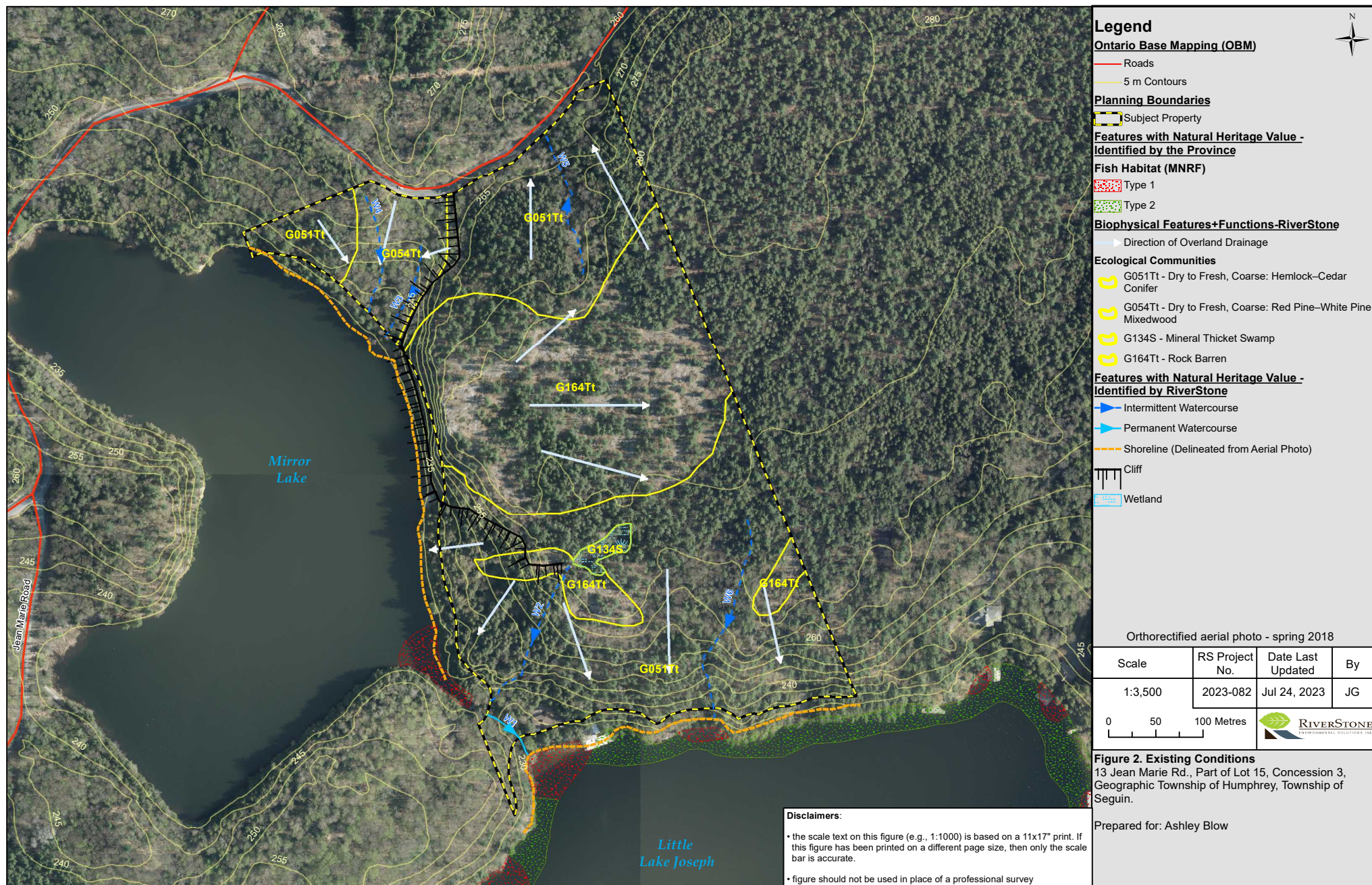
Prepared for: Ashley Blow

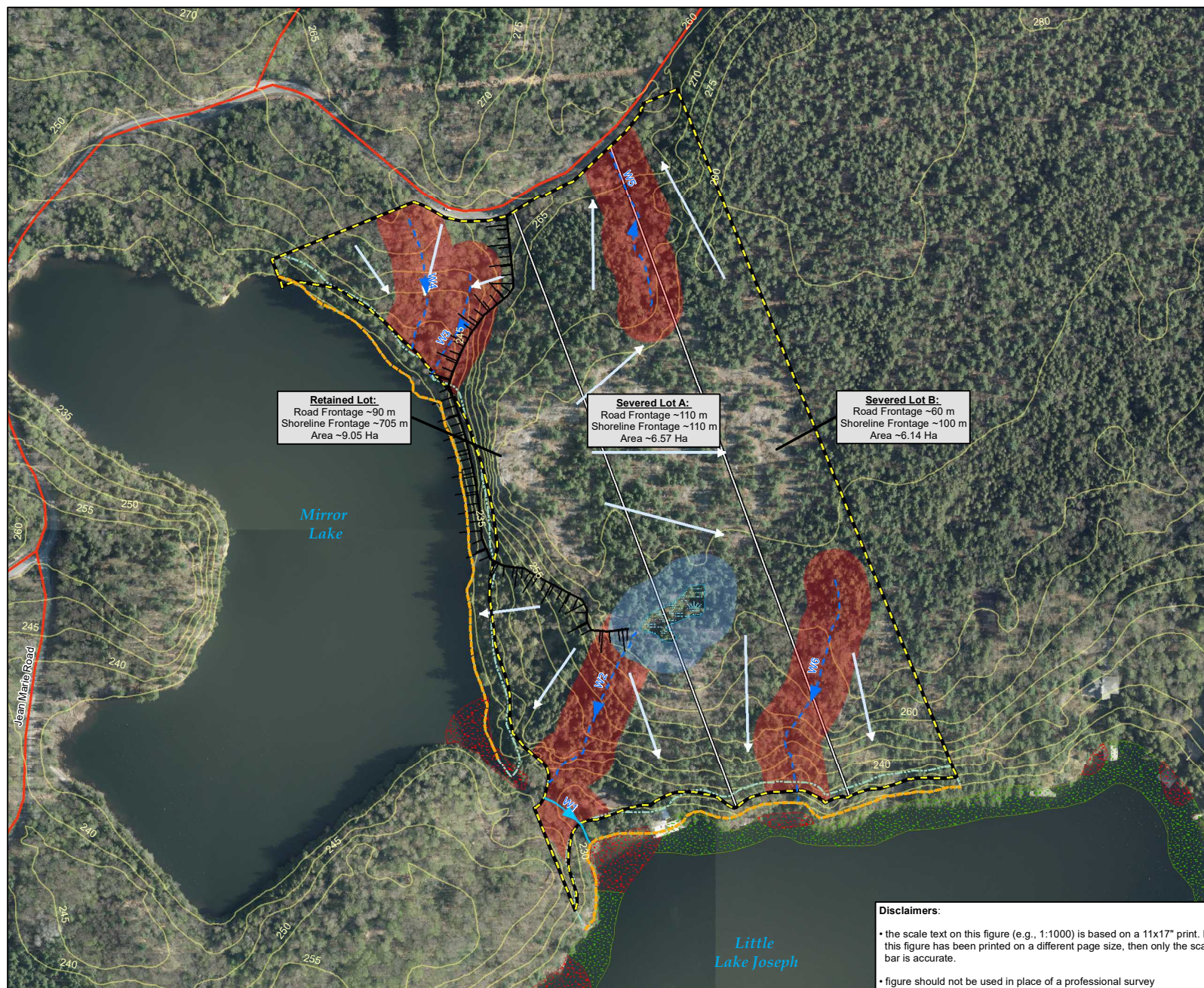
Inset: General Location Of Subject Property

Disclaimers:

- the scale text on this figure (e.g., 1:1000) is based on a 11x17" print. If this figure has been printed on a different page size, then only the scale bar is accurate.
- figure should not be used in place of a professional survey







Appendix 1. Select Photos from Site Visit





Photo 1. Mirror Lake frontage on the subject property (July 10, 2023).



Photo 2. Little Lake Joseph frontage on the subject property (July 10, 2023).



Photo 3. G134S Mineral Thicket Swamp on the subject property (July 10, 2023).



Photo 4. G051Tt Dry to Fresh, Coarse: Hemlock – Cedar Conifer on the subject property (July 10, 2023).



Photo 5. G164Tt Rock Barren on the subject property (July 10, 2023).

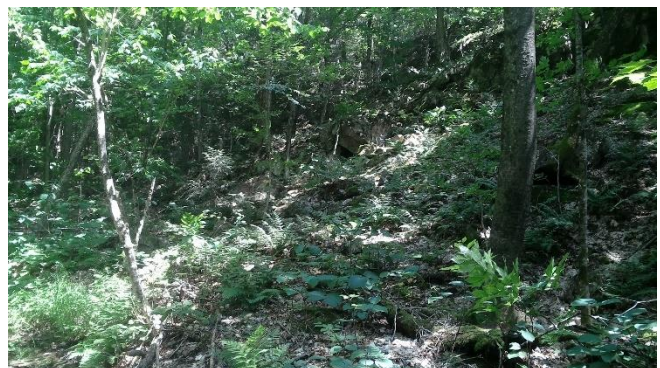


Photo 6. G054Tt Dry to Fresh, Coarse: Red Pine – White Pine Mixedwood (July 10, 2023).

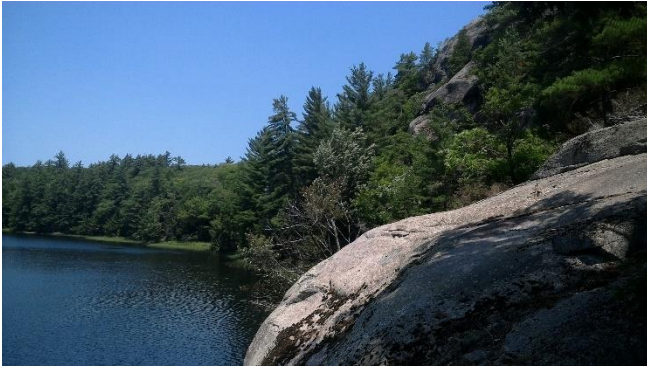


Photo 7. Cliff frontage on Mirror Lake, on the subject property (July 10, 2023).



Photo 8. Cliff and steep slopes on the subject property (July 10, 2023).



Photo 9. Fish habitat within Little Lake Joseph on the subject property (July 10, 2023).

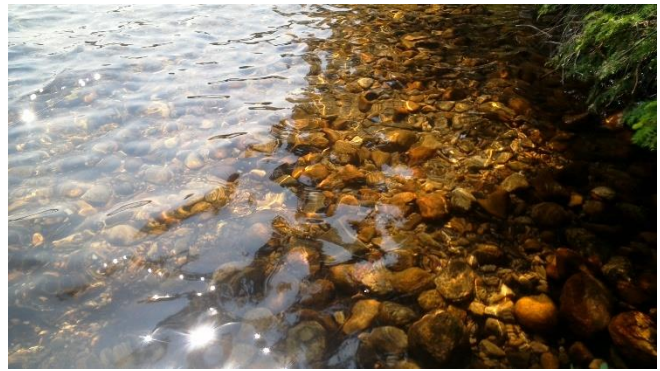


Photo 10. Fish habitat within Little Lake Joseph on the subject property (July 10, 2023).



Photo 11. Fish habitat within Mirror Lake on the subject property (July 10, 2023).



Photo 12. Fish habitat within Mirror Lake on the subject property (July 10, 2023).



Photo 13. Watercourse 1 on the subject property (July 10, 2023).



Photo 14. Watercourse 2 on the subject property. The watercourse flows under the existing driveway into Watercourse 1 (July 10, 2023).



Photo 15. Watercourse 3 on the subject property (July 10, 2023).



Photo 16. Watercourse 4 on the subject property (July 10, 2023).



Photo 17. Watercourse 5 on the subject property (July 10, 2023).



Photo 18. Watercourse 6 on the subject property (July 10, 2023).

Prepared for: Mayor and Members of Council

Subject: Road Occupancy Permit By-law

From: Tom MacLeod, C.E.T., Director of Public Works

Agenda Date: August 4, 2026

Report No: RD-2026-004

Executive Summary:

Staff recommend that Council approve the proposed Road Occupancy Permit (ROP) By-law, replacing the Township's outdated 2009 entrance permit framework with a more comprehensive and enforceable system.

The new by-law modernizes how activities within road allowances and municipal property are regulated, improves enforcement, clarifies restoration requirements, and enhances coordination among staff, residents, and applicants.

No public comments were received during consultation, and there are no unplanned financial impacts, as costs are included in the 2026 budget.

Prepared for: Mayor and Members of Council

Subject: Road Occupancy Permit By-law

From: Tom MacLeod, C.E.T., Director of Public Works

Agenda Date: August 4, 2026

Report No: RD-2026-004

Recommendation:

Staff recommend that council approves the Road Occupancy Permit (ROP) By-law.

Background & Analysis:

The proposed Road Occupancy Permit (ROP) By-law was presented in Draft form on May 19th, 2026, for council and community input. There were no comments received. The proposed by-law is intended to replace the Township's current entrance permit-focused framework under By-law No. 2009-042 with a more comprehensive, modern, and enforceable regulatory tool governing works and activities within Township road allowances and on municipal property.

Financial Impacts:

There are no unplanned financial impacts associated with this report, legal review of the ROP By-law is accounted for in the 2026 operating budget.

Options/Alternatives:

Council can vote not to adopt this by-law.

Strategic Plan Alignment:

Grow: Expand infrastructure and services to meet emerging needs

Conclusion:

Staff recommend approval of the Road Occupancy Permit By-law. This by-law modernizes and expands the Township's current framework by regulating a broader range of activities within Township road allowances, strengthening enforcement, clarifying restoration requirements, and improving coordination between departments, residents, and applicants. It also updates permit fees and security deposits to better reflect staff time and protect Township interests. Staff recommend proceeding with the new by-law and repealing By-law No. 2009-042 upon adoption.

Prepared by:

Tom MacLeod, Director of Public Works**Reviewed by:**

Jason Inwood, Chief Administrative Officer

Appendix 'A' - RD-2026-002 - Road Occupancy Permit - Draft



**Seguin Township
Staff Report to Council**

Prepared for: Mayor and Members of Council

Subject: DRAFT – Road Occupancy Permit

From: Tom MacLeod, C.E.T., Director of Public Works

Agenda Date: May 19, 2026

Report No: RD-2026-002

Executive Summary:

Council is asked to receive Report RD-2026-002 and approve advancing the draft Road Occupancy Permit (ROP) By-law to final circulation and review.

If adopted, the new by-law would replace and repeal By-law No. 2009-042, which is limited to entranceway construction and no longer reflects current operational needs.

The proposed ROP By-law establishes a modern, comprehensive framework to regulate works and activities within Township road allowances and municipal property, improving clarity, coordination, enforcement, and restoration standards across a wider range of activities.

Council is also requested to authorize staff to finalize the by-law in substantially the same form, including minor administrative, legal, or formatting updates prior to enactment. Legal review costs are accounted for and funded within the approved 2026 operating budget, with no additional financial impact anticipated.

Prepared for: Mayor and Members of Council

Subject: DRAFT – Road Occupancy Permit

From: Tom MacLeod, C.E.T., Director of Public Works

Agenda Date: May 19, 2026

Report No: RD-2026-002

Recommendation:

That Council receive Report RD-2026-002 outlining the draft Road Occupancy Permit By-law: and

That Council approve advancing the draft by-law to the final circulation and review stage: and

That Council direct staff to bring forward a recommendation to council at the regularly scheduled Council meeting on June 15th.

Background & Analysis:

The purpose of this report is to advise Council that staff are nearing completion of the Township's updated Road Occupancy Permit (ROP) By-law, which is now at the Council circulation stage. The proposed by-law is intended to replace the Township's current entrance permit-focused framework under By-law No. 2009-042 with a more comprehensive, modern, and enforceable regulatory tool governing works and activities within Township road allowances and on municipal property.

The new by-law has been prepared to better reflect current operational realities, improve internal coordination, strengthen enforcement, clarify applicant obligations, and establish a more consistent permitting and restoration framework for a broad range of activities occurring within the municipal right-of-way.

The Township's existing By-law No. 2009-042 regulates the construction or alteration of entranceways or access to Township roads or property. While that by-law has served a purpose, it is now limited in scope and no longer adequately reflects the range of activities staff are required to manage within Township road allowances.

Over time, staff have encountered increasing complexity in relation to:

- private and commercial entrance installations and alterations;
- utility installations, relocations, and repairs;
- temporary road occupancy;
- obstruction of municipal property;
- stockpiling or placement of materials within the road allowance;
- excavation, grading, and other construction-related activities;
- restoration obligations following permitted work; and
- coordination between Public Works, By-law Enforcement, utilities, contractors, and residents.

The existing by-law does not provide the Township with a sufficiently modern framework to regulate these activities consistently or enforce requirements effectively when issues arise. Staff have therefore prepared a new draft Road Occupancy Permit By-law that is broader in scope, clearer in application, and more supportive of current municipal operations.

The draft is now at the point where Council circulation is appropriate, with the intent of moving toward final adoption following any comments arising from Council's review.

Financial Impacts:

There are no unplanned financial impacts associated with this report, legal review of the ROP By-Law is accounted for in the 2026 operating budget.

Options/Alternatives:

Council may provide direction on specific revisions or additional matters to be addressed before the by-law is brought forward for adoption.

This option remains available if Council wishes to refine any provisions, conditions, or implementation measures.

Strategic Plan Alignment:

Grow: Expand Infrastructure and services to meet emerging needs

Conclusion:

Staff are nearing completion of the new Road Occupancy Permit By-law and are presenting it to Council for Council review and comment. The proposed by-law modernizes and expands the Township's current framework by regulating a broader range of activities within Township road allowances, strengthening enforcement, clarifying restoration requirements, and improving coordination between departments, residents, and applicants. It also updates permit fees and security deposits to better reflect staff time and protect Township interests. Staff recommend Council review and provide any comments before staff present the new by-law and recommend repealing By-law No. 2009-042.

Prepared by:

Tom MacLeod, Director of Public Works

Reviewed by:

Jason Inwood, Chief Administrative Officer

THE CORPORATION OF THE TOWNSHIP OF SEGUIN

BY-LAW NO. 2026-074

BEING A BY-LAW TO REGULATE ENTRANCES AND ROAD OCCUPANCY

WHEREAS pursuant of the Municipal Act, 2001, SO. 2001, C.25, section 11(3), a Municipality may pass by-laws respecting matters within their jurisdiction which includes highways, including opened and unopened road allowances and rights of way under the jurisdiction of the Township of Seguin and to permit temporary encroachment thereupon.

AND WHEREAS this By-law establishes authority deems it expedient to regulate the use of municipally maintained public highways (i.e. opened and assumed), and to establish a permit system to allow construction or occupation within and all along such maintained public highways in accordance with municipal policy.

NOW THEREFORE the Council of the Corporation of the Township of Seguin hereby enacts the following:

1. INTERPRETATION:

- 1.1. Short Title: This By-law may be cited as the “Entrance and Road Occupancy By-law”
- 1.2. Severability: If any provision or part of a provision of this By-law is declared by any court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part, the balance of this By-law shall not be affected and shall continue to be in full force and effect.
- 1.3. Township not Subject to By-law: This By-law does not apply to any work, undertaking or activity by or on behalf of the Township unless otherwise noted.
- 1.4. Interpretation: In the event of any conflict, ambiguity, or inconsistency in the interpretation or application of this By-law, the Director shall determine the applicable requirement in a manner consistent its purpose and intent.

DEFINITIONS

- 1.5. “Authorized Agent” means a person(s) and/or party authorized in writing by a Permit Holder to undertake work on behalf of the Permit Holder.
- 1.6. “Boulevard” means that portion of the public highway lying between the edge of the Roadway and the abutting property.
- 1.7. “Director” means the Director of Public Works of the Township of Seguin.
- 1.8. “Emergency Work” work necessary to protect life, property, or restore essential services. Outlined in greater detail in section 5.8.
- 1.9. “Entrance” means an area of ingress and egress located on municipally owned land, the purpose of which is to provide a means of access to/from land abutting a public highway under the jurisdiction of the Township.
 - a) “Commercial Entrance” means an entrance that provides access to land whereupon:
 - i. a legally permitted commercial or institutional use is permitted or exists.
 - b) “Residential Entrance” means an entrance that provides access to land whereupon:
 - i. a legally permitted residential use is permitted or exists, or
 - ii. a legally permitted agricultural, farm or recreational use is permitted or exists.
- 1.10. “Entrance Permit” means a permit issued under this By-law authorizing the construction of an Entrance.
- 1.11. “Municipal Consent (MC)” means an approval issued by the Township authorizing a utility provider to install, remove and/or maintain infrastructure within the public highway.
- 1.12. “Officer” means a Municipal Law Enforcement Officer, a Police Officer or any other person designated by Council as responsible for the administration of this By-law from time to time.
- 1.13. “Owner” means the owner of land abutting a public highway for which an Entrance Permit is sought and includes the owner of a dominant tenement of a right

of way abutting a public highway.

- 1.14. “Permit” means an Entrance Permit, a Road Occupancy Permit or a Municipal Consent issued under the this by-law.
- 1.15. “Permit Holder” means the person who has obtained a Permit under this By-law.
- 1.16. “Public Highway” means a public highway as defined in the *Municipal Act*, 2001 that is under the jurisdiction of and maintained by the Township.
- 1.17. “Utility” means and includes systems providing, distributing and/or collecting:
- a) natural or artificial gas,
 - b) electricity,
 - c) telecommunications,
 - d) drinking water,
 - e) wastewater, including storm water drainage.
- 1.18. “Utility Provider” means the owner or operator of the Utility.
- 1.19. “Road Occupancy Permit (ROP)” means a permit issued under this By-law for temporary occupation of a public highway for the purposes of construction, maintenance, staging, traffic control or temporary closure.
- 1.20. “Roadway” the portion of the public highway that is improved, designed or used for vehicular travel and includes any shoulder.
- 1.21. “Stop Work Order” a formal directive issued under section 2.2 of this By-law.
- 1.22. “Township” The Corporation of the Township of Seguin.
- 1.23. “Vehicle” an automobile, a boat, a commercial motor vehicle, a trailer, a farm implement, a motorcycle, a snowmobile, a personal watercraft, a truck or a tourist vehicle, or any other similar vehicle, vessel or heavy equipment that is capable of mechanical operation.
- 1.24. “Works” all proposed activities and construction which are the subject of a Road Occupancy Permit, Municipal Consents, and Entrance Permits.

2. AUTHORITY & ENFORCEMENT

- 2.1. The Director (or their designate) or a Municipal Law Enforcement Officer is authorized to enforce this by-law. The Director (or their designate) is authorized without limitation to issue a Road Occupancy Permit, Municipal Consent or Entrance Permit and to apply conditions to such permit in accordance with this by-law.
- 2.2. The Director (or their designate) or a Municipal Law Enforcement Officer is authorized to issue a Stop Work Order requiring the cessation of any work occurring on a Public Highway where a Road Occupancy Permit or Entrance Permit has not been obtained, or where the conditions of a Permit or the requirements of this By-law are being contravened.
- 2.3. The Director (or their designate) may revoke a Permit if the Permit Holder or its agent(s) fail to comply with this By-law, the conditions of the permit or a Stop Work Order.
- 2.4. No person shall fail to comply with a Stop Work Order.
- 2.5. No person shall hinder, obstruct or attempt to hinder or obstruct an officer.

3. GENERAL REQUIREMENTS

- 3.1. Insurance: Before beginning the Works, the Contractor shall provide the Township with a Certificate of Insurance, in a form acceptable to the Township, confirming general liability coverage of not less than \$2,000,000.00. Some projects may require general liability coverage of not less than \$5,000,000.00 The Township shall be named as an additional insured, and the policy must indemnify the Township against any loss, claims, or damages arising in connection with the Works. No Owner or Contractor shall commence the Works without meeting this requirement.
- 3.2. Notification of Work: The Permit Holder or its Contractor is to provide notice of its intention to commence construction to the Township not less than five (5) business days prior to the proposed start date.
- 3.3. Compliance with Legislation and By-laws: Owners and Contractors shall comply with the Public Transportation and Highway Improvement Act, the Occupational Health and Safety Act, and all other applicable provincial statutes, regulations, and municipal by-laws at all times.

- 3.4. Compliance with Permit Conditions: No Owner or Contractor shall fail to comply with any terms or conditions specified in a Permit.
- 3.5. Permit On-Site and Available for Inspection: No Owner or Contractor shall fail to keep proof of a Permit available for viewing by the Township or fail to provide it upon request by the Director, their designate or any authorized enforcement official.
- 3.6. Completion of Restorations: The Permit Holder shall complete all restorations in accordance with section 8 of this by-law and any conditions imposed in or upon a Permit within two (2) business days of completing the authorize undertaking. The Permit Hold (or its Contractor) shall notify the Township in writing that restorations are complete within 72 hours of final work.
- 3.7. Excess Restoration Costs: If restorations are not completed to the satisfaction of the Township in accordance with the requirements of this By-law and/or any Permit issued hereunder, and the cost to repair or restore the public highway exceeds the amount held on deposit or posted as security, the Permit Holder shall be responsible for the excess. The excess amount shall constitute a debt owed to the Township, which the Township may recover through legal action or by adding the amount to the tax roll of any lands owned by the Permit Holder and collecting it in the same manner as municipal taxes.

4. REQUIREMENT FOR ROAD OCCUPANCY PERMIT

- 4.1. Prohibited Activities: No person shall engage in or allow any of the following activities in, within or upon a public highway unless expressly authorized by a Road Occupancy Permit issued hereunder or unless expressly exempted therefrom:
- a) Any activity that interferes with the safe use, intended purpose, or function of the public highway;
 - b) Fully or partially close the public highway for access (temporary closures);
 - c) Block or impede vehicular or pedestrian traffic on the public highway;
 - d) Cause or permit any temporary or permanent encroachment onto, obstruction of, or damage to the public highway;
 - e) Place and/or store equipment or materials of any kind;
 - f) Remove, damage, deface, or interfere with municipal infrastructure, including but not limited to: culverts, posts, surveyor's markers, benchmarks, traffic signs, shelters, roadway name signs, sign boards, regulatory signs, traffic signals, traffic cones, or any other traffic control device;
 - g) Remove, alter, or tamper with any material, equipment, or device installed by the Township;

- h) Modify, move, remove any municipal or private features, structures, or facilities;
- i) Place or install any sign, marker, post, rod, or other object ;
- j) Install or maintain newspaper boxes, clothing donation bins, vending boxes, or similar dispensing or collection devices;
- k) Engage in construction activities of any kind including but not limited to road building/ removals/ modifications, earthworks, grading, ditching, paving, dewatering, blasting, painting, and the install of drainage devices;
- l) Obstruct, alter or fill any drain, gutter, watercourse, ditch or culvert;
- m) Install stonework, landscaping features, or plant trees or shrubs;
- n) Pile, store, or place materials — including but not limited to snow, ice, leaves, garbage, or debris;
- o) Engage in maintenance activities of any kind including but not limited to ditching, brushing, sweeping, and tree clearing.
- p) Allow any private tree, shrub, hedge, or other vegetation to encroach in a manner that interferes with, impedes, or endangers public use;
- q) Discharge sump pump outlets directly into a road or roadside ditch unless compliant with Township Engineering Standards & approval.
- r) Allow materials of any kind to move from private property onto or across a public highway, whether intentionally or by natural causes.

4.2. Permit Application: A person wishing to obtain a Road Occupancy Permit shall submit an application in accordance with Schedules ‘A’, ‘B’, ‘C’ and ‘D’ and accompanied by payment for the applicable fee set out in Schedule “E”. A Road Occupancy Permit shall only be issued if such application and the activities requested to be authorized therein comply with the applicable provisions of this by-law. When considering a Road Occupancy Permit application, the Township shall consider the following guiding principles:

- a) Protection of the public through the orderly control of the public’s use of the public highway;
- b) Protection of the public investment in public highways.
- c) Minimizing Township expenditures on the repair and maintenance of its public highways and entrances thereto.

4.3. All Road Occupancy Permits issued hereunder are subject to the provisions of section 5, the Permit conditions set out in Schedule “D” and any special conditions specified in the Permit.

5. ROAD OCCUPANCY – CONDITIONS AND EXCEPTIONS

5.1. Access to Properties: Access to all properties must be maintained throughout the construction of the approved Works. However, where maintaining access is not possible, a Permit Holder or its agent shall make an application (in the form set out in Schedule C) for approval of a Temporary Road Closure. Such application shall be accompanied by a Temporary Closure Plan consisting of the following:

- a) Who will be affected by the closure, who will be notified of the closure and a copy of the notifications that will be provided nearby residents. Notification should include a description of work and the details included in 5.1.b).
- b) Sketch including:
 - Location of the closure
 - Date and time of closure
 - Length of closure
 - Details of detour route/routes
- c) Maintenance of the access for the duration of the work/ closure

The Permit Holder (or their agent) shall not close the Roadway unless and until an approval (in written format via sign back of the Temporary Road Closure Application by the Director of Public Works (or their designate) and the Fire Chief (or their designate) has been issued.

5.2. Permit Holder Assumes All Risk: The Permit Holder is solely responsible for any injury or damage arising from the Permit Holder's or its authorized agents' activities on or within the public highway regardless of whether such activities were specifically authorized under the Road Occupancy Permit. The Permit Holder, by virtue of applying for and obtain a Road Occupancy Permit agrees to indemnify and hold the Township harmless from all claims.

5.3. Costs Assumed by Permit Holder: The Permit Holder is responsible for all costs incurred by the Township due to any required temporary roadway closure. In addition to any other remedy, any unpaid costs may be recouped through the forfeiture of any deposit or security held by the Township and may also be added to the tax roll of any property owned by the Permit Holder and collected in the same manner as municipal taxes.

5.4. Extensions of Time: If additional time is required to complete the Works beyond what is authorized in the permit, the Permit Holder shall promptly notify the Township and provide the reason for the requested extension. The Director (or

their designate) is under no obligation to grant the extension, and any such extension will be confirmed in writing.

- 5.5. Deviation from Permit: If Works may or will deviate from what is authorized under a Permit, the Permit Holder shall immediately notify the Township of the extent of the alteration to seek approval thereof. Unless the Director (or their designate) has issued a written approval, such a deviation shall not be permitted.
- 5.6. Failure to Complete Repairs: If the Permit Holder fails to complete temporary repairs or permanent restorations as required, the Township may do so and recover all associated costs from the Permit Holder. Such costs may be recouped through the forfeiture of any deposit or security held by the Township. Any costs in excess of that recovered from deposits and security may be added to the tax roll of any property owned by the Permit Holder and collected in the same manner as municipal taxes, without limiting any other remedy available to the Township.
- 5.7. Night or Weekend Stoppages of Work: Where Works authorized under a Road Occupancy Permit extend beyond a single working day, the Permit Holder shall ensure that the area of the public highway which is the subject worksite (and where applicable any abutting lands) is secured, safe, and maintained in a manner that protects public safety and the integrity of the public highway during all non-working hours, including overnight periods, weekends, and statutory holidays. Refer to section 8. Municipal Restorations for a detailed breakdown of Owner/ Contractor responsibilities.
- 5.8. Emergency Work: Despite any other provision of this By-law, a person may undertake emergency work within the public highway without first obtaining a permit, where the work is immediately necessary to:
- Prevent or remove a danger to public health or safety;
 - Prevent interruption of an essential service or the loss of a municipal, public utility, or private service;
 - Prevent serious damage to property, infrastructure, or the natural environment; or
 - Respond to an emergency as directed by police, fire, emergency medical services, the Municipality, or another authority having jurisdiction.

A person undertaking emergency work under this section shall:

- Notify the Public Works Department as soon as reasonably possible to the nature of the emergency, scope of work, contact information for the person

performing the work, and the expected duration of the work to 705-732-4300 - Monday to Friday, 8:30am-4:30pm. If the emergency has occurred outside of office hours, please call the After-Hours Emergency Call Centre at 705-751-0050. Public Works Staff will notify Fire and By-Law, who will notify Emergency Services of the situation.

- Contractor shall limit the work to that which is necessary to address the emergency;
- Carry out the work in compliance with all applicable laws, regulations, standards, and safety requirements, including utility locates and temporary traffic control requirements, to the extent practicable in the circumstances;
- Take all reasonable steps to protect the public and municipal infrastructure and to minimize disruption to traffic, drainage, and adjacent properties;
- Restore the road allowance to the satisfaction of the Municipality as soon as practicable; and
- Obtain any required permit for any remaining, permanent, or non-emergency work, if directed by the Municipality.

Where emergency work is undertaken under this section, the Municipality may require the person who performed or caused the work to be performed to submit a permit application, as-built information, proof of insurance, or any other documentation that would otherwise have been required under this By-law.

Emergency work undertaken under this section is subject to all applicable indemnity, insurance, restoration, inspection, and cost recovery provisions of this By-law.

This section does not relieve any person from the obligation to obtain a permit before undertaking any work that is planned, elective, deferred, or not strictly necessary to address the emergency condition.

5.9. Temporary Emergency Road Closures: Where a temporary emergency road closure is required as a result of circumstances beyond the control of the Permit Holder, the Township and the Township's Fire Department shall be notified immediately. The Permit Holder, in consultation with Township staff, shall prepare and implement a plan to restore access at the earliest opportunity.

5.10. Environmental Protection: The Permit Holder shall take all necessary precautions to prevent environmental damage, contamination, or adverse impacts to municipal infrastructure, private property, watercourses, and environmentally sensitive areas during all phases of construction. Environmental protection shall consist of (but may not be limited to) the following:

- a) Sediment and Turbid Water Control: No sediment-laden water, turbid water, slurry, or other deleterious material shall be discharged into any ditch, storm sewer, culvert, drainage course, waterbody, or municipal infrastructure.

The Owner / Contractor shall implement and maintain adequate erosion and sediment control measures to prevent the migration of sediment from the construction site.

Pumped groundwater or trench water shall be filtered, settled, or otherwise treated prior to discharge to prevent sediment migration.

- b) Fuel, Oil, and Hazardous Materials: No fuel, oil, hydraulic fluid, antifreeze, chemicals, or other hazardous substances shall be deposited, spilled, stored, or discharged within the municipal right-of-way in a manner that may cause environmental contamination.

All refueling and equipment servicing shall be undertaken in a manner that prevents spills and releases.

Spill kits appropriate for the equipment being utilized shall be maintained on-site at all times.

Any spill or release shall be immediately contained, cleaned, and reported to the Township and any applicable regulatory authority. All remediation and associated costs shall be the responsibility of the Owner / Contractor.

- c) Concrete Washout: Concrete washout water, slurry, cement residue, or concrete by-products shall not be discharged onto the municipal right-of-way, into drainage systems, ditches, watercourses, catch basins, or environmentally sensitive areas.

Concrete washout areas shall be fully contained and located outside of drainage features and environmentally sensitive areas.

- d) Stockpiles and Material Storage: Soil, aggregate, debris, equipment, materials, or other stockpiles shall not be placed in a manner that:
- Obstructs drainage or surface water flow;
 - Creates a traffic hazard or sightline obstruction;
 - Interferes with pedestrian or vehicular movement;
 - Results in sediment migration or environmental contamination; or
 - Damages municipal infrastructure or vegetation.

Stockpiles shall be stabilized or protected where necessary to prevent erosion, sediment transport, or dust generation.

5.11. Restorations: All disturbed areas are to be restored in accordance with section 8. Municipal Restorations.

5.12. Permit Validity Period: Where a Permit has been issued and the Works authorized thereunder has not commenced within one (1) year of the date of issuance, such permit may be revoked by the Director and upon such revocation, the deposit is forfeit.

6. MUNICIPAL CONSENT

6.1. Exemption from ROP: Notwithstanding the requirements of section 5, a utility provider shall not be required to obtain a Road Occupancy Permit unless such a permit is required under any agreement entered into by the utility provider with the Township or under any easement in favor of the public utility provider.

6.2. Municipal Consent Application: Whereupon a utility provider is not exempted under section 7.1, the utility provider may apply for and obtain a Municipal Consent (MC) by completing the Municipal Consent section of the Road Occupancy Permit application. Upon receipt thereof and the applicable fee, the Township shall assign a Municipal Consent number.

6.3. Inspection and Deposit Release: Upon completion of the works and all required restorations the utility provider shall notify the Township, at which time the Township may conduct an inspection. Whereupon the Township is satisfied that the works and restorations comply with section 8, Municipal Restoration and all applicable standards, the Township shall release the Municipal Consent deposit to the party that paid the deposit.

6.4. Emergency Utility Works: are exempt from Municipal Consent requirements, including notice of work and locate requirements under this By-law. However, all such works shall comply with Township restoration standards and, where significant field changes occur, applicable as-built submission requirements.

7. ENTRANCE PERMITS

7.1. Permit Required: No person shall construct/cause to be constructed, altered, or modify an entrance unless an Entrance Permit has been issued under this by-law or such Entrance is exempted from the requirement to obtain a Permit.

- 7.2. Permit Application: An Owner wishing to alter, modify or construct an Entrance shall submit an application in accordance with Schedules 'A' and 'B' along with payment for the fees prescribed in Schedule 'E'. Such application shall be submitted by the Owner or the Owner's Authorized Agent.
- 7.3. Permit Issuance: A Permit shall only be issued if such application and the Entrance proposed therein complies with the applicable provisions of this by-law. Upon determining that there is compliance, the Director will notify the Owner and upon the submission of the applicable Entrance Permit Deposit (set out in Schedule E) hereto, the Permit will be issued.

All Permits issued hereunder are subject to the provisions of this by-law, the Permit conditions set out in Schedule "D" and any special conditions specified in the Permit (which may be collectively referenced as "conditions")

- 7.4. Prohibited Entrance Locations: New entrances will not be permitted at the following locations:
- a) Within the sight triangle at an intersection.
 - b) Within 15.0 meters of an "at grade" railway crossing.
 - c) Within close proximity to a bridge, or a cross culvert greater than 3.0 m diameter
- 7.5. Sight Distance: No permit shall be issued where the safe stopping site distance (as determined based on OGRA 1998 Geometric Guidelines for Municipal Road) cannot be achieved, subject to the following. The Director may issue a permit where safe stopping distance is not achieved provided accommodation(s) are made through the installation of signs, brush cutting or other means, all of which shall be at the Permit Holder's expense.

- 7.6. Design Specifications: No permit shall be issued unless the proposed entrance is designed in accordance with the specifications/requirements set out in the following table which is to be read in conjunction with the standard drawings included in Schedule “B”

	RESIDENTIAL	COMMERCIAL ENTRANCE
Maximum Driveway Grade	10%	10%
Top Width	4.5 – 5.0 m	9.0 m
Radii	4.5 – 5.0 m	8.0 m (or as required to accommodate truck turning movements)
Driveway Surfacing (Adjacent to gravel roads)	150 mm (Granular A)	200 mm (Granular A)
Driveway Surfacing (Adjacent to surface treated and asphalt roads)	50mm HL4 asphalt from property line to edge of the travelled road	50mm HL4 asphalt from property line to edge of the travelled road (Note: Oastler Park Drive Entrances to be complete with 50mm HL8 binder and 40mm HL4 surface course.)
Culvert Length	9.0m minimum and need to accommodate top width and ditch depth	As needed to accommodate top width and ditch depth
CSP (Corrugated Steel Pipe)	1.6 mm / 16 gauge Minimum 400 mm diameter	2.0 mm / 14 gauge Minimum 400 mm diameter
CPP (Corrugated Plastic Pipe)	Boss 2000 or approved equal Minimum 375 mm diameter	Boss 2000 or approved equal Minimum 375 mm diameter
Additional Culvert Information	1. All culverts, culvert extensions and couplers shall be new material and meet CSA standards 2. Township encourages the use of plastic pipe due to the extended service life 3. Minimum cover requirements for all culverts is 300mm or as per manufacturer minimums 4. All culvert end treatments are to be installed at a 3:1 max slope and finished with established seed, sod or 4” minimum sized gabion stone situated to not be resting on the culvert.	
Compaction	1. Gravel driveway surfaces are to be compacted to a degree where wheel rutting is not present. 2. Base course to be compacted to 95% Standard Proctor Dry Density (SPDD) prior to the placement of asphalt. Asphalt to be compacted to minimum of 92% of Marshall density 3. Ditches and side slopes are to be compacted to a degree where loose topsoil is not present and erosion is not	
Ditching and Drainage	Where ditching is required, slopes shall not be greater than 2:1. Ditching shall be continuous to accomplish positive drainage and will typically extend on either side of the culvert to maintain the pre-construction drainage path.	
Curbs and Headwalls	No curb or headwall is permitted to extend above the surface of the roadway shoulder within the limits of the shoulder and its rounding.	
Restoration	Restoration of the ditch, shoulders, road surface or road base shall be the responsibility of the owner/contractor. Restoration may include but not be limited to topsoil and seed/sod, rip-rap, gravel or other road surface materials. Refer to section 8 for details.	

MAINTENANCE

- 7.7. Surface Maintenance: The maintenance of entrances (including snow and ice removal, grading, gravel application, drainage, guideposts etc.) is the responsibility of the Owner.

- 7.8. Culvert Maintenance: Replacement due to normal wear and deterioration or damage by the Township is the responsibility of the Township. This includes all necessary restorations to return the entrance to its original condition. All other damage to a culvert is the responsibility of the Owner.

INSPECTIONS & DEPOSITS

- 7.9. Inspection Process: All Entrance Permits shall be subject to at least two inspections which shall be as follows:

- i) Upon receipt of the application and payment of the applicable fee, the FIRST inspection will address the entrance location and determine the applicable entrance requirements. The owner will be notified in writing after the first inspection with regard approval requirements.
- ii) A SECOND inspection is required at the completion of construction of the Entrance to determine compliance with the Entrance Permit and all conditions thereto. It is the responsibility of the Owner to request this inspection.

If the Entrance is not constructed in accordance with the Entrance Permit and all applicable conditions, the Permit Holder will receive written notification informing it of the outstanding deficiencies which the Permit Holder shall rectify before requesting a subsequent inspection. This process will be repeated until the Township is satisfied that the Entrance has been constructed in accordance with the Entrance Permit and all conditions thereto. Upon completion of a satisfactory SECOND inspection the Entrance Permit Deposit may be refunded.

- 7.10. Use and Forfeiture of Deposit: Should the Township be required to make repairs to the public highway, complete the construction or remove the entrance as a result of the Permit Holder's failure to comply with this By-law or the conditions of an Entrance Permit the costs thereof shall be the responsibility of the Permit Holder and the Township shall be entitled to pay such amounts from the Entrance Permit Deposit. If the costs thereof exceed the value of the Deposit, the Township shall invoice the Owner and any amount remaining unpaid after 30 days may be added to the tax roll of the property for which access is provided by the Entrance.

DEVIATIONS FROM PROPOSAL & CANCELLATION OF PERMIT

- 7.11. Deviations from Entrance Permit Standards: Permit Holders may request a variance from the Design Specifications (section 7.6) requirements to suit their proposal by written request to the Director of Public Works (or their designate). Approval will be at the discretion of the Director of Public Works (or their designate). Where an agreement cannot be reached between the Applicant and the

Township, and the Applicant no longer wishes to proceed with construction of the entrance, the application fee and the Entrance Permit Deposit may be refunded as follows:

- a) Where no site inspection has been conducted by the Township following issuance of an Entrance Permit, the permit holder may request cancellation of the permit and shall be entitled to a full refund of the application fee and deposit.
- b) Where one (1) site inspection has been conducted by the Township, the permit holder may request cancellation of the permit and shall be entitled to a refund of 50% of the application fee. The deposit shall be returned, provided the Director (or their designate) is satisfied that all restorations have been completed.
- c) Where two (2) or more site inspections have been conducted by the Township, the permit holder may request cancellation of the permit but shall not be entitled to a refund of the application fee. The deposit shall be returned, provided the Director (or their designate) is satisfied that restorations have been completed.

7.12. Cancellation of Permit: Where construction of an Entrance authorized under an Entrance Permit has not seriously commenced within one year of the date of its issuance, or construction has commenced and is incomplete after one year from the date of issuance, the Permit may be revoked by the Director. The Entrance Permit Deposit shall be refunded less any Township expenses incurred in relation thereto. Consideration may be given for extensions beyond one year at the discretion of Director (or their designate).

8. MUNICIPAL RESTORATIONS (ROAD OCCUPANCY PERMITS AND MUNICIPAL CONSENT)

GENERAL REQUIREMENTS

8.1. Purpose: These standards establish the minimum requirements for reinstating any portion of the public highway disturbed as a result of work conducted under a Road Occupancy Permit or Municipal Consent. The objective is to ensure the public highway is restored to a condition equal to or better than that which existed prior to construction.

8.2. Responsibility: The Permit Holder shall:

- a) Take photos pre-construction and post-construction to verify the existing condition and conditions following restoration works.
 - b) Restore the disturbed area to existing condition or better within two (2) business days of completion of the project or less (unless stated otherwise in the Permit Conditions).
 - c) Preserve site safety, traffic control, and erosion control measures until restoration works are completed to the satisfaction of the Township.
 - d) Maintain the area to which the Permit or Consent applies until permanent restoration is accepted by the Township.
 - e) Pay all costs associated with temporary and permanent reinstatement and restorations.
 - f) Protect all existing municipal infrastructure, including but not limited to pavement, curbs, sidewalks, culverts, signage, guiderails, ditches, utilities, and drainage infrastructure from damage during construction activities.
- 8.3. Deviations Restoration Standards: Variances from the following may be considered and approved in writing, at the discretion of the Director of Public Works (or their designate) provided such variance maintains the purpose stated in section 9.1.
- 8.4. Winter Conditions: During winter or periods where permanent restoration is not feasible, the Permit Holder shall maintain temporary restorations in a safe condition free of potholes, settlement, or hazards until permanent restoration can be completed. Permit will not be considered closed until final restorations are complete and approved by the Township

PRE-CONSTRUCTION REQUIREMENTS

- 8.5. Condition Assessment: Before commencing work, the Permit Holder shall document (photographically and in writing) the existing condition of pavement, shoulders, ditches, drainage structures, and adjacent private entrances (if applicable). Additionally, the Township may require the submission of the pre-construction condition assessment prior to commencement of work.
- 8.6. Locates: Obtaining locates is the responsibility of the Permit Holder. All utilities must be located through Ontario One Call prior to breaking ground. Damage to

utilities shall be immediately reported to the Township and applicable public utility provider. The Permit Holder shall be responsible for all costs arising from the damage including any damage to the public highway and municipal infrastructure thereon.

- 8.7. Traffic Control: The Permit Holder shall be responsible for ensuring that all traffic control measures are conducted in accordance with and comply with OTM Book 7. Vehicular, pedestrian, and emergency access shall be maintained at all times. The Permit Holder shall ensure emergency services access is maintained at all times and shall coordinate any temporary road closures with emergency service providers and the Township as per section 6.1.

EXCAVATION AND BACKFILLING

- 8.8. Backfill Materials: Specifications for backfilling shall be as follows:

- i) Gravel Roadways and Shoulders: minimum 150mm depth Granular 'A' shall be used for surface material. Typically, sub-base material shall be Granular 'B' Type II per OPSS 1010. In some applications Granular 'A' may be accepted as sub-base material. In circumstances where the sub-base cannot be compacted unshrinkable fill may also be considered to a depth of 300mm and finished with a 300mm course of Granular 'A'). Frozen material shall not be used for backfill under any circumstances.
- ii) Use native material, in boulevard, if suitable, otherwise Granular 'B' Type II shall be placed with 150mm finishing layer of topsoil will be accepted. Backfill shall be free of organic or frozen material.

- 8.9. Compaction: Shall be to 100% Standard Proctor Maximum Dry Density (SPMDD) for the upper 300 mm of granular fill and at least 95% SPMDD below that. Each lift shall not exceed 300 mm loose thickness. Compaction equipment must be suitable width for the application. The Township may require compaction testing by a qualified geotechnical testing firm at the Permit Holder's expense.

- 8.10. Settlement Control: The Permit Holder shall monitor settlement for a minimum of 12 months after reinstatement. Any settlement within the warranty period (see section 8.31) shall be corrected at the Permit Holder's expense.

PAVEMENT RESTORATIONS

- 8.11. Temporary Surfaces: All pavement edges shall be saw-cut to provide straight, clean joints prior to restoration. A minimum 50 mm cold-mix asphalt or compacted Granular 'A' surface shall be applied immediately after backfilling to maintain traffic access. Temporary surfaces must be maintained in a safe condition until permanent paving can be completed.
- 8.12. Permanent Surface Restoration: Final restoration must be completed within 30 days (unless otherwise approved in writing by the Director of Public Works or their designate). Pavement cuts shall be extended at least 300 mm beyond the edge of excavation. Tack coat shall be applied to all vertical and horizontal joints. Where hot mix asphalt is unavailable due to seasonal plant closures, temporary restoration shall be maintained by the Permit Holder until permanent restoration can be completed. Longitudinal trenches located within the wheel path or parallel to the roadway centerline may require full lane restoration where deemed necessary by the Township.
- 8.13. Jointing and Compaction: Asphalt shall be compacted to a minimum of 92% of Marshall density. All joints must be sealed with hot-poured rubberized asphalt joint sealer.
- 8.14. Asphalt Thickness Requirements:

The following table outlines the typical makeup for hard surface applications:

Road Classification	Granular 'A' Base	HL3 or HL4 Asphalt Surface
Local / Low Volume	150 mm	50 mm
Collector / Rural Arterial	200 mm	80m (2 lifts)

*Any surface treatment that has been ripped up will be replaced with asphalt as per the above table.

GRAVEL AND SHOULDER RESTORATIONS

- 8.15. Surface Course: For gravel roads or shoulders, restore using Granular 'A' graded to match existing profile and cross-fall (typically 3%–5%). Compact to 100% Standard Proctor Maximum Dry Density (SPMDD).
- 8.16. Dust Control: Apply calcium chloride or equivalent dust suppressant as directed by the Township. Additional applications may be required where dust suppression deteriorates prior to establishment of permanent surface stability.

- 8.17. Blending: Blend granular shoulders smoothly with adjacent pavement edge (if appropriate) and ditch line; no abrupt changes in depth will be permitted.

DITCH, DRAINAGE AND CULVERT RESTORATIONS

- 8.18. Ditch Grading: Restore ditch grades to pre-construction condition if this cannot be achieved, permit holder shall grade as per the direction of the Township. All ditching shall ensure positive drainage with no ponding. Temporary obstructions to drainage shall not result in flooding, ponding, or damage to adjacent properties or municipal infrastructure.
- 8.19. Culverts and End Treatment: All new culverts shall conform to the following specifications:
- a) Pipe Material: Township standard for all culvert materials is High-Density Polyethylene (HDPE). Township may consider Corrugated Steel Pipe (CSP) for some applications (minimum 16-gauge thickness). Refer to Township for approval of all materials other than HDPE.
 - b) Pipe Size: All culverts shall be 375mm diameter unless written approval is obtained by the Township.
 - c) Slope: All culverts shall be installed to match the prevailing slope of the ditch. There shall be no signs of ponding water after install at either end of the pipe.
 - d) Bedding: Minimum of 150mm Granular A bedding is required for all installations
 - e) Haunching: Material must be paced firmly beneath the haunches of the culvert in 6" lifts.
 - f) Compaction: Backfill with granular 'A' material or approved native soils compacted to 95%-98% Standard Proctor Density.
 - g) Minimum Cover: All culverts shall be 300mm depth or as per manufacturers specifications (whichever is more).
 - h) Culvert End Treatments: Newly installed culverts must be finished with slope stabilizing material including established seed, sod or 4" minimum sized gabion stone. All culvert end treatments are to be installed at a 3:1 max slope. Headwalls are not permitted unless approved by the Township.
- 8.20. Erosion Control: The following erosion control measures are required in the following circumstances:
- a) Downstream culverts - Install erosion and sediment control measures at each downstream culvert from the project site as necessary.

- b) Inlet Structures - All drainage that flows to a municipal sewer shall have the grate double-wrapped in geotextile fabric.
- c) Drainage from Right of Way - All drainage that leaves a municipal drainage course shall have silt fence installed (as per OPSD 219.130) at the limit of construction to mitigate the migration of sediment.
- d) Migration of Soils - If soil migration is encountered, the owner / contractor will be required to remediate the resulting damage at their cost. The Township may require further erosion control measures such as straw bale check dams (installed as per OPSD 219.180) if soil migration is deemed significant.
- e) Erosion - In any area where slope has or may cause erosion, the Owner/ Contractor may be asked to install permanent rock check dams (as per OPSD 219.210) during construction and maintain until vegetation is re-established.

All erosion control measures are to be inspected and maintained by the Owner or Contractor within 24 hours after a significant rainfall event. Any of these measures found to be in a state of disrepair shall be repaired same day. Erosion and sediment control measures shall remain in place until all disturbed soils are stabilized and vegetative cover is established.

BOULEVARD AND SODDED AREA RESTORATIONS

- 8.21. Topsoil and Seed/Sod: Replace topsoil to a minimum depth of 150 mm, lightly compacted. Apply seed mix and fertilizer in accordance with OPSS 572 and maintain until uniform growth is achieved.

If the owner/ contractor wished to install sod, it shall be nursery-grown, No. 1 quality, laid flush and rolled. Water and maintain until the root system is established (minimum one-year warranty).

- 8.22. Seeded Areas: Where seeding, apply seed mix and fertilizer in accordance with OPSS 572 and maintain until uniform growth is achieved.

- 8.23. Tree Protection: No excavation, grading, or storage of materials shall occur within the dripline of any tree without written approval from the Township. Any damage to trees or root systems resulting from the work shall be repaired or compensated for at the Permit Holder's expense.

ENTRANCES

- 8.24. Culverts: See section 8.18 for culvert installation requirements.
- 8.25. Surfaces: All driveway entrance surfacing shall match existing materials and grades.
- 8.26. Ditching: Where ditching is required, side slopes shall not be greater than 2:1. Ditching shall be continuous to accomplish positive drainage and will typically extend on either side of the culvert to maintain or improve the pre-construction drainage path.
- 8.27. Shouldering: Restoration of any disturbed areas of the road surface or road base shall be the responsibility of the owner/contractor. Restoration may include, but not be limited to, laying fresh gravel, appropriate compaction or application of other road surface materials to match the existing surface, all of which is laid out in these standards.
- 8.28. Compaction: Base course to be compacted to 95% Standard Proctor Dry Density (SPDD) prior to the placement of asphalt. All gravel surfaces are to be compacted to a degree where wheel rutting is not visible. Ditches and side slopes are to be compacted to a degree where loose topsoil and signs of erosion are not present.
- *No curb or headwall is permitted to be elevated above the surface of the roadway or shoulder within the limits of the shoulder and its rounding.

INSPECTIONS AND ACCEPTANCE

- 8.29. Interim Inspection: The Township may conduct an inspection at any stage of work to ensure compliance. Deficiencies or deviations from the proposal included on the permit must be corrected immediately. The Township may require corrective action or additional restoration measures where the completed work is deemed unsatisfactory.
- 8.30. Final Inspection and Acceptance: Final inspection will occur after owner or contractor informs the Township that permanent restorations are complete. Acceptance is contingent upon:
- i) Compliance with these standards;
 - ii) Absence of settlement or surface defects;
 - iii) and Completion of all restorations and cleanup.

- 8.31. Warranty Period: All restorations shall be warrantied for twelve (12) months from the date of final acceptance. Any failures or deficiencies within that period must be repaired at the Contractor's expense. Should the Permit Holder fail to complete warranty repairs within the timeframe specified by the Township, the Township may complete the work and recover all associated costs from the Permit Holder or the Permit Deposit.
- 8.32. As-Built Records: Contractors performing underground servicing works shall provide as-built drawings showing the horizontal and vertical location of all installations within the right-of-way.

PERMIT CLOSURE

- 8.33. Permit Closure Conditions: No Road Occupancy Permit Deposit will be released until:
- i) All restorations are accepted by the Township; and
 - ii) As-built documentation has been received (if applicable).
 - iii) All excess materials, debris, equipment, and temporary traffic control devices have been removed from the site.

9. FEES AND DEPOSITS

- 9.1. Fees: The fee for a Permit shall be as established in Schedule 'E'.
- 9.2. Deposit Requirements: All Permits shall be subject to the requirement to provide a Road Occupancy Permit Deposit which shall be refunded whereupon it is determined that Restoration has been completed in accordance with section 8.
- 9.3. Deposit Amount: The Road Occupancy Permit Deposit shall be established by the Director based upon the nature, scope and extent of the potential damage to the public highway and at no time shall such amount be less than the minimum deposit set out in the Township of Seguin Schedule 'E'.

10. PENALTIES

- 10.1. Any person who contravenes any provision of this By-law is guilty of an offence and, upon conviction, is liable to a fine exclusive of costs and provisions outlined in the Provincial Offences Act. R.S.O. 1990, c P.33, as amended shall apply to said fine.
- 10.2. Every person who contravenes the provisions of any section of this By-law and every Director or Officer of a corporation who knowingly concurs in contravention by the corporation is guilty of an offence under the provisions of the Municipal Act 2001, S.O.2001, c.25.

- 10.3. Every person who contravenes the provisions of any section of this by-law and every Director or officer of the Township, who knowingly concurs in the contraventions by the Township, is guilty of an offence and liable on conviction to a penalty where the minimum fine shall not exceed \$500 and a maximum fine shall not exceed \$100,000 exclusive of costs under the provisions of the Municipal Act 2001, S.O. 2001 c.25 as amended.
- 10.4. For the purpose of continuous offences every person who contravenes any provision of this by-law and ever Director or Officer of a Corporation who knowingly concurs in the contravention of a by-law of the Township is guilty of an offense and liable on conviction to a penalty not exceeding \$10,000, exclusive of costs under the provisions of the Municipal Act, 2001, S.O. 2001 c.25 as amended.
- 10.5. Notwithstanding the provisions of the Municipal Act 2001, S.O. 2001 c.25 as amended the total of all daily fines for the offense is not limited to \$100,000.
- 10.6. For the purpose of multiple offences, every person who contravenes any provision of this by-law and every Director or Officer of the Township who knowingly concurs in the contravention of a by-law of the Township is guilty of an offense and liable on conviction to a penalty not exceeding \$10,000, exclusive of costs under the provisions of the Municipal Act, 2001 S.O. 2001, c. 25 as amended.

Enacted by Council of the Township of Seguin on this ____ day of _____, 2026.

Mayor

Clerk

By signing below, I Mayor MacDiarmid hereby approve this by-law and will not exercise the power to veto this by-law.

Date

Signature

Schedule A

Road Occupancy Permit Application

DRAFT

Township of Seguin Road Occupancy Permit	Application # _____
Applicant Information (Property Owner/ Utility Company)	
Name/ Contact:_____	Date: _____
Mailing Address:_____	Email: _____
City/ Town: _____	Phone Number: _____
Postal Code:_____	Mobile Phone: _____
Contractor Information	
Company Name: _____	Postal Code: _____
Contact Person: _____	Email: _____
Mailing Address: _____	Office Number: _____
City/Town: _____	Mobile Number: _____
Project Information	
Date of Application: _____	Address of Works: _____
Municipal Consent Number: _____ *Only necessary if this application is for Municipal Consent	Roll #: _____
Proposed Start Date: _____	Traffic Control Plan Required?: _____
Expected Completion Date: _____	<i>*See notes 7, 18</i>
Certificate of Insurance Provided?: _____	
Click all of those that apply (see below):	
☐ Install/ Repair a Municipal Service (TCP Required) ☐ Install/ Repair Utilities (TCP Required) ☐ Temporary Storage of Equipment and/or Materials ☐ Paving works ☐ Install/Replace/Extend Culvert ☐ Install/Replace Sidewalk ☐ Install/Replace Curb Cut ☐ Work in Boulevard/ Ditch ☐ Landscaping and Lot Grading ☐ New Building/ Reno/ Demo Parking ☐ Road Closure ☐ Sign Install/ Encroachment	Other (Please Specify):_____ _____ _____ <u>Entrance Works</u> <i>Requires additional Entrance Permit Application to the ROP Application</i> ☐ Construct a Permanent Entrance ☐ Construct a Temporary Entrance ☐ Move an Entrance ☐ Reconstruct an Existing Entrance <u>Municipal Consent Works</u> <i>Requires additional Municipal Consent application to the ROP Application</i> ☐ Municipal Consent Application
Please provide a brief description of the works in 3 sentences or less: _____ _____ _____ _____	
Please draw/ sketch the location of your project:	
Acknowledgement: (to be completed by the Contractor and Applicant)	
I have read the Agreement on Page 2 and agree to ensure all works will be constructed in accordance with the attached drawing, Township of Seguin Standards, Policies, By-laws and any requirements of this permit. We have photographed the proposed construction area in full and will provide these photos to the Township upon request for confirmation of satisfactory site rehabilitation.	
Contractor's Signature _____	Date _____
Applicant's Signature _____	Date _____

[illegible]

Agreement

1. All work will be constructed, altered, maintained, or operated at the Applicant's expense, and must not commence until the Township has granted approval. Township approval does not exempt the Applicant from complying with all Municipal By-Laws and Township Engineering Standards. This permit is issued under the authority of the Director of Public Works, following the Township of Seguin's latest Road Occupation By-Law and applicable regulations, and is subject to the attached conditions.
 2. By filling out this application it should be noted that:
 - a. The applicant applies to occupy the road right-of-way and agrees to comply with the current Road Occupation Policy and By-Law terms.
 - b. The applicant accepts responsibility for all liability and costs incurred by the Township of Seguin as a result of the activities specified in this permit.
 - c. The applicant will maintain the work area, and will indemnify and hold the Township harmless until completion.
 - d. The applicant agrees to submit the Road Occupancy Permit fee to the Township of Seguin as indicated on the application. For work proposed within a gravel road a deposit of \$1,000 is required. For work proposed within a surface treated road a deposit of \$2,000 is required. For work within an asphalt paved road a \$5000 deposit is required. The deposit is refundable within 30 days after sending notification of a satisfactory final inspection by the municipality.
 - e. If the applicant or their contractor fail to rehabilitate the area to the satisfaction of the Director of Public Works or his designate the Township will carry out the work. In this circumstance the deposit will be considered forfeit to the Township to cover the cost.
 - f. The Applicant/ Contractors has photographed the area of the proposed work pre and post construction. If this is not completed, this application may be considered incomplete and may result in the forfeiture of the deposit, if the Township is not satisfied with the rehabilitation.
 3. The Applicant's contractor will provide \$2,000,000 in General Liability Insurance, satisfactory to the Township and indemnifying the Township for the work's duration as described in the permit.
 4. All persons associated with the permitted work must comply with the latest Occupational Health and Safety Act and regulations, wearing required safety equipment (e.g., hard hats, reflective vests, safety boots) at all times while working within the Township's Right of Way.
 5. The permit must be issued in the Property Owner or Utility Company's name and list the person or firm performing the work.
 6. At the Applicant's request, the completion date may be extended by the Director of Public Works in unforeseen circumstances.
 7. Traffic control shall comply with the current MTO Ontario Traffic Manual, Book 7, with all necessary signage, barricades, flag persons, and detour signs, subject to Township satisfaction. A Traffic Control Plan may be required by the Director of Public Works or their designate.
 8. Access to all public and private properties must be maintained during work. Road closures require approval from the Director of Public Works, and the Fire Chief.
 9. The project site will have appropriate signage, lighting, and protection. All personnel performing the work are expected to have proper Personal Protective Equipment and will comply with the Ontario Health and Safety Act and all appropriate Federal Statutes.
 10. The Applicant or Contractor must confirm the operation of municipal services in the driveway at least 48 hours before and after work begins. Any costs for adjustments or repairs to services during work are the Applicant's responsibility.
 11. The Contractor is solely responsible for all utility locates, which can be requested by calling Ontario One Call at 1-800-400-2255.
 12. The Applicant is responsible for work performance and restoration, following Ontario Provincial Standards & Specifications and the latest Township of Seguin Engineering Standards.
 13. All excess excavated materials must be disposed as per the MECP's Excess Soil Regulation (O.Reg. 406/19)
 14. Driveway locations, widths, and construction, including culverts where needed, must comply with the Township of Seguin's latest Zoning By-laws and Engineering Standards.
 15. If work has not begun within two years of issuance or is not completed by the specified date, the Road Occupation Permit will become null and void. What happens to Deposit & Fee?
 16. The Applicant remains responsible at all times for the Contractor's actions or omissions in ensuring compliance with the Township's latest Road Occupation By-Law, Policy, and Permit.
 17. The Applicant must retain a copy of the approved permit and inform all involved parties of the conditions. The permit must be available onsite throughout the duration of work and provided on request from Township staff.
 18. The Applicant/Contractor must notify Public Works at least 48 hours before starting municipal service connections.
 19. Restorations on a single lift of asphalt will be completed using a butt joint as per OPSS MUNI 310. Restorations on a double lift of asphalt will be completed using a stepped joint as per OPSS MUNI 310.
 20. Entrances within the Township's Right of Way must have a minimum 150mm compacted granular base.
 21. This permit applies only to the work described on Page 1. Any additional work requires separate approval from the Township.
 22. By submitting this application, the applicant authorizes and consents to the release of information collected under this application for the use in Freedom of Information Act requests from the public.
- Entrance Works:
23. The applicant must confirm that they have placed 2 high visibility stakes illustrating the limits of the proposed entrance (unless it is explicitly clear) within 24 hours of submitting the application.
 24. Upon receipt of the application, a Township representative will visit the site to confirm the location of the proposed entrance is approved and to determine the specific conditions of the approval.
 25. The Township representative will draft a letter specific to each site, clarifying the specific conditions for approval and send it to the applicant for their reference and review.
 26. Once the contractor has deemed the entrance construction complete, the applicant shall reach out to the Township to schedule a secondary inspection.
 27. If there are any deficiencies in the construction of the entrance, the Township will issue an additional letter outlining the remaining conditions required for approval.
 28. The contractor will repeat notes 26 & 27 until the Township is satisfied and closes out the permit by issuing a final approval letter and forwarding the letter to the Applicant and Treasury Department to release the deposit.
 29. If the Applicant and their Contractor do not complete the entrance to the satisfaction of the Township the deposit may be used to construct the entrance to Township Standards.

30. If the proposal will result in a full lane closure for any amount of time, a Traffic Control Plan will need to be approved by the Township prior to the start of construction. Traffic Control Plan will need to be as per the latest *Ontario Traffic Manual - Book 7 – Temporary Conditions*.
31. All municipal service projects will only be accepted if the application is accompanied by stamped engineering drawings from a reputable Civil Engineer.
32. Municipal Service Projects shall have a warranty period of 1-year to ensure no unforeseen issues manifest on site. At the end of 1-year the deposit will be released, provided no issues have been encountered with the services covered under this permit.

Install/ Repair Utilities:

33. If the proposal will result in a full lane closure for any amount of time, a Traffic Control Plan will be required as per the latest *Ontario Traffic Manual - Book 7 – Temporary Conditions*.
34. Two wooden stakes bearing the Applicant and Plan name shall be placed firmly in the area of any proposed road crossing within 24 hours of submitting the application.
35. Larger utility installation projects will require 1 Road Occupancy permit application. All applicable plans must be included with the application for review and will individually require sign back for Municipal Consent approval. Approval of the ROP shall be considered a separate approval.

Temporary Storage of Equipment and/or Materials:

36. A detailed municipal servicing drawing and traffic control plan is required for municipal service work applications.
37. Storage of Equipment and/or Materials shall not be permitted in the Right-of-Way during any season where snowfall is expected (December – April) unless expressly approved by the Director of Public Works.

Paving Works:

38. Traffic Control Plan will be required as per the latest *Ontario Traffic Manual - Book 7 – Temporary Conditions*.
39. All pavement shall be applied in temperatures over and above 7° celsius unless given explicit approval from the Director of Public Works.

Install/Replace/Extend Culvert:

40. If the proposal will result in a full lane closure for any amount of time, a Traffic Control Plan will be required as per the latest *Ontario Traffic Manual - Book 7 – Temporary Conditions*.
41. All culverts shall be installed with proper bedding and compaction.
42. All restorations to the paved surface shall be completed with a proper lap joint

Install/Replace Sidewalk:

43. Concrete work shall be completed in temperature over and above 5° celsius unless given explicit approval from the Director of Public Works.

Install/ Replace Curb Cut:

44. Concrete work shall be completed in temperature over and above 5° celsius unless given explicit approval from the Director of Public Works.

Work in Boulevard/ Ditch:

45. Any contractor responsible for boulevard and ditching works shall be responsible for the stability of any slope on which they complete work. Approved methods for slope stability include: silt fencing, hay bale check dams, rock check dams, filter socks, geotextile fabric, and established vegetation. If the contractor is unsure if method of ensuring slope stability is approved, they are encouraged to reach out to the Public Works Department for approval.
46. If applicable, deposit will not be released until vegetation is established in the disturbed boulevard/ditch. If vegetation is not established within 1 year from the last inspection, the deposit may be forfeit to properly rehabilitate the disturbed area.
47. The Township will not be held responsible for the destruction of any downstream ditch or property as a result of the proposed work.

New Building/ Reno/ Demo:

48. Is there any way that this category is foreseeable or should this be updated to New Building/ Reno/ Demo Parking?

Other:

49. The Director of Public Works or his designate will stipulate the conditions for approval upon receipt of the proposal.

Schedule B

Entrance Permit Standard Drawings

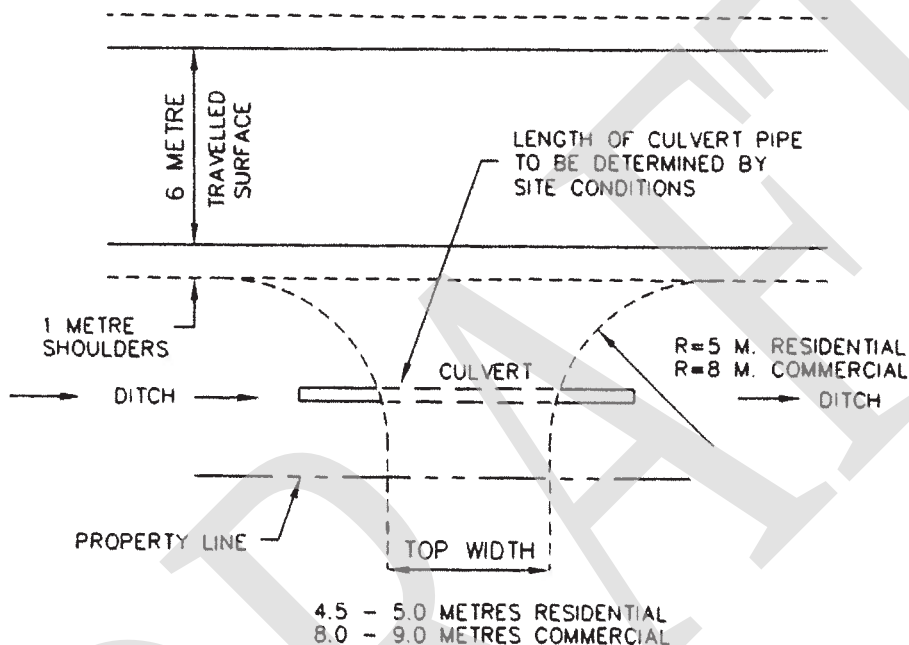
DRAFT



TOWNSHIP OF SEGUIN ENTRANCE STANDARDS

DRAWING "A"

INSTALLATION PLAN VIEW



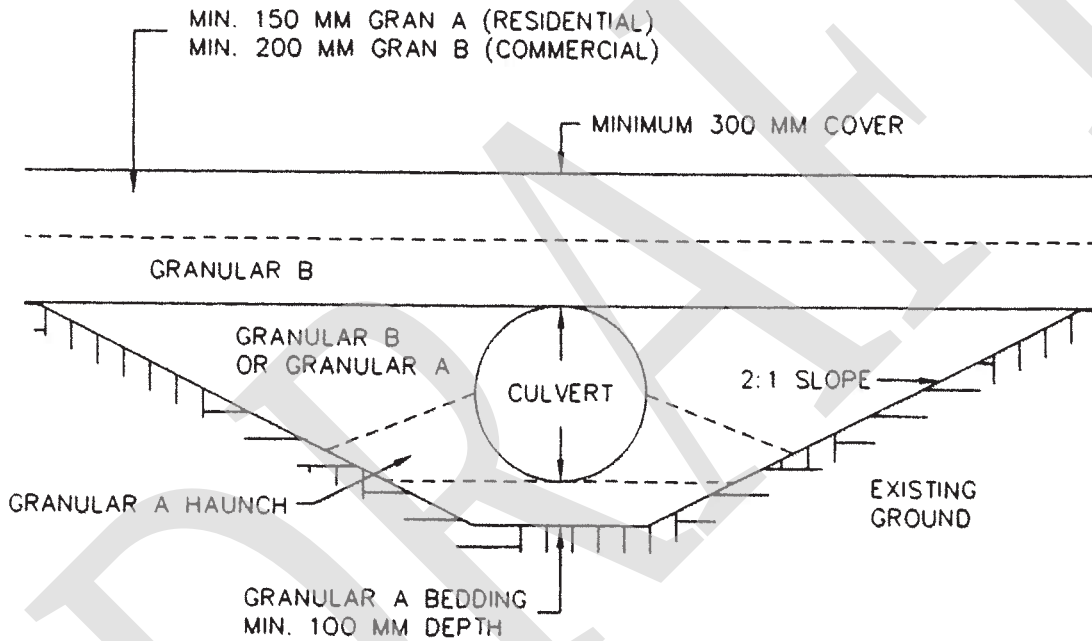
NOTES

1. DITCHING IS REQUIRED WITHIN 2 METRES OF THE INLET SIDE OF THE CULVERT PIPE AND 2 METRES OUT FROM THE DISCHARGE END. ADDITIONAL DITCHING MAY BE REQUIRED AS NECESSARY TO MAINTAIN POSITIVE DRAINAGE. DITCH SLOPES SHALL NOT BE STEEPER THAN 2H:1V AND SHALL BE STABILIZED AS REQUIRED WITH TOPSOIL AND SEED.
2. THE ENTRANCES SHALL BE CONSTRUCTED IN A PROFESSIONAL AND RESPONSIBLE MANNER, APPLYING PROPER AND ACCEPTABLE CONSTRUCTION AND SAFETY TECHNIQUES.
3. THE CONTRACTOR IS RESPONSIBLE FOR ENSURING THE SAFETY OF THE PUBLIC DURING THE CONSTRUCTION AND OCCUPYING OF THE PUBLIC ROAD ALLOWANCE FOR THE PURPOSE OF THE CONSTRUCTION. COMPLIANCE WITH THE OCCUPATIONAL HEALTH AND SAFETY ACT AS WELL AS BOOK 7 OF THE ONTARIO TRAFFIC MANUAL IS REQUIRED.
4. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN UTILITY LOCATES PRIOR TO CONSTRUCTION.
5. THE CONTRACTOR IS REQUESTED TO PROVIDE 48 HOURS NOTICE TO THE TOWNSHIP OF SEGUIN PRIOR TO COMMENCEMENT OF THE CONSTRUCTION ACTIVITIES.
6. ENTRANCES SHALL BE CONSTRUCTED AT A 90 DEGREE ANGLE TO THE MUNICIPAL ROAD UNLESS OTHERWISE AGREED TO BY THE TOWNSHIP.



TOWNSHIP OF SEGUIN ENTRANCE STANDARDS

DRAWING "B" INSTALLATION CROSS SECTION



NOTES

1. PIPE CULVERT
MINIMUM 400 MM DIAMETER CSP
MINIMUM 375 MM DIAMETER CPP (BOSS 2000 OR APPROVED EQUIVALENT)
2. COMPACT BEDDING, HAUNCH, AND BACKFILL MATERIAL TO 98% SPD.
3. EXISTING SUBGRADE MATERIAL MUST BE CAPABLE OF SUPPORTING A MINIMUM OF 150 KPA. (THE CONTRACTOR IS RESPONSIBLE FOR ENSURING THE SUB BASE MATERIAL IS CAPABLE TO SUPPORTING THE CULVERT WITHOUT SETTLEMENT).
4. ALL GRANULAR MATERIALS AS PER OPSS 1010.

Schedule C

Temporary Road Closure Application

DRAFT

Township of Seguin Temporary Road Closure Form		Application No: RC-_____	
Applicant Information (Property Owner/ Company)			
Name/ Contact: _____ Company Name: _____ _____ City/ Town: _____		Date: _____ Email: _____ Phone Number: _____ Mobile Phone: _____	
Temporary Road Closure Information (Fill out all Applicable Fields)			
Road Being Closed: _____ _____ Nearest Intersection #1: _____ _____ Nearest Intersection #2: _____ _____ Nearest Address #1: _____ _____ Nearest Address #2: _____ _____		Closure Start Date: _____ Closure Start Time: _____ Expected Completion Date: _____ Expected Completion Time: _____ Onsite Contact: _____ Onsite Contact Phone Number: _____ _____ Will Emergency Services be able to pass with advance notice to onsite contact? (Please pick one) Y ☐ N ☐ If no, has a contingency plan been developed? (Please pick one) Y ☐ N ☐ Has a detour plan been included with this application? (Please pick one) Y ☐ N ☐	
Brief Project Description (in 3 sentences or less): _____ _____ _____			
Please draw/ sketch the location of your project:			
Acknowledgement: (to be completed by the Contractor and Applicant)			
It is understood that all closures will be performed as described in this application and any deviation from the information above will be communicated to the Township with an amended application.			
_____ Contractor's Signature		_____ Date	
_____ Applicant's Signature		_____ Date	
Notification Verification (For Office Use Only)			
Parry Sound ACS	Y ☐ N ☐	Notified by: _____	
Parry Sound EMS	Y ☐ N ☐	Notified by: _____	
Fire Dispatch	Y ☐ N ☐	Notified by: _____	
Fire Department/ Fire Chief	Y ☐ N ☐	Notified by: _____	
OPP	Y ☐ N ☐	Notified by: _____	
Restoration check on completion date completed by: _____			

Schedule D

Short Form Wording and Set Fines

DRAFT

Schedule E

Fee Schedule

DRAFT

Road Occupancy Permit <i>*Required for all works outlined in section 4. except for Municipal Consents and Entrance Permits (see below)</i>		
Fee Category	Description	Permit Fees
Permit Fee (Non-Refundable)	Road Occupancy	\$300
Road Occupancy Permit Deposit <i>*Refundable provided the Director of Public Works (or their designate) is satisfied with restorations as per section 8. – Municipal Restorations</i>	Gravel Road or R.O.W. Works	\$1,000 minimum
	Surface Treatment Road Works	\$2,000 minimum
	Asphalt Road Works	\$5,000 minimum
Municipal Consent <i>*Required for all utility installs</i>		
Fee Category	Description	Permit Fees
Permit Fee (Non-Refundable)	Municipal Consent	\$300
Municipal Consent Deposit <i>*Refundable provided the Director of Public Works (or their designate) is satisfied with restorations as per section 8. – Municipal Restorations</i>	Gravel Road or R.O.W. Works	\$1,000 minimum
	Surface Treatment Road Works	\$2,000 minimum
	Asphalt Road Works	\$5,000 minimum
Entrance Permit <i>*Required for entrance installs</i>		
Fee Category	Description	Permit Fees
Permit Fee (Non-Refundable)	Entrance Permit	\$300
Entrance Permit Deposit <i>*Refundable provided the Director of Public Works (or their designate) is satisfied with restorations as per section 8. – Municipal Restorations</i>	Gravel Road or R.O.W. Works	\$1,000 minimum
	Surface Treatment Road Works	\$2,000 minimum
	Asphalt Road Works	\$5,000 minimum

Notes:

1. The Township may increase deposits based on scope, risk, and expected ROW impacts.
2. All deposits may be subject to inspection to obtain approval prior to release of deposit.
3. All municipal consent applications will be charged one fee and deposit for each drawing set.

Council Reports

Prepared for: Councillors

Subject: Information Report - 2027 Seguin Township Budget Process

From: Mayor Ann MacDiarmid

Agenda Date: August 4th, 2026

Report No: AD-2026-006

Executive Summary:

On April 9, 2025, the Township received correspondence from the Minister of Municipal Affairs and Housing advising that the Province was expanding strong mayor powers to Seguin Township, enabling the mayor to propose the municipal budget, subject to council amendments and a unique veto system. If the mayor fails to present a budget by February 1, Ontario Regulation 530/22 mandates the council to adopt one.

As mayor, and in accordance with the new legislation, I plan to maintain the established budget process while working within the new legislative framework, with guidance provided from both Council and staff for developing the 2027 budget according to the attached schedules. This change aims to bring compliance with provincial legislation yet ensure the democratic processes remain in place.

Prepared for: Councillors

Subject: Information Report - 2027 Seguin Township Budget Process

From: Mayor Ann MacDiarmid

Agenda Date: August 4th, 2026

Report No: AD-2026-006

Background & Analysis:

On April 9th, 2025 the Hon. Rob Flack, Minister of Municipal Affairs and Housing sent correspondence advising the Ontario Provincial Government was expanding strong mayor powers to the Township of Seguin to support provincial priorities.

Included in strong mayor powers is the authority to propose the municipal budget, which would be subject to council amendments and a separate mayoral veto and council override process. The amendment to the legislation also provides in Ontario Regulation 530/22 Section 7.(2) If the head of council does not propose a budget to council by February 1 in accordance with subsection (1), the council shall prepare and adopt the budget for the municipality. Essentially either the mayor proposes a budget or the budget authority reverts to council. The applicable legislation related to strong mayor powers and municipal budgets is attached as Schedule "C" to this report.

As noted in previous discussions related to strong mayor powers it is my intention as Mayor to continue with a budget process similar to the process that was followed in the preparation of the 2025 and 2026 Seguin Township Budget and as such a Mayoral Direction shall be provided to staff to work towards the 2027 Seguin Township Budget Schedule as outlined in Schedule "A" attached, including the 2027 Seguin Township Budget Preliminary Assumptions/Inputs as outlined in Schedule "B" attached.

Mayor's Introduction:

With the help of staff from the Finance, Clerks and CAO departments we continue to learn the new budget processes and powers associated with the Strong Mayor Legislation, especially given that 2026 is a municipal election year. Although the budget details within this legislation are non-negotiable for any of the municipalities affected, it is my intention to make sure that our budget

processes and outcomes are collaborative with all of council and staff. As in the past, my intentions are to take our lead from the staff recommendations, because I truly believe that they are the experts and know best.

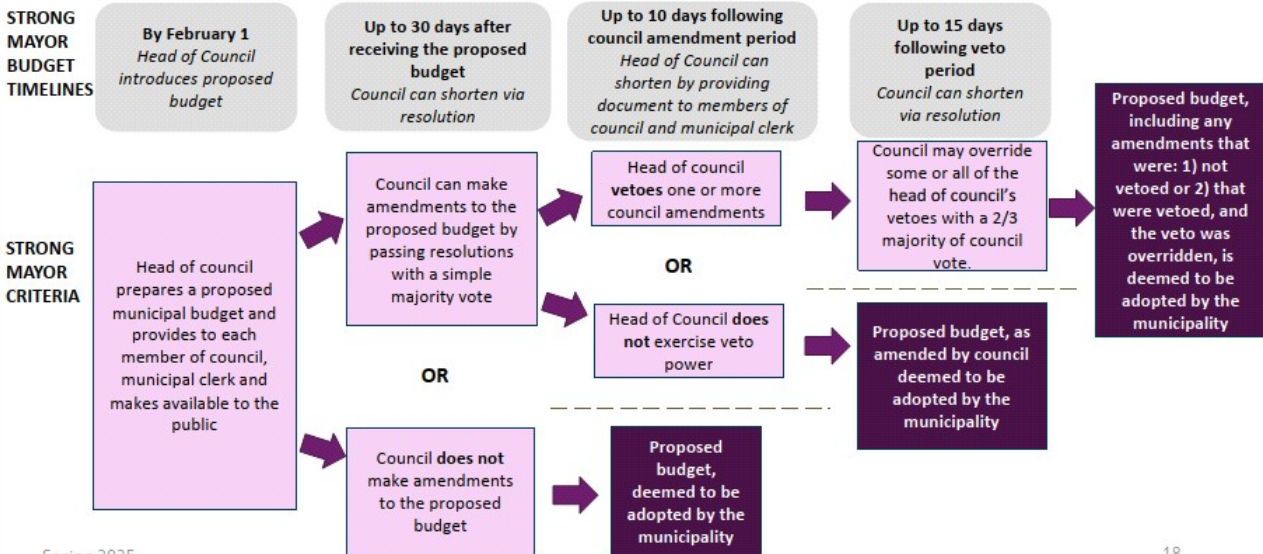
While it is always our goal to minimize tax increases, our responsibility as a council is to deliver the very best value to our ratepayers and to improve our levels of service and therefore the quality of life for everyone in Seguin – individuals and businesses.

Outlined below are a couple of recommendations that I have asked staff to incorporate into this year's budget processes and discussions.

1. A focus on the elements of the budget that we can control and that will affect life in Seguin. While we receive several external levies for which we have little control, focusing our review on the parts of the budget we have direct influence over should be prioritized. In communicating the tax increases to our ratepayers, we should ask staff to separate the two parts of the budget: within our control and external levies that are imposed on us.
2. As a corporation we have matured over the last number of years and have developed the master plans and studies that enable staff to look at a 10-year horizon for all expenditures. While we have seen some long-term numbers for capital in the past, it is time to try to forecast all major expenditures – capital and operating for at least 10 years.
3. In discussion with staff, presenting the full budget to us as council at the October 19, 2026 council meeting is highly recommended. We will not be seeing piece by piece elements of the budget as we tried to do in previous years.
4. Of the key external levies, the education levy is one over which we have virtually no control. However, Council may have some influence over the budgets for OPP, DSSAB, Belvedere, and EMS/Ambulance through Council representatives appointed to those boards. I continue to encourage those representatives to consider the impact that budget decisions and tax increases will have on Seguin ratepayers. As Council, we need to continue challenging ourselves to ensure we are receiving good value for the services funded through these external levies.

Outlined below is a flowchart provided by the Ministry of Municipal Affairs and Housing which illustrates the various steps in the municipal budget process under the strong mayor powers.

Visual - Strong Mayor Budget Process



18

Finance Committee Input:

The Finance Committee reviewed the draft 2027 budget assumptions and provided several suggestions to help strengthen the budget process. Overall, the Committee felt the budget should focus less on simply maintaining current staffing levels and programs, and more on protecting core services, reviewing costs, finding efficiencies, avoiding structural deficits, maintaining reasonable reserves, and preserving flexibility for emergencies.

The Committee also recommended that Council be given a clearer picture of the major 2027 cost pressures, including inflation, compensation, insurance, external levies, OMPF funding, and pool operations. This should include the estimated levy impact of these pressures, as well as the impact of each 1% tax increase on typical waterfront and non-waterfront properties.

The Committee also suggested that capital items be clearly identified as either 2026 projects approved, 2026 carry-forward items, or new 2027 requests, with any available grant funding noted.

In addition, the Committee recommended that any MZO-related infrastructure debt be brought forward for Council's agreement on timing and amount, that reserve calculations be reviewed to exclude restricted or purpose-specific reserves where appropriate, and that staff confirm whether the

projected pool deficit funding is expected to continue in future years. This feedback will be used to support a more transparent, practical, and financially responsible 2027 budget process.

Strategic Plan Alignment:

Seguin Foundations

Practice Fiscal Responsibility – Trusted with the taxpayer dollar, make decisions and plan for a healthy financial future, investing responsibly and utilizing funding resources when possible.

Prepared by:



**Ann MacDiarmid,
Mayor**

Attachments:

- Schedule "A" – 2027 Seguin Township Budget Schedule.
- Schedule "B" – 2027 Seguin Township Budget Preliminary Assumptions/Inputs.
- Schedule "C" – Legislation Related to Strong Mayor Powers and Municipal Budgets.

Action	Date
1. Mayor's Report to Council on Budget Schedule and Process, including Preliminary Budget Assumptions	August 4, 2026
2. User Fee Recommendations review and direction by Council	September 21, 2026
3. Staff Proposed Draft Operating and Capital Budget presented to Council, including SLCP's, COLA, and User Fee changes, with estimated Preliminary Tax Rate increase	October 19, 2026
4. Written questions and comments from Council on budget due by	November 20, 2026
5. Amended Staff Proposed Operating and Capital Budget presented to Council	December 7, 2026
6. Mayor's Proposed Operating and Capital Budget to be made available to Council - Strong Mayor timelines start	January 1, 2027
7. Formal consideration of Strong Mayor's Budget by Council	January 18, 2027
8. Mayor's Proposed In year Adjustments to Township Operating and Capital Budgets to Council, including tax rate bylaw	April 19, 2027

Key Principles:

- Start with amended 5 year capital program, as adopted for 2026 – to be amended by Department Heads for current costing and availability, and extended out to 10 years where possible
- No debt or deficit, with the exception of infrastructure related to MZO (exact timing and amount to be determined) and Capital Leasing Program with Enterprise eFleets
- Continue to implement Comprehensive Asset Management Plan
- Maintain current staffing levels and programs, unless specifically identified
- All reserves to be positive over next 5 years; target of 25-30% of Operating Expenditures annually and at end of period

Background & Analysis:

- Current CPI for Canada is 2.8%, for Ontario 2.0% (June 2026)
- No significant cuts to OMPF
- Current staff complement - Projected grid movement of \$37,000, each 1% for COLA is approximately \$57,000
- Insurance increase expected to be 3-5% or \$19,000-\$32,000
- External levies –expect 2-4% (\$119,100 - \$238,200)
- 2022 Asset Management Plan recommended a tax rate increase of at least 1.5% per year to accommodate the infrastructure funding gap – amounts to \$259,828
- MPAC re-assessment for 2026 deferred again, no date currently in sight
- Annual operating contribution to Pool begins, expected to be approx. \$100,000

Taxes:

- 1% tax rate increase generates approximately \$173,206 in municipal tax revenue (before real growth)
- Current real growth taxation increase is just over \$111,000

Capital:

Major 2027 capital projects, per the 2026 capital budget:

➤ Zoning Bylaw Review	\$ 150,000
➤ Replace Plow trucks (Capital Leases)	\$ 662,096
➤ Replace Backhoe	\$ 225,000
➤ Blackwater Road	\$ 1,377,000
➤ Amended Road Strategy – Hamer Bay Road	\$ 105,105
➤ Amended Road Strategy – Blackstone Crane Lake Road	\$ 288,698
➤ Amended Road Strategy – Clear Lake Road	\$ 325,588
➤ Rosseau Memorial Hall Project	\$ 1,200,000
➤ Waste Strategy – phase 1	\$ 800,000

Strong Mayor Powers and the Municipal Budget

Amendments to the Municipal Act and Ontario Regulation 530/22

Municipal Act, 2001

The amendment to the Municipal Act, 2001 related to budget is set out in Section 284.16 Powers and duties re budget provides,

Powers and duties re. budget

284.16 (1) In accordance with this section and subject to the regulations, the powers and duties of a municipality with respect to proposing and adopting a budget are assigned to the head of council of the municipality.

Proposed budget

(2) The head of council shall, in accordance with the regulations, prepare a proposed budget for the municipality and provide the proposed budget to the council for the council's consideration.

Council may adopt or amend budget

(3) After receiving the proposed budget, council may, in accordance with the regulations, pass a resolution making an amendment to the proposed budget.

Veto power

(4) The head of council may, in accordance with the regulations, veto a resolution passed under subsection (3).

Override of veto

(5) Council may, in accordance with the regulations, override the head of council's veto under subsection (4) if two-thirds of the members of council vote to override the veto.

Adoption of budget

(6) The budget for the municipality shall be adopted in accordance with the regulations.

Same

(7) For greater certainty, the regulations may provide for the circumstances in which the budget is deemed to be adopted.

Ontario Regulation 530/22

O.Reg. 530/22 Sections 7, 8 and 9 provides,

Annual budget

7. (1) The head of council shall, on or before February 1 of each year,

(a) prepare a proposed budget for the municipality that includes the estimates of sums required under subsection 289 (1) or 290 (1) of the Act, as the case may be;

(b) provide the proposed budget to each member of council and to the clerk; and

(c) make the proposed budget available to the public.

(1.1) Despite subsection (1), the head of council may propose a budget for a year immediately following a year in which a regular election is held only in the year to which the budget applies.

(2) If the head of council does not propose a budget to council by February 1 in accordance with subsection (1), the council shall prepare and adopt the budget for the municipality.

(3) Subject to subsection (4), within 30 days after receiving the proposed budget from the head of council in accordance with clause (1) (b), the council may pass a resolution making an amendment to the proposed budget.

(4) A council may in a year pass a resolution to shorten the 30-day period referred to in subsection (3) for the year.

(5) If council does not pass a resolution under subsection (3) within 30 days, or, if a shorter period is set under subsection (4), within that period, the proposed budget shall be deemed to be adopted by the municipality.

(6) Subject to subsection (7), within 10 days after the expiry of the time period for council to pass a resolution under subsection (3), the head of council may veto a resolution passed by council under subsection (3) by providing on the day of the veto to each member of council and to the clerk a written veto document that includes the veto and the reasons for the veto.

(7) The head of council may in a year shorten the 10-day period referred to in subsection (6) for the year by providing to each member of council and to the clerk a written document specifying a shorter period.

(8) If the head of council vetoes a resolution in accordance with subsection (6), the resolution shall be deemed not to have been passed by council.

(9) If the head of council does not veto a resolution in accordance with subsection (6) within 10 days or, if a shorter period is set under subsection (7), within that period, the proposed budget shall be deemed to be adopted by the municipality.

(10) Subject to subsection (11), within 15 days after the expiry of the time period for the head of council to veto a resolution under subsection (6), council may override the head of council's veto if two-thirds of the members of council vote to override the veto.

(11) A council may in a year pass a resolution to shorten the 15-day period referred to in subsection (10) for the year.

(12) For greater certainty, the head of council may vote as a member of council in a vote to override a veto.

(13) If the council overrides the veto under subsection (10), subsection (8) does not apply, and the resolution shall be deemed to be passed by council.

(14) After the expiry of the time period for council to override the head of council's veto under subsection (10), the proposed budget is deemed to be adopted by the municipality.

Budget process — conflict of interest

8. If, under section 5.3 of the *Municipal Conflict of Interest Act*, the head of council is prohibited from using the power and exercising the duty under subsection 284.16 (2) of the Act to prepare the proposed budget for the municipality with respect to a matter,

(a) council may pass a resolution to amend the proposed budget with respect to the matter; and

(b) the head of council may not veto the resolution.

Budget process — in-year budget amendments

9. (1) The head of council may, for the purpose of raising an additional general upper-tier levy or a special upper-tier levy in the year under section 311 of the Act or a general local municipality levy or a special local municipality levy in the year under 312 of the Act, as the case may be, prepare a proposed budget amendment for the municipality and,

(a) provide the proposed budget amendment to each member of council and to the clerk; and

(b) make the proposed budget amendment available to the public.

(2) Subject to subsection (3), within 21 days after receiving the proposed budget amendment from the head of council in accordance with subsection (1), the council

may pass a resolution making an amendment to the proposed budget amendment.

(3) A council may in a year pass a resolution to shorten the 21-day period referred to in subsection (2) for the year.

(4) If council does not pass a resolution under subsection (2) within 21 days, or, if a shorter period is set under subsection (3), within that period, the proposed budget amendment shall be deemed to be adopted by the municipality.

(5) Subject to subsection (6), within 5 days after the expiry of the time period for council to pass a resolution under subsection (2), the head of council may veto a resolution passed by council under subsection (2) by providing to each member of council and to the clerk, on the day of the veto, a written veto document that includes the veto and the reasons for the veto.

(6) The head of council may in a year shorten the 5-day period referred to in subsection (5) for the year by providing to each member of council and to the clerk a written document specifying a shorter period.

(7) If the head of council vetoes a resolution in accordance with subsection (5), the resolution shall be deemed not to have been passed by council.

(8) If the head of council does not veto a resolution in accordance with subsection (5) within 5 days,

or, if a shorter period is set under subsection (6), within that period, the proposed budget amendment shall be deemed to be adopted by the municipality.

(9) Subject to subsection (10), within 10 days after the expiry of the time period for the head of council to veto a resolution under subsection (5), council may override the head of council's veto if two-thirds of the members of council vote to override the veto.

(10) A council may in a year pass a resolution to shorten the 10-day period referred to in subsection (9) for the year.

(11) For greater certainty, the head of council may vote as a member of council in a vote to override a veto.

(12) If the council overrides the veto under subsection (9), subsection (7) does not apply, and the resolution shall be deemed to be passed by council.

(13) After the expiry of the time period for council to override the head of council's veto under subsection (9), the proposed budget amendment is deemed to be adopted by the municipality.

Correspondence

Link to the [Association of Municipalities of Ontario \(AMO\) - Communications](#)

Link to the [Municipal Property Assessment Corporation \(MPAC\)](#)
[InTouch Newsletters](#)

Link to the [North Bay Parry Sound District Health Unit \(NBPSDHU\) - Communications](#)

Link to the [Good Roads \(GR\) - Communications](#)

Link to the [Ontario Heritage Trust - Communications](#)

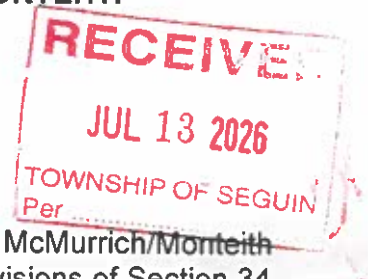
Link to the [Labour Market Group – Communications](#)

Link to the [Federation of Ontario Cottagers' Associations \(FOCA\) - Communications](#)

Link to the [Federation of Canadian Municipalities \(FCM\)](#)

CORPORATION OF THE TOWNSHIP OF MCMURRICH/MONTEITH

**NOTICE OF PASSING OF A ZONING BY-LAW
BY-LAW 31-2026
Housekeeping Amendment to Definitions**



TAKE NOTICE that the Council of the Corporation of the Township of McMurrich/Monteith passed By-law No. 31-2026 on the 7th day of July, 2026, under the provisions of Section 34 of the Planning Act, RSO 1990, c. P.13.

AND TAKE NOTICE that any person or agency may appeal to the Local Planning Appeal Tribunal in respect to By-law 31-2026 by filing with the Clerk of the Corporation of the Township of McMurrich/Monteith, no later than the **31st day of July, 2026**, a notice of appeal setting out the objection to the By-law, the reasons in support of the appeal, and the fee required by the Local Planning Appeal Tribunal.

Only individuals, corporations and public bodies may appeal a zoning by-law to the Local Planning Appeal Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or the group on its behalf.

No person or public body shall be added as a party to the hearing of the appeal unless, before the by-law was passed, the person or public body made oral submissions at a public meeting or written submissions to Council or, in the opinion of the Local Planning Appeal Tribunal, there are reasonable grounds to add the person or public body as a party.

LOCATION OF LANDS

The lands affected by By-law 31-2026 are all those identified by being shown in Table 4 of the parent Zoning By-law as permitting a "Community Centre; Place of Assembly; Place of Worship; or Restaurant".

THE PURPOSE and EFFECT of the proposed zoning by-law amendment is to amend Section 2 - "Definitions" and specifically the definitions of Community Centre; Place of Assembly; Place of Worship; and Restaurant. The proposed amendments to the definitions are intended to clarify and update the range of uses and activities that occur within these facilities.

Additional information relating to By-law 31-2026 is available for review during regular office hours (9:00 am to 4:30 pm)

Dated at the Township of McMurrich/Monteith this 7th day of July, 2026.

Cheryl Marshall
Clerk/Treasurer
Township of McMurrich/Monteith
31 William Street, PO Box 70
Sprucedale, On
P0A 1Y0
705-685-7901
www.mcmurrichmonteith.com

Corporation of the Township of McMurrich/Monteith

By-law No. 31-2026

Being a By-law to amend Zoning By-law No. 16-2016

"Housekeeping Amendment to Definitions"

WHEREAS the Council of the Corporation of the Township of McMurrich/Monteith provided direction to amend the Township of McMurrich/Monteith Zoning By-law 16-2016;

WHEREAS pursuant to the provisions of the Planning Act, R.S.O. 1990, Section 34, the Council of a Municipality may enact by-laws regulating the use of lands and the erection of buildings and structures;

WHEREAS Council has approved the housekeeping amendment and deems it appropriate to pass this By-law;

AND WHEREAS the Council of the Corporation of the Township of McMurrich/Monteith has determined that no further notice of meeting is required in accordance with Section 34(17) of the Planning Act, R.S.O. 1990;

NOW THEREFORE the Council of the Corporation of the Township of McMurrich/Monteith enacts as follows:

1. That Section 2.18 be amended to delete the definition of "**Community Centre**" and replace with the following new definition:

"**2.18 Community Centre:** Premises used for community activities, the control of which is vested in the Township or other Public Authority, and which may include accessory food services such as kitchens, concession facilities, and food service areas intended solely to serve users of the Community Centre and associated outdoor activity areas, but does not include a restaurant."

2. That Section 2.94 be amended to delete the definition of "**Place of Assembly**" and replace with the following new definition:

"**2.94 Place of Assembly:** Premises designed and used to accommodate gatherings of people, including but not limited to clubs, reception halls, funeral homes, conference centres, legion halls, community halls and lodges, for public or private events such as trade shows, banquets, and political or other conventions, and may include accessory food and beverage services, kitchen, bar, or serving facilities that are incidental and subordinate to the primary assembly use, but does not include a restaurant."

3. That Section 2.95 be amended to delete the definition of "**Place of Worship**" and replace with the following new definition:

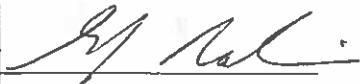
"**2.95 Place of Worship:** A church, chapel, temple, parish hall, mosque or synagogue, including but not limited to offices for the administration of the religious institution, convent, seminary, monastery, rectory, parsonage or parish house, and accessory food service facilities and activities incidental to the place of worship, including but not limited to kitchens, dining halls, fellowship halls, cafeterias, soup kitchens, and similar facilities used primarily to serve public or private religious, charitable, fundraising, community outreach or other community related functions, but does not include a restaurant."

4. That Section 2.109 be amended to delete the definition of "**Restaurant**" and replace with the following new definition:

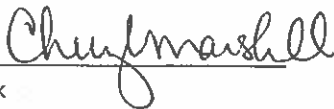
"2.109 Restaurant: A commercial establishment where food and/or beverages are prepared, processed, and offered to the public for sale, primarily for on-site consumption, and may also include take-out, delivery, or online ordered services. A restaurant may provide seated service, counter service, or self-service and may include the ancillary sale of alcoholic beverages, subject to applicable licensing. The use may occur within a stand-alone building or as part of a mixed-use development and may incorporate indoor and/or outdoor dining areas."

This By-law shall take effect from the date of its passage by Council and shall come into force in accordance with Section 34 of the Planning Act, R.S.O 1990, Ch P.13, as amended.

READ a first and second time this 7th day of JULY, 2026.



Mayor

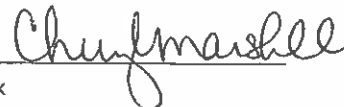


Clerk

READ a third time and passed this 7th day of JULY, 2026



Mayor



Clerk

Fw: Township of Summer Tourism Resources for Your Business

From info <info@seguin.ca>

Date Thu 7/9/2026 7:41 AM

To Donna McLeod <dmcleod@seguin.ca>



Township of Seguin
(705) 732-4300

From: Parry Sound Area Chamber of Commerce <manager-psachamber.ca@shared1.ccsend.com>

Sent: July 9, 2026 7:01 AM

To: info <info@seguin.ca>

Subject: Township of Summer Tourism Resources for Your Business

Parry Sound Chamber of Commerce
Summer 2025 Tourism Program Update

In Partnership with Parry Sound DBA Explorers' Edge | Resources for Local Businesses

As we head into our busiest season, we want to make sure you have the tools and information to make the most of visitor traffic this summer. Below are four key programs and resources available to you as a local business. **Please share these with your team.**

1 Visitor Exit Survey

What it is: A survey designed to capture visitor insights right here in Parry Sound - co-developed by the Parry Sound Chamber of Commerce and Explorers' Edge.

How you can help:

- Share the survey link in your business newsletters or on social media.
<https://www.surveymonkey.com/r/SV67YNQ>
- Request a rack card from the Chamber and hand it to tourists visiting your business.

2 Tourism Tip Tuesdays

Stay connected with weekly 60-second video clips delivered straight to your phone. Each Tuesday you'll receive timely updates on local events, community news, and insights drawn from the Visitor Exit Survey, so you can keep your staff informed and your customers impressed.

☰ Text **PSOUND** to **705-300-8894** to subscribe.

You can opt out at any time.

3 FlixBus Comes to Parry Sound

Explorers' Edge is proud to welcome FlixBus to Severn (Parry Sound Airport), Parry Sound and Ontario's Great Canadian Wilderness. This is a significant opportunity to attract new visitors who may not have considered Parry Sound as a destination before.

Route: Toronto Union Station → Parry Sound Airport → 118 Bowes St, Parry Sound

Schedule: Thursdays through Mondays, now through Thanksgiving

Fares starting from: \$20

Learn more: [FlixBus announcement](https://explorersedge.ca/news/explorers-edge-welcomes-flixbus-to-muskoka-and-ontarios-great-canadian-wilderness/) → <https://explorersedge.ca/news/explorers-edge-welcomes-flixbus-to-muskoka-and-ontarios-great-canadian-wilderness/>

Tourism Operator Toolkit: [FlixBus Media Kit for Operators](https://explorersedge.ca/resources/flixbus-tourism-operator-media-kit/) → <https://explorersedge.ca/resources/flixbus-tourism-operator-media-kit/>

The operator media kit includes promotional materials, talking points, and resources to help your business take advantage of new visitor arrivals via FlixBus.

4 Business Confidence Index — Results Now Live

The Explorers' Edge Business Confidence Index results are now available - an excellent resource to share with the business community. This annual survey reflects the outlook and confidence of tourism operators across the region, giving you valuable data to benchmark your own business and understand regional trends heading into the season.

View the full results: [Business Confidence Index](https://explorersedge.ca/resources/explorers-edge-business-confidence-index/) → <https://explorersedge.ca/resources/explorers-edge-business-confidence-index/>

Between FlixBus, the Visitor Exit Survey, Tourism Tip Tuesdays, and Chamber/BIA outreach — this is a great way to kick off Summer 2026. Thank you for helping us spread the word!



Join the Chamber: Chamber Benefits

Fw: Township of The July Digital Newsletter is here

From info <info@seguin.ca>

Date Fri 7/10/2026 9:54 AM

To Donna McLeod <dmcleod@seguin.ca>



Township of Seguin
(705) 732-4300

From: Parry Sound Area Chamber of Commerce <info-parrysoundchamber.ca@shared1.ccsend.com>

Sent: July 10, 2026 7:02 AM

To: info <info@seguin.ca>

Subject: Township of The July Digital Newsletter is here

Parry Sound Area Chamber of Commerce July 2026 Digital Newsletter

**Business Excellence Awards Nominations, Upcoming
Events, Funding, Grants, and much more!**

Parry Sound Area Chamber of Commerce July Digital Newsletter

Photo credit: Chris McDonald

[View July's Digital Newsletter](#)

2026 Business Excellence Awards



Nominate Now!

BUSINESS EXCELLENCE AWARDS GALA

October 1st 2026

Seguin Valley Golf Club
5:00 – 8:00pm



**EARLY BIRD
TICKETS ON
SALE NOW!**

\$90+tax until July 31st

Get Your Early Bird Tickets Now!



Parry Sound Area
Chamber of Commerce

Celebrating a Milestone?

We want to help you celebrate!

Email: memberservices@psachamber.ca



SHOP LOCAL BUY CANADIAN!

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- Discover Local Businesses
- Grow your Business
- Help your Local Community Thrive

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Chamber Perks
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"Please contact your Chamber for Membership PERKS information"



Support Local, Shop Local

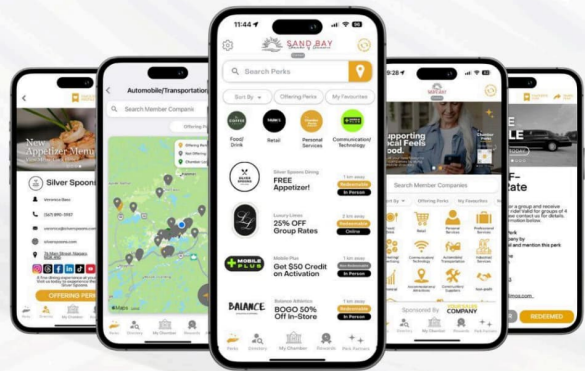


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Fw: Township of Last Chance to Submit Your Nomination

From info <info@seguin.ca>

Date Thu 7/16/2026 7:48 AM

To Donna McLeod <dmcleod@seguin.ca>



Township of Seguin
(705) 732-4300

From: Parry Sound Area Chamber of Commerce <manager-psachamber.ca@shared1.ccsend.com>

Sent: July 16, 2026 7:00 AM

To: info <info@seguin.ca>

Subject: Township of Last Chance to Submit Your Nomination



There is still time to submit your nomination for the Annual Business Excellence Awards!

Nominations close tomorrow, July 17th, and we want to make sure our local Chamber businesses and organizations have the opportunity to be recognized. This is your chance to nominate a business or organization that deserves to be celebrated for their service, leadership, community involvement, innovation, growth, or overall impact in the Parry Sound area.

Every nomination helps shine a spotlight on the businesses and organizations that work hard every day to support our community and make our region stronger.

Once nominations close, our team will begin reviewing submissions and preparing for the voting period, which will open shortly after.



Nominate Now

Join the Chamber: Chamber Benefits

Why JOIN the Chamber?

Let us help your business!



Fw: Township of Be a part of the 2026 Business Excellence Awards

From info <info@seguin.ca>

Date Mon 7/20/2026 8:28 AM

To Donna McLeod <dmcleod@seguin.ca>



Township of Seguin
(705) 732-4300

From: Parry Sound Area Chamber of Commerce <manager-psachamber.ca@shared1.ccsend.com>

Sent: July 20, 2026 7:15 AM

To: info <info@seguin.ca>

Subject: Township of Be a part of the 2026 Business Excellence Awards



2026 BUSINESS EXCELLENCE AWARDS

SPONSORSHIP PACKAGE



October 1st, 2026
Start At 5:00pm



Seguin Valley Golf Club



For Sponsorships

Call: (705) 746-4213

Email: Manager@psachamber.ca

DIAMOND SPONSOR

\$3000

what's included:

- Naming sponsor of the entire evening at the Seguin Valley Golf Club
- Logo on every piece of marketing material
- Up to 6 tickets to the event
- Your logo and video played as first slot on our telescroll throughout the evening
- A 5 min time slot for presentation with option to present awards by your company during the ceremony
- VIP treatment - early access to meet and greet guests



For Sponsorships
Call: (705) 746-4213
Email: Manager@psachamber.ca

GOLD SPONSOR

\$2000

TWO OPPORTUNITIES

what's included:

- Your logo on our telescroll throughout the evening and a short video to be played in conjunction with your slot
- Mentions on social media and marketing
- Recognition spot at the ceremony and option to present awards
- Up to 4 tickets to the event



For Sponsorships

Call: (705) 746-4213

Email: Manager@psachamber.ca

BRONZE SPONSOR

\$500

SIX OPPORTUNITIES

what's included:

- Your logo on our telescroll throughout the evening and a short write up
- One ticket to the event
- Recognition during the ceremony



For Sponsorships
Call: (705) 746-4213
Email: Manager@psachamber.ca

AWARD SPONSOR

\$350 EACH AWARD

- BUSINESS OF THE YEAR
- ENTREPRENEUR OF THE YEAR
- BUSINESS GROWTH
- INNOVATION & ADAPTABILITY
- RETAIL EXCELLENCE
- HOSPITALITY & TOURISM EXCELLENCE
- SKILLED TRADES & CONSTRUCTION EXCELLENCE
- PROFESSIONAL SERVICES EXCELLENCE
- OUTSTANDING CUSTOMER EXPERIENCE
- COMMUNITY ENGAGEMENT
- CHAMBER CHAMPION
- SEASONAL BUSINESS EXCELLENCE
- PEOPLE'S CHOICE

What's Included:

- Your business name on the award you choose to sponsor (based on availability)
- Shoutout during the award presentation
- Opportunity to present the award to the winner



For Sponsorships
Call: (705) 746-4213
Email: Manager@psachamber.ca



VENDOR SPONSOR

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EACH VENDOR

**Photographer
Musician/Entertainment
Photo Booth**

What's Included:

- Your logo on our telescroll throughout the evening



For Sponsorships
Call: (705) 746-4213
Email: Manager@psachamber.ca

Join the Chamber: Chamber Benefits

Fw: Township of Protecting Homes & Businesses Locally

From info <info@seguin.ca>

Date Mon 7/13/2026 8:35 AM

To Donna McLeod <dmcleod@seguin.ca>



Township of Seguin
(705) 732-4300

From: Parry Sound Area Chamber of Commerce <manager-psachamber.ca@shared1.ccsend.com>

Sent: July 13, 2026 7:00 AM

To: info <info@seguin.ca>

Subject: Township of Protecting Homes & Businesses Locally

Meet Ardco Security



This week's Business Spotlight is Ardco Security!

Reliable Local Security Solutions

Serving Parry Sound and the surrounding area since 1984, Ardco Security Inc. is a trusted local security specialist providing professional security systems, camera solutions, networking, and 24/7 monitoring for homes and businesses.

With a focus on reliable service, advanced technology, and personalized local support, Ardco Security offers peace of mind for families, business owners, and property owners looking to protect what matters most. Their team combines professional installation with fast response times and the level of care that comes from being rooted in the community.



What They Offer

Ardco Security provides full-service security solutions for residential and commercial properties, including:

- Monitored alarm systems
- Professional security camera installation
 - 4K camera systems
 - Smart alarm technology
 - Mobile viewing options
- IT and networking solutions
- 24/7 professional monitoring
 - Emergency availability
- Security system sales and installation

Through professional partnerships with industry leaders such as Alarm.com, Global Link, Ajax Systems, Uniview, and UniFi, Ardco Security is able to offer modern, dependable security technology backed by local service and support.



Built on Local Trust & Peace of Mind

Ardco Security was built to provide the Parry Sound and Muskoka regions with a truly local security option. Their goal is to give neighbours, families, and businesses a reliable and trustworthy choice for their security needs.

All Ardco Security products are backed by an industry-leading 3-year warranty, helping customers feel confident in their investment and supported long after installation. Their systems also offer smart control and mobile viewing, allowing customers to monitor their property from anywhere.

Summer Specials

Ardco Security is currently offering summer specials on select camera systems, including single-camera options, 4-camera systems, AIBase systems, Uniview systems, and UniFi systems.

For full details, pricing, and the best option for your property, contact Ardco Security directly.



Contact

Email: sandra@ardcosecurity.ca

Phone: 1(833) 817-3287

Address: 58 Gibson Street, Parry Sound

Visit Ardco Security

Fw: Township of Your free HR compliance session

From info <info@seguin.ca>

Date Thu 7/23/2026 8:14 AM

To Donna McLeod <dmcleod@seguin.ca>



Township of Seguin
(705) 732-4300

From: Parry Sound Area Chamber of Commerce <manager-psachamber.ca@shared1.ccsend.com>

Sent: July 23, 2026 7:00 AM

To: info <info@seguin.ca>

Subject: Township of Your free HR compliance session

Get Compliant For Free

No-strings offer

Book a free Canadian Compliance Launch Session with one of our team members. In that session, we:

- Complete a full HR, OHS, and legal risk assessment for your business
- Set up your compliant policy manual
- Activate 14 days of legislated training (WHMIS, AODA, Health & Safety, Harassment)
- Make sure you have all required workplace postings in place

No cost. No obligation. Just a solid compliance foundation — done for you, by a 100% Canadian team.

PARRY SOUND AREA CHAMBER OF COMMERCE PARTNERSHIP

Get Your Business **HR Compliant** For Free.

As a Parry Sound Area Chamber of Commerce member, you have exclusive access to a free Canadian Compliance Launch Session — a \$2,500+ value, at no cost to you.

[BOOK MY FREE SESSION ..](#)

The Parry Sound Area Chamber of Commerce has partnered with HR Covered — Canada's HR, Safety & Legal Risk Partner — to give every member access to a free compliance session. No strings attached. No auto-renewals. Ever.

WHAT'S INCLUDED IN YOUR FREE LAUNCH SESSION



Full HR, OHS & Legal Risk Assessment

We review your exposure and map your top risks in plain English. No jargon.



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A ready-to-use, jurisdiction-specific policy manual — delivered the same day.



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All mandatory workplace postings for your jurisdiction, covered from day one.



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Your whole team gets HR & safety training access — included free.



HR Hub Document Library — 1,000+ Compliant HR Documents — Access Free Here

Federally & provincially-compliant HR documents, policies, and forms — all up-to-date and ready to use. Exclusive complimentary access for Parry Sound Area Chamber of Commerce members.

WHY THIS MATTERS

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- 2 Get Compliant Today**
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— Darcy, Chief Services Officer, HR Covered | 25 Years in HR & Employment Law

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866.691.6438

partnerships@hrcovered.com

Join the Chamber: Chamber Benefits

THE CORPORATION OF THE MUNICIPALITY OF MATTAWAN

DATE July 9, 2026 Resolution No. 2026 - 069

MOVED BY Councillor LEMAIRE

SECONDED BY Councillor EDWARDS

WHEREAS, Public Health Sudbury & Districts has passed a Board of Health resolution calling on the Ministry of Health to increase reimbursement rates under the Healthy Smiles Ontario program to improve provider participation and access to dental care for children and youth; and

WHEREAS, the North Bay Parry Sound District Health Unit continues to observe similar barriers in Nipissing and Parry Sound districts, including limited provider participation and resulting challenges in accessing timely dental care for eligible children; and

WHEREAS, untreated dental disease in children can have significant health and developmental impacts and may lead to avoidable use of hospital-based dental services;

THEREFORE BE IT RESOLVED THAT, the Corporation of the Municipality of Mattawan supports the resolutions made by Public Health Sudbury and Districts and the North Bay Parry Sound District Health Unit calling on the Ministry of Health to increase reimbursement rates under the Healthy Smiles Ontario Schedule of Dental Services and Fees to align with the Ontario Dental Association Suggested Fee Guide for General Practitioners; and

FURTHERMORE BE IT RESOLVED THAT, this resolution be circulated to the Honourable Sylvia Jones, Minister of Health, the Chief Medical Officer of Health for Ontario, the Association of Local Public Health Agencies (alpha), the Ontario Dental Association, Health Unit Member Municipalities and all Ontario Boards of Health.

CARRIED Mayor Peter Murphy

DIVISION VOTE

NAME OF MEMBER OF COUNCIL	YEAS	NAYS
<u>Councillor Bell</u>	<u> </u>	<u> </u>
<u>Councillor Edwards</u>	<u> </u>	<u> </u>
<u>Councillor Lahaye</u>	<u> </u>	<u> </u>
<u>Councillor Lemaire</u>	<u> </u>	<u> </u>

RECEIVED

JUN 26 2026

June 25, 2026

SENT ELECTRONICALLY

The Honourable Sylvia Jones
Minister of Health/Deputy Premier
777 Bay Street, College Park, 5th Floor
Toronto, ON M7A 2J3
sylvia.jones@ontario.ca

Dear Honourable Minister Jones,

Re: Endorsement of Public Health Sudbury & Districts Advocacy re: Healthy Smiles Ontario Fee Schedule and Access to Dental Care

The North Bay Parry Sound District Health Unit (Health Unit) is writing to share a motion passed by its Board of Health at its meeting on June 24, 2026, endorsing the resolution of Public Health Sudbury & Districts regarding the Healthy Smiles Ontario (HSO) Schedule of Dental Services and Fees.

The Board of Health continues to observe significant barriers to oral health care access for children and youth within the Nipissing and Parry Sound districts. Limited provider participation in the Healthy Smiles Ontario program remains a key challenge, impacting timely access to preventive and treatment services for eligible children and youth.

Access to timely dental care is essential to supporting healthy growth and development. Untreated dental disease in children can lead to pain, infection, difficulty eating and sleeping, and can contribute to avoidable emergency department visits and hospital-based dental surgery.

As outlined in the resolution from Public Health Sudbury & Districts, reimbursement rates under the current Healthy Smiles Ontario Schedule of Dental Services and Fees remain substantially below the Ontario Dental Association Suggested Fee Guide for General Practitioners. This discrepancy continues to contribute to reduced provider participation and inequitable access to care across Ontario.

At its meeting on June 24, 2026, the Board of Health for the North Bay Parry Sound District Health Unit carried the following resolution #BOH/06/04:

Whereas, Public Health Sudbury & Districts has passed a Board of Health resolution calling on the Ministry of Health to increase reimbursement rates under the Healthy Smiles Ontario program to improve provider participation and access to dental care for children and youth; and

Whereas, the North Bay Parry Sound District Health Unit continues to observe similar barriers in Nipissing and Parry Sound districts, including limited provider participation and resulting challenges in accessing timely dental care for eligible children; and

Whereas, untreated dental disease in children can have significant health and developmental impacts and may lead to avoidable use of hospital-based dental services;

To: Honourable Minister Jones

Page: 2/2

Date: June 25, 2026

Therefore Be It Resolved That, the Board of Health for the North Bay Parry Sound District Health Unit endorse the resolution of Public Health Sudbury & Districts calling on the Ministry of Health to increase reimbursement rates under the Healthy Smiles Ontario Schedule of Dental Services and Fees to align with the Ontario Dental Association Suggested Fee Guide for General Practitioners; and

Furthermore Be It Resolved That, this resolution be circulated to the Honourable Sylvia Jones, Minister of Health, the Chief Medical Officer of Health for Ontario, the Association of Local Public Health Agencies (alPHA); the Ontario Dental Association; Health Unit Member Municipalities, and all Ontario Boards of Health.

The Board of Health for the North Bay Parry Sound District Health Unit respectfully urges the Ministry of Health to consider the actions outlined in the resolution in support of improving access to publicly funded oral health services for children and youth across Ontario.

Thank you for your continued leadership and commitment to improving oral health outcomes for Ontarians.

Sincerely,



Rick Champagne (Jun 25, 2026 14:31:59 EDT)

Rick Champagne
Chairperson, Board of Health



Dr. Carol Zimbalatti, CCFP, MPH
Medical Officer of Health/Executive Officer

/al

Copy to:

Dr. Kieran Moore, Chief Medical Officer of Health
Ontario Boards of Health
Association of Local Public Health Agencies (alPHA)
Health Unit Member Municipalities

**The Corporation of the Municipality of St. Charles
RESOLUTION PAGE**



Regular Meeting of Council

Agenda Number: 4.4.3.
Resolution Number 2026-158
Title: Correspondence - Armour - Hwy 11 and 17 - Rest Stops / Areas
Date: June 17, 2026

Moved by: Councillor Pothier
Seconded by: Councillor Laframboise

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby supports Resolution No. 2026-158 passed by the Township of Armour regarding rest stops and service areas along Highways 11 and 17;

AND BE IT FURTHER RESOLVED THAT a copy of this Resolution be sent to the Premier of Ontario, the Federation of Northern Ontario Municipalities, the Association of Municipalities of Ontario, our local Member of Provincial Parliament, and all Ontario Municipalities.

CARRIED


MAYOR

FW: Hwy 11 & 17 - Rest Stops/Areas

From Denis Turcot <cao@stcharlesontario.ca>

Date Wed 2026-05-27 03:14 PM

To Tammy Godden <clerk@stcharlesontario.ca>

 1 attachment (122 KB)

Motion 2026-158.pdf;

From: Ashley Soundy (Administrative Assistant) <admin@armourtownship.ca>

Sent: May 27, 2026 1:39 PM

To: communications@belleville.ca; cityclerksoffice@brampton.ca; clerks@brantford.ca; clerk@brockville.com; clerks@burlington.ca; clerks@cambridge.ca; administration@clarence-rockland.com; clerk@cornwall.ca; generalinquiries@dryden.ca; clerk@elliottlake.ca; clerks@greatersudbury.ca; clerks@guelph.ca; clerk@hamilton.ca; clerks@kawarthalakes.ca; service@kenora.ca; cityclerk@cityofkingston.ca; clerks@kitchener.ca; PPMclerks@london.ca; clerkspublic@markham.ca; city.clerk@mississauga.ca; clerk@niagarafalls.ca; clerksoffice@cityofnorthbay.ca; councilservices@orillia.ca; clclerks@oshawa.ca; info@ottawa.ca; clerks@owensound.ca; pembroke@pembroke.ca; clerks@peterborough.ca; clerks@pickering.ca; cityclerk@portcolborne.ca; clerk@quintewest.ca; clerks@richmondhill.ca; cityclerk@cityssm.on.ca; clerks@stcatharines.ca; info@stthomas.ca; clerks@stratford.ca; clerk@temiskamingshores.ca; clerk@thorold.com; cityclerk@thunderbay.ca; clerks@timmins.ca; clerk@toronto.ca; clerks@vaughan.ca; clerkinfo@waterloo.ca; clerk@welland.ca; clerks@citywindsor.ca; info@cityofwoodstock.ca; clerk@headclaramaria.ca; clerks@brant.ca; LWhite@brucecounty.on.ca; clerk@dufferincounty.ca; cao@elgin.ca; clerks@countyofessex.ca; jamini@frontenacounty.ca; clerks@grey.ca; info@haliburtoncounty.ca; bradleyc@hastingscounty.com; huronadmin@huroncounty.ca; clerk@county-lambton.on.ca; cao@lanarkhighlands.ca; tmckenzie@lennox-addington.on.ca; pshipway@middlesex.ca; matherm@northumberland.ca; clerksoffice@oxfordcounty.ca; clerk@perth.ca; clerk@peterborough.ca; clerks@pecounty.on.ca; info@countyofrenfrew.on.ca; clerks@simcoe.ca; jennifera@wellington.ca; clerk-treasurer@blrtownship.ca; cao@bayham.on.ca; clerk@municipalityofbluewater.ca; cdoiron@brighton.ca; info@brockton.ca; clerk@callander.ca; cao@calvintownship.ca; dwilson@centralelgin.org; clerk@centralhuron.com; ddeforge@centralmanitoulin.ca; cao@centrehastings.com; info@charltonanddack.com; ckclerk@chatham-kent.ca; clerks@clarington.net; tkretschmer@duttondunwich.on.ca; info@dysartetal.ca; monica.hawkins@eastferris.ca; Melanie Bouffard <clerk@frenchriver.ca>; clerk@gordonbarrieisland.ca; administration@greenstone.ca; clerks@greyhighlands.ca; info@hastingshighlands.ca; info@highlandseast.ca; clerk@huroneast.com; email@huronshores.ca; inquiries@municipalityofkillarney.ca; clerk@kincardine.ca; clerk@lakeshore.ca; clerks@lambtonshores.ca; clerks@leamington.ca; clerktreasurer@visitmachin.com; clerk@magnetawan.com; info@markstay-warren.ca; kmccConnell@marmoraandlake.ca; admin@mattawan.ca; lwest@mcdougall.ca; acroce@meaford.ca; clerk@middlesexcentre.ca; clerk@mississippimills.ca; thallam@morristurnberry.ca; neebing@neebing.org; clerk@northgrenville.on.ca; admin@northmiddlesex.on.ca; clerks@northperth.ca; clerk@northernbruce.ca; cao-clerk@oliverpaipoonge.on.ca; clerk@porthope.ca; clerk@powassan.net; municipality@redlake.ca; clerk@shuniah.org; clerk@siouxlookout.ca; clerk@town.southbruce.on.ca; clebrun@southdundas.com; clerk@southhuron.ca; info@southwestmiddlesex.ca; Denis Turcot <cao@stcharlesontario.ca>; clerk@strathroy-caradoc.ca; clerk@temagami.ca; jnethercott@thamescentre.on.ca; clerksoffice@trentfills.ca; clerk@trentlakes.ca; clerk@tweed.ca;

clerk@valharty.ca; info@wawa.cc; westelgin@westelgin.net; clerk@westgrey.com; info@westnipissing.ca; clerk@westperth.com; info@whitestone.ca; clerk@arran-elderslie.ca; jdenkers@brookealvinston.com; info@casselman.ca; clerk@nationmun.ca; clerks@norfolkcounty.ca; clerks@durham.ca; regionalclerk@halton.ca; clerk@niagararegion.ca; regional.clerk@peelregion.ca; regionalclerk@regionofwaterloo.ca; regionalclerk@york.ca; clerks@ajax.ca; clerk@amherstburg.ca; clerks@arnprior.ca; sue.bates@atikokan.ca; clerks@aurora.ca; clerks@town.aylmer.on.ca; clerk@bancroft.ca; info@blindriver.ca; lmcDonald@bracebridge.ca; info@brucemines.ca; agenda@caledon.ca; info@carletonplace.ca; cobalt@cobalt.ca; clerk@cobourg.ca; clerk@cochraneontario.com; Clerk@collingwood.ca; jmellon@deepriver.ca; gmaracle@deseronto.ca; clerks@eastwillimbury.ca; mrobinson@englehart.ca; Clerks@erin.ca; town@espanola.ca; clerks@essex.ca; acarter@forterie.ca; glecuyer@fortfrances.ca; clerk@gananoque.ca; clerks@georgina.ca; afisher@goderich.ca; aniemi@gorebay.ca; mail@townofgrandvalley.ca; info@gravenhurst.ca; info@greaternapanee.com; Administration-Office-General@grimsby.ca; valeriep@haltonhills.ca; civic@hanover.ca; sgirard@hawkesbury.ca; alemieux@hearst.ca; clerk@huntsville.ca; clerks@ingersoll.ca; clerksoffice@innisfil.ca; lparkin@innisfil.ca; Treasurer@Iroquoisfalls.com; Chantal.Guillemette@kapuskasing.ca; cindy.filmore@townofkearney.ca; skitchen@kingsville.ca; clerk@tkl.ca; jastrologo@lasalle.ca; jallen@latchford.ca; cao@laurentianhills.ca; clerks@lincoln.ca; clerk@marathon.ca; admin@mattawan.ca; clerks@midland.ca; sedgar@midland.ca; townclerk@milton.ca; info@town.minto.on.ca; ClerksOffice@townofmono.com; info@moosonee.ca; clerk@newtecumseth.ca; clerks@newmarket.ca; clerks@notl.com; info@townofnemi.on.ca; townclerk@oakville.ca; clerksdept@orangeville.ca; rjohnson@townofparrysound.com; clerks@pelham.ca; jlees@penetanguishene.ca; anoel@perth.ca; choward@petawawa.ca; petrolia@petrolia.ca; info@plympton-wyoming.ca; marmstrong@prescott.ca; rainyriver@tbaytel.net; info@renfrew.ca; clerk@saugeenshores.ca; clerk@shelburne.ca; info@smithsfalls.ca; townhall@townsr.ca; angie.cathrae@southbrucepeninsula.com; info@townofspanish.com; clerksoffice@town.stmarys.on.ca; clerks@tecumseh.ca; townclerk@thebluemountains.ca; debbie@thessalon.ca; clerks@tillsonburg.ca; clerk@wasagabeach.com; deputyclerk@wasagabeach.com; clerk@whitby.ca; clerks@townofws.ca; info@admastonbromley.com; clerk@addingtonhighlands.ca; info@adelaidemetcalfe.on.ca; clerk@adjtos.ca; alberton@jam21.net; info@alfred-plantagenet.com; info@algonquinhighlands.ca; clerks@ahtwp.ca; info@amaranth.ca; dan.thibeault@armstrong.ca; clerk@acwtownship.ca; clerk@antownship.ca; info@assignack.ca; athens@myhighspeed.ca; officeclerk@augusta.ca; admin@baldwin.ca; cmcgregor@twp.beckwith.on.ca; edance@billingstwp.ca; hlei@twpbrm.ca; smatheson@blandfordblenheim.ca; officeclerk@bonfieldtownship.com; annetteg@eganville.com; brethour@parolink.net; clerks@brock.ca; pgilchrist787@gmail.com; clerksoffice@carling.ca; clerk@carlowmayo.ca; admin@casey.ca; cpage@cavanmonaghan.net; cmacmunnn@centralfrontenac.com; Clerks@centrewellington.ca; info@chamberlaintownship.com; info@champlain.ca; cao@chapleau.ca; cao@chapple.on.ca; patty.sinnamon@chatsworth.ca; info@chisholm.ca; clerks@clearview.ca; brentstdenis@gmail.com; toc@colemantownship.ca; conmee@conmee.com; clerk@cramahetownship.ca; clerk@dawneuphemia.on.ca; dawsontwp@tbaytel.net; office@doriontownship.ca; info@dourodummer.on.ca; admin@dnetownship.ca; township@dubreuilville.ca; eftownship@ear-falls.com; clerks@eastgarafraxa.ca; hvilleneuve@easthawkesbury.ca; clerk@zorra.ca; clerk@twpec.ca; mail@ektwp.ca; cao@emo.ca; dmctavish@enniskillen.ca; llehr@essatownship.on.ca; clerk@evanturel.com; clerk@faraday.ca; nvachon@fauquierstrickland.com; jault@frontofyonge.com; jcollins@frontenacislands.ca; townshipofgauthier@hotmail.com; clerks@gbtownship.ca; clerks@georgianbluffs.ca; gillies@gilliestownship.com; clerk@greatermadawaska.com; clerks@get.on.ca; clerks@hamiltontownship.ca; 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bgravel@moonbeam.ca; townshipofmorley@gmail.com; clerk@mulmur.ca; CParoschy@muskokalakelakes.ca;
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resolutions@amo.on.ca; Scott.Aitchison@parl.gc.ca; graydon.smith@pc.ola.org

Subject: RE: Hwy 11 & 17 - Rest Stops/Areas

Good morning,

Please see the attached resolution from the Township of Armour regarding rest stops and service areas along Highways 11 and 17.

Should you require any additional information, please do not hesitate to contact our office.

Kind Regards,

Ashley Soundy

Administrative Assistant/Finance Clerk

Township of Armour

56 Ontario Street

P.O. Box 533

Burk's Falls, ON P0A 1C0

(705) 382-3332

admin@armourtownship.ca

www.armourtownship.ca





DISTRICT OF PARRY SOUND

56 ONTARIO STREET
PO BOX 533
BURK'S FALLS, ON
POA 1C0

(705) 382-3332

(705) 382-2954

Fax: (705) 382-2068

Email: admin@armourtownship.ca

Website: www.armourtownship.ca

Date: May 26, 2026

Motion # 2026-158

WHEREAS Highways 11 and 17 are critical transportation corridors connecting Northern Ontario communities and supporting national trade, tourism, emergency response, and economic development; and

WHEREAS Northern Ontario residents, travellers, commercial drivers, and emergency services rely on safe and accessible year-round highway infrastructure; and

WHEREAS many stretches of Highways 11 and 17 lack sufficient rest areas, washroom facilities, truck parking, warming centres, fuel access, and safe pull-off locations, particularly in remote areas of Northern Ontario; and

WHEREAS inadequate rest stop infrastructure contributes to driver fatigue, safety concerns, limited accessibility, and challenges for tourism and commercial transportation;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Armour calls upon the Government of Ontario and the Government of Canada to prioritize the development of new and upgraded highway rest stops and traveller infrastructure along Highways 11 and 17 across Northern Ontario; and

BE IT FURTHER RESOLVED THAT such infrastructure include year-round washrooms, safe parking areas, commercial truck parking, warming shelters, electric vehicle charging stations, fuel access, tourism information, and improved emergency communication services where feasible; and

BE IT FURTHER RESOLVED THAT the Province of Ontario work collaboratively with Northern municipalities, FONOM, NOMA, Indigenous communities, and industry stakeholders to identify priority locations for investment; and

BE IT FURTHER RESOLVED THAT this resolution be circulated to FONOM, NOMA, AMO, local MPPs and MPs, the Premier of Ontario, and Ontario municipalities.

Moved by:

Blakelock, Rod	☒
Brandt, Jerry	☐
Haggart-Davis, Dorothy	☐
Ward, Rod	☐
Whitwell, Wendy	☐

Seconded by:

Blakelock, Rod	☐
Brandt, Jerry	☒
Haggart-Davis, Dorothy	☐
Ward, Rod	☐
Whitwell, Wendy	☐

Carried / Defeated

Declaration of Pecuniary Interest by:

Recorded vote requested by:



DISTRICT OF PARRY SOUND

56 ONTARIO STREET
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(705) 382-3332

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Fax: (705) 382-2068

Email: admin@armourtownship.ca

Website: www.armourtownship.ca

Date: **May 26, 2026**

Recorded Vote:

Blakelock, Rod

Brandt, Jerry

Haggart-Davis, Dorothy

Ward, Rod

Whitwell, Wendy

For

☐☐☐☐☐

Opposed

☐☐☐☐☐



**Notice of Open House & Public Meeting
for Official Plan Amendment ("OPA") &
Zoning By-law Amendment ("ZBA")**

Application Nos.: O26-02 & Z26-06

Subject Lands: All lands within the Township

Take notice that Council is considering an amendment to the Township of Georgian Bay Official Plan pursuant to Section 22 of the Planning Act, R.S.O. 1990, c. P.13, and an amendment to the Township of Georgian Bay Comprehensive Zoning By-law 2014-75 pursuant to Section 34 of the Planning Act, R.S.O. 1990, c. P.13.



Open House Date: July 16, 2026 @ 4:30pm

Public Meeting Date: August 11, 2026 @ 9:00am (revised date)

Location: Council Chambers & online via Zoom

Purpose and Effect:

1. Accessory Residential Units:

The purpose and effect of the amendments are to align the Township's Official Plan and Zoning By-law 2014-75, as amended, with Provincial legislation and the District of Muskoka Official Plan by permitting up to two (2) additional residential units, in addition to a primary dwelling (for a maximum of three units) on urban residential and rural lands, subject to new zoning standards and regulations.

2. Source Water Protection:

To achieve conformity with Provincial legislation, the District of Muskoka Official Plan, and the South Georgian Bay Lake Simcoe Source Protection Plan, amendments to the Township's Official Plan and Zoning By-law 2014-75, as amended, are proposed. The amendments will introduce policies and provisions to regulate land uses that represent significant drinking water threats.

3. Housekeeping:

To correct typographical errors in the Township's Zoning By-law 2014-75, as amended, a housekeeping amendment is proposed.

A draft Official Plan Amendment, a draft Zoning By-law Amendment, and a summary of the proposed Zoning By-law Amendment are attached to this Notice.

Public Participation

Public participation is encouraged. You may take part by:

1. Submitting comments to the Planning Department by email at planning@gbtownship.ca, by regular mail, or by using the drop box located beside the front doors at the Administration Centre.

2. Requesting a Zoom link to attend the Open House and/or Public Meeting online by contacting planning@gbtownship.ca.
3. Attending the Open House and/or Public Meeting in person at the Council Chambers.
4. Contacting the Township Planner, Shania Wonfor by email at swonfor@gbtownship.ca or by phone at ext. 224.

One week prior to the Public Meeting, the Planning Council Agenda a Planning Services Report will be available at:
<https://georgianbay.civicweb.net/filepro/documents/240559/>

Council's Decision

If you wish to be notified of the decision of the Council on the proposed OPA, you must make a written request to the Clerk of the Township of Georgian Bay: clerks@gbtownship.ca.

Appeal

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Township of Georgian Bay to the Ontario Land to the Ontario Land Tribunal (OLT) but the person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Georgian Bay before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Township of Georgian Bay before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Dated this 8th day of July 2026.



Karen Way
Clerk

**THE CORPORATION OF
THE TOWNSHIP OF GEORGIAN BAY**

BY-LAW 2026-yyy

Being a By-law to amend Zoning By-law 2014-75, as amended, regarding Additional Residential Units, Source Water Protection, and Housekeeping in the Township of Georgian Bay;

(Township of Georgian Bay?)

WHEREAS Sections 34 of the Planning Act, R.S.O. 1990, Chapter P.13, as amended ("*Planning Act*"), provides Council for the Corporation of the Township of Georgian Bay with authority to pass and amend its comprehensive Zoning By-law Number 2014-75, as amended; and

WHEREAS the comprehensive Zoning By-law Number 2014-75, as amended, is in full force and effect; and

WHEREAS the Council for the Corporation of the Township of Georgian Bay has authority under Sections 17, 21, and 22 of the *Planning Act* and did concurrently pass By-law Number 2026-xxx to adopt Amendment Number xx to the Official Plan for the Township of Georgian Bay; and

WHEREAS Council considered it appropriate under Sections 34 and 36 of the *Planning Act* to amend the comprehensive Zoning By-law Number 2014-75, as amended, regarding the Subject Lands; and

WHEREAS Sections 24 and 34 of the *Planning Act* provide that By-law Number 2026-yyy takes effect upon final approval of Amendment Number xx to the Official Plan for the Township of Georgian Bay.

NOW THEREFORE the Council for the Corporation of the Township of Georgian Bay enacts as follows:

1. Section 4.8 is amended by removing and replacing the section with the following text:

4.8 Additional Residential Units

- a) A maximum of two (2) additional residential units shall be permitted per lot on lands zoned residential in the Urban Centres of MacTier and Port Severn, and on lands zoned Rural (RU), provided the lands are developed with a principal dwelling in the form of a detached dwelling, semi-detached dwelling, or townhouse dwelling.
- b) Where two (2) additional residential units are proposed on a lot, both may be located within the principal dwelling or one (1) may be located in a detached accessory building. In no case shall a detached accessory building contain two (2) additional residential units.
- c) A maximum lot coverage of 45% shall be permitted for the purpose of establishing additional residential units on lands in Urban Centres.
- d) On lands in Urban Centres which have frontage onto a waterbody, an accessory building containing an additional residential unit must be located in the side yard or the yard between the principal dwelling and the road.
- e) An additional residential unit located in a detached accessory building shall comply with the minimum yard requirements of the Zone in which it is located. Notwithstanding the applicable yard requirements:
 - i) the building shall be separated a minimum of 4 metres from the principal dwelling on the lot; and
 - ii) shall comply with the minimum setback requirements from environmental zones outlined in section 4.4 "Environmental Protection Area, Open Space and Natural State".
- f) The maximum building height for an accessory building containing an additional residential unit shall be 5 metres.
- g) The maximum gross floor area of an additional residential unit shall be 75% of the gross floor area of the principal dwelling or 112 square metres, whichever is less.

- h) Parking shall be provided for an additional residential unit in accordance with Section 5.2 "Parking" of this By-law.
 - i) On lands that are privately serviced, the septic system must be able to accommodate an additional residential unit(s), as determined by a qualified professional in consultation with the Building Department.
2. Section 4.9 is amended by removing and replacing the existing text with the following text:
- a) Unless specifically permitted by this By-law, only one (1) principal dwelling shall be permitted per lot.
 - b) Notwithstanding Section 4.9(a), additional residential units may be permitted in accordance with Section 4.8 "Additional Residential Units".
 - c) Unless specifically permitted by this By-law, only one (1) kitchen shall be permitted per dwelling unit.
 - d) An additional residential unit shall not be permitted in a Shoreline Residential (SR) Zone or Shoreline Residential Island (SRI) Zone unless expressly permitted elsewhere in this By-law.
3. Table 5.1 in Section 5.2.2 is amended by removing the row containing "Dwelling Unit, Accessory" and adding the following row:
- | | |
|-----------------------------|--------------------------|
| Additional Residential Unit | 1 parking space per unit |
|-----------------------------|--------------------------|
4. Table 8.1 in Section 8.2 and Table 9.1 in Section 9.2, are amended by removing the "Secondary Dwelling Unit" use and associated row.
5. Section 15.2 is amended by removing "j) Secondary Dwelling Unit" from the list of permitted uses.
6. Section 19 is amended by adding the following definition after the definition of "Addition":

Additional Residential Unit means a separate and self-contained dwelling unit that is subordinate to the primary dwelling and located within the same building or within a detached accessory building on the same lot.

7. Section 19 is amended by removing the following definitions:

Dwelling Unit, Accessory means a separate dwelling unit, which is contained in a building, which was originally designed as a single-family dwelling and continues to be occupied by the owner.

Dwelling Unit, Secondary means a secondary dwelling unit located within an existing detached, semi-detached or townhouse dwelling, which is clearly accessory or subordinate to the main dwelling unit.

8. Table 6.3 in Section 6.4 is amended by replacing "Secondary dwelling unit" with "Additional Residential Unit" in column 2 in the SR1-23 Zone.
9. Table 15.2 in Section 15.4 is amended by replacing "secondary dwelling unit" with "additional residential unit" in column 5 in the RU-16(H18) Zone.
10. Table 11.4 in Section 11.4 is amended by replacing "Dwelling unit, accessory" with "Dwelling, Accessory" in the CT1-4 Zone, CT1-5 Zone, and CT1-6 Zone.
11. Table 12.1 in Section 12.2 is amended by replacing "Dwelling Unit, Accessory" with "Dwelling, Accessory".
12. Section 4.1.5(c)(iii) is amended by adding reference to Section 4.1.8.
13. Section 4.1.10(l) is amended by replacing reference to "Section 4.1.14" with reference to "Section 4.1.10".
14. Section 4.1.11(e) is amended by replacing reference to "Section 4.1.15(d)" with reference to "Section 4.1.11(d)".
15. Section 4.1.9.2(d)(ii) is amended by adding a period to the end of the sentence.

16. Section 4.11(e)(i)2. is amended by deleting the underscore between the words "shoreline dwelling".
17. Section 5.3(d) is amended by replacing reference to "Section 5.3.1(a)" with reference to "Section 5.3(a)".
18. Table 6.3 is Section 6.4 is amended by re-ordering the exception zones in the Table so that "SR1-58" does not appear before "SR1-57".
19. Table 6.7 in Section 6.4 is amended by correcting a spelling error contained in the SR5-6 Zone so that it now states "Stewart Lake".
20. Table 6.8 in Section 6.4 is amended by correcting the duplication of exception numbers by renumbering the SR6-65(H) Zone associated with By-law 2025-094 to the SR6-67(H) Zone.
21. Map #111 of Schedule 'A' of the comprehensive Zoning By-law 2014-75, as amended, is amended by rezoning the lands municipally known as 182 Wild Rice Trail from the SR6-65(H) Zone to the SR6-67(H) Zone.
22. Table 7.7 in Section 7.4 is amended by replacing reference to "Section 4.10" in the SRI5-2 and SRI5-3 Zones with "Section 4.17".
23. Table 8.9 in Section 8.4 is amended by replacing reference to "Section 4.25" with reference to "Section 4.8" in the BR-2 Zone.
24. Section 15.3 is amended by replacing "Institutional" with "Rural".
25. Section 4.43 is amended by removing and replacing the section with the following text:

"4.43 Source Water Protection

This section applies to the areas within the Intake Protection Zone One (IPZ-1), Intake Protection Zone Two (IPZ-2), and Municipal Intake Protection (IPZ-M) Overlay Zones. The regulations set forth in this section shall apply to the applicable Overlay Zone in addition to those regulations set forth in the underlying Zone. In the event of a conflict between the

regulations of the Overlay Zone and the underlying Zone, the regulations of the Overlay Zone shall prevail.

- a) The following uses and activities are prohibited in IPZ-1 and IPZ-2 Overlay Zones where they are determined to constitute significant drinking water threats:
 - i) Waste disposal sites within the meaning of Part V of the Environmental Protection Act (excluding storage of wastes described in clauses (p), (q), (r), (s), (t), or (u) of the definition of hazardous waste (O.Reg.347) and storage of hazardous or liquid industrial waste);
 - ii) Large (more than 10,000 Litre) on-site sewage system;
 - iii) "Agricultural source material" storage facilities;
 - iv) "Non-agricultural source material" storage facilities;
 - v) Commercial fertilizer storage facilities;
 - vi) Pesticide storage facilities;
 - vii) Road salt storage facilities;
 - viii) Snow storage facilities;
 - ix) Fuel storage facilities;
 - x) "Dense Non-Aqueous Phase Liquid" (DNAPL) storage facilities; and
 - xi) "Organic solvent" storage facilities.
- b) In IPZ-1 Overlay Zones, outdoor confinement or farm animal yards determined to constitute a significant drinking water threat are prohibited.

- c) In Municipal Intake Protection Zones, development is not permitted unless:
 - i) The District of Muskoka is satisfied that the proposal will not have detrimental impact on the sourced water, water infrastructure, or human health and safety.
 - ii) Where an Indigenous community water supply intake or infrastructure may be affected, the Indigenous community is satisfied that the proposal will not have detrimental impact on the sourced water, water infrastructure, or human health and safety.
 - d) Where a Risk Management Official has issued written confirmation that a use constitutes a significant drinking water threat, that use shall be prohibited within the applicable zone.
 - e) For the purposes of this Section and the Source Protection regulations contained within this By-law, any term not defined is subject to the definitions located in the South Georgian Bay Lake Simcoe Source Protection Plan.”
26. This By-law shall come into full force and effect as of the date of approval without appeal of the concurrent Amendment Number xx to the Official Plan for the Township of Georgian Bay.

READ AND ADOPTED in Open Council this ____ day of _____, 2026.

DEEMED ENACTED in Open Council this ____ day of _____, 2026.

Peter Koetsier, Mayor

Karen Way, Clerk

Summary of Proposed Zoning By-law Amendment

Additional Residential Units

The Zoning By-law Amendment would permit up to two additional residential units (ARUs) per lot in Urban Centres and Rural (RU) zones where a principal dwelling exists, for a total of up to 3 dwelling units on a lot. Both additional units may be allowed inside of or attached to the main dwelling, or one of the additional units may be allowed in a detached accessory building. New performance standards include a maximum 45% lot coverage in Urban Centres, a 5 metre height limit for accessory buildings, a minimum 4 metre separation from the principal dwelling, compliance with environmental setbacks, and parking requirements of one space per additional unit. Additional provisions regulate placement on waterfront properties and limit the size of ARUs to 75% of the principal dwelling or 112 m², whichever is less. The amendment also removes outdated “secondary dwelling unit” restrictions to better reflect current provincial direction. Finally, the terminology is updated by replacing “secondary dwelling unit” with “additional residential unit,” with all related permissions consolidated into a dedicated section of the By-law for clarity.

Source Water Protection

The Zoning By-law Amendment readdresses Section 4.43 to limit its application to the Port Severn and Rope Subdivision municipal intakes, matching the limits governed under the South Georgian Bay Lake Simcoe Source Protection Plan. The amendment introduces a new provision prohibiting development in an Intake Protection Zone located outside of the Source Protection boundaries, unless it is confirmed, to the satisfaction of the District of Muskoka and First Nation Community where applicable, that the proposed development will not negatively impact source water quality, water infrastructure, or human health and safety. Notwithstanding Section 4.43 a), a new provision establishes that where a Risk Management Official has issued written confirmation that a use constitutes a significant drinking water threat, that use shall be prohibited within the applicable area.

Housekeeping

The Zoning By-law Amendment would correct current inadvertent typographical errors in the Township’s Zoning By-law 2014-75.

Proposed Official Plan Amendment

Part 2 – The Amendment

2.1 Introduction

This part of the document entitled Part 2 – The Amendment consists of the text that constitutes Amendment Number xx to the Official Plan for the Township of Georgian Bay.

2.2 Details

2.2.1. Section E.4.1.1.6 to the Official Plan is replaced with the following text:

“The development of an additional residential unit is permitted subject to the policies in section I.1.7 ‘Additional Residential Units’ of this Plan.”

2.2.2. Section I.1.7 to the Official Plan is added following Section I.1.6 with the following text:

“I.1.7 Additional Residential Units

I.1.7.1 Additional Residential Units (ARUs) shall be permitted to provide a range of housing options, including affordable and rental housing, support gentle residential intensification, and make efficient use of existing infrastructure and services.

I.1.7.2 ARUs shall be permitted in the residential land use designation within the Township’s Urban Centres and on Rural lands, subject to the following:

- a) A maximum of three (3) residential units per lot shall be permitted in the following forms:
 - two (2) residential units within the principal dwelling and one (1) residential unit within an accessory building; or
 - three (3) residential units within the principal dwelling.

- b) ARUs may be located within a single-detached, semi-detached, or townhouse dwelling, and/or an

accessory building, subject to the provisions of the implementing Zoning By-law.

- c) In the Rural land use designation, ARUs shall have adequate private water supply and sewage disposal systems, demonstrated to the satisfaction of the Township.
- d) Where an ARU is proposed, appropriate regard for natural heritage features and areas is required, in accordance with section D.1 'Natural Heritage' of this Plan.

I.1.7.3 The implementing Zoning By-law shall establish standards for ARUs, including but not limited to provisions respecting:

- a) Building height, setbacks, and lot coverage;
- b) Parking requirements and location;
- c) The location of ARUs within principal dwellings or accessory buildings; and,
- d) Servicing, including water, sewage, and drainage.

I.1.7.3 The development of an ARU that does not comply with the applicable provisions of the implementing Zoning By-law, shall have regard to:

- a) The location of the ARU in relation to natural heritage features and areas, natural hazards, and buildings on neighbouring properties;
- b) The size and height of the ARU in relation to the lot coverage, and the principal dwelling unit on the lot;
- c) The presence of native vegetation and the extent to be retained, maintained, or enhanced for the purpose of buffering and screening the ARU; and
- d) The location of services and utility lines."

2.2.3. Section F.3.3.1.5 to the Official Plan is replaced with the following text:

"An Additional Residential Unit is prohibited in the Waterfront Designation."

2.2.4. Section G.1.3.2 to the Official Plan is replaced with the following text:

"Residential development is limited to a detached dwelling, including accessory uses such as an additional residential unit, home occupation, or home industry, as well as accessory buildings and structures. Additional residential units are subject to the policies of Section I.1.7."

2.2.5. Section J 'Glossary of Terms' is amended by removing the following definition of Secondary Dwelling Unit:

Secondary Dwelling Unit – Means a secondary residential unit in an existing residential detached dwelling, townhouse dwelling or semi-detached dwelling, which is clearly accessory or subordinate to the main dwelling unit.

2.2.6. Section J 'Glossary of Terms' is amended by adding the following definition of Additional Residential Unit:

A separate and self-contained dwelling unit that is subordinate to the primary dwelling and located within the same building or within a detached accessory building on the same lot.

2.2.7. Section D.2.1.1.3 is replaced with the following text:

"In accordance with Sections 39 and 40 of the Clean Water Act, 2006, all decisions of the Township under the Planning Act and Condominium Act within the Source Protection Area shall:

- a) Conform with the significant threat policies and designated Great Lakes policies of the South Georgian Bay Lake Simcoe Source Protection Plan; and
- b) Have regard to all other policies of the Source Protection Plan.

Where there is a conflict between this Official Plan and the Source Protection Plan, the policy providing the greatest protection to the quality and quantity of drinking water shall prevail.

Source Protection policies apply to lands and water within the boundaries of the South Georgian Bay Lake Simcoe Source Protection Plan, including the Port Severn Intake Protection Zone. The Rope Subdivision intake is located within the Township of Tay, however a portion of the affected lands surrounding the intake are located within the Township of Georgian Bay.

Beyond the boundaries of the South Georgian Bay Lake Simcoe Source Protection Plan, development shall not be permitted within Municipal Intake Protection Zones, being the area within 1,000 metres of a municipal or Indigenous community water supply intake or sanitary sewage outfall, unless:

- a) The District of Muskoka is satisfied that the proposal will not have detrimental impact on the sourced water, water infrastructure, or human health and safety. The Mactier intake is located beyond the boundaries of the Source Protection Plan; and
- b) Where an Indigenous community water supply intake or infrastructure may be affected, the Indigenous community is satisfied that the proposal will not have detrimental impact on the sourced water, water infrastructure, or human health and safety."

2.2.8. Section D.2.1.1.4 is replaced with the following text:

"The policies of this Section shall protect drinking water at its source by preventing, eliminating, or reducing significant drinking water threats in accordance with the Clean Water Act, 2006."

2.2.9. Section D.2.1.1.5 is replaced with the following text:

"The quality and quantity of groundwater and surface water resources shall be protected, maintained, and, where possible, enhanced."

2.2.10. Section D.2.1.1.6 is replaced with the following text:

"These policies shall apply to all existing and proposed land uses and activities within Vulnerable Areas to ensure that:

- a) Activities do not become significant drinking water threats; and
- b) Existing significant drinking water threats are mitigated or eliminated in accordance with the Source Protection Plan."

2.2.11. Section D.2.1.1.7 is replaced with the following text:

"*Development* shall not be permitted where it would result in a significant drinking water threat or otherwise conflict with the policies of the applicable Source Protection Plan.

The Township shall require, where appropriate, hydrogeological studies, stormwater management reports, or other technical evaluations to demonstrate that the proposed development:

- a) Conforms with significant threat policies; and
- b) Will not adversely affect the quality or quantity of groundwater or surface water."

2.2.12. Section D.2.1.1.8 is replaced with the following text:

"Source Protection Overlay areas identified on Schedule 'B' – Port Severn Land Use Designations, on Schedule 'C' – Mactier Land Use Designations, and on Appendices 11.1, 11.2, 11.3, and 11.4 - Water Resources to the Official Plan represent Vulnerable Areas as defined under the Clean Water Act, 2006, and Municipal Intake Protection Zones established by this Plan. The Source Protection Overlay areas include the following:

- a) Intake Protection Zone One (IPZ-1): One (1) kilometre circle around the intake;
- b) Intake Protection Zone Two (IPZ-2): Area where water can reach the intake in a specified time;
- c) Municipal Intake Protection Zone: The area within 1,000 metres of a municipal or Indigenous community water supply intake or sanitary sewage outfall located outside the

boundaries of the South Georgian Bay Lake Simcoe Source Protection Plan;

d) Highly Vulnerable Aquifers; and

e) Significant Groundwater Recharge Areas.

These overlay areas shall be used to implement policies of the Source Protection Plan and to guide land use planning decisions.

The location and extent of the Source Protection Overlay areas shown on Appendix 11 - Water Resources may be updated without amendment to this Plan where refined through studies approved by the Source Protection Authority."

2.2.13. Section D.2.1.4.1 is replaced with the following text:

"New uses proposed through an application under the Planning Act shall be subject to pre-consultation with the Planning Department and/or Risk Management Official to determine whether the proposed use would be a significant threat to drinking water.

The Township may require, where appropriate, hydrogeological studies, stormwater management reports, or other technical evaluations to identify the scope of issues and/or technical requirements that shall be addressed before such a use is permitted."

2.2.14. Section D.2.1.4.2 is added, following section D.2.1.4.1, with the following text:

"Development proposed through an application under the Planning Act within Significant Groundwater Recharge Areas identified in Appendix 11 - Water Resources shall be subject to pre-consultation with the Planning Department and/or Risk Management Official to determine whether the proposal has the potential to negatively impact groundwater recharge rates.

The Township may require, where said impact is identified, hydrogeological studies, stormwater management reports, or other technical evaluations to determine that the proposed development maintains pre-development recharge rates."

2.2.15. Section D.2.1.6.1 is replaced with the following text:

"Uses and activities within IPZ-1 or IPZ-2 Zones that are identified in the applicable Source Protection Plan as significant drinking water threats shall be:

- a) Prohibited where the Source Protection Plan requires prohibition (in accordance with Section 57 of the Clean Water Act, 2006); or
- b) Permitted only where a Risk Management Plan has been approved (in accordance with Section 58 of the Clean Water Act, 2006)."

2.2.16. Section D.2.1.6.2 is added, following section D.2.1.6.1, with the following text:

"Without limiting the generality of the foregoing, the following uses and activities are prohibited within IPZ-1 and IPZ-2 Zones where they are determined to constitute significant drinking water threats in accordance with the Source Protection Plan:

- a) Waste disposal sites within the meaning of Part V of the Environmental Protection Act (excluding specified exempt waste types);
- b) Large on-site sewage systems (greater than 10,000 L);
- c) Agricultural source material storage facilities;
- d) Non-agricultural source material storage facilities;
- e) Commercial fertilizer storage facilities;
- f) Pesticide storage facilities;
- g) Road salt storage facilities;
- h) Snow storage facilities;
- i) Fuel storage facilities;
- j) Dense Non-Aqueous Phase Liquid storage facilities; and

k) Organic solvent storage facilities.

For greater certainty, the above list reflects common activities identified in the Clean Water Act, 2006 as drinking water threats and shall be interpreted in a manner consistent with the Source Protection Plan.

The Risk Management Official shall determine whether a use or activity constitutes a significant drinking water threat and whether the activity is subject to prohibition or risk management in accordance with the Source Protection Plan."

- 2.2.17. Section D.2.1.6.3 is added, following section D.2.1.6.2, with the following text:

"Within IPZ-1 Overlay Zones, outdoor confinement or farm animal yard uses or activities determined to constitute a significant drinking water threat are prohibited."

- 2.2.18. Section D.2.1.6.4 is added, following section D.2.1.6.3, with the following text:

"Existing uses and activities that are identified as significant drinking water threats shall be brought into conformity with the requirements of the Source Protection Plan.

Where required, existing activities shall:

- a) Cease where prohibition policies apply; or
- b) Be subject to an approved Risk Management Plan within the timelines established by the Source Protection Plan."

- 2.2.19. Section D.2.1.7.1 is replaced with the following text:

"An application under the Planning Act within an IPZ-1 or IPZ-2 Zone where a use or activity may constitute a significant drinking water threat shall not be deemed complete unless accompanied by a Section 59 Notice issued by the Risk Management Official.

The Township shall not approve any application unless it is consistent with the requirements of the Clean Water Act, 2006 and conforms with the applicable Source Protection Plan."

- 2.2.20. Section D.2.1.12 'Zoning Implementation' is added with the following text:

"The Township shall implement the policies of this Section through Zoning By-laws that:

- a) Reflect Source Protection Overlay Areas;
- b) Prohibit land uses where required by the Source Protection Plan; and
- c) Regulate land uses requirement Risk Management Plans.

Zoning By-laws shall conform with the significant threat policies of the Source Protection Plan."

- 2.2.21. Section D.2.1.8.1 is replaced with the following text:

"For the purposes of this Section, any term not defined in this Official Plan shall have the same meaning as in the applicable Source Protection Plan and, where applicable, the Clean Water Act, 2006."

- 2.2.22. Section D.2.1.9.2 is revised by adding the following text at the end of the existing policy/sentence:

"Stormwater management facilities within Vulnerable Areas shall be designed to prevent or reduce significant drinking water threats and shall conform with the policies of the Source Protection Plan."

- 2.2.23. Section D.2.1.9.5 is replaced with the following text:

"New *development* within Intake Protection Zones shall not be permitted unless:

- a) In the case of IPZ-1 or IPZ-2 Zones, it conforms with the applicable Source Protection Plan and is demonstrated not to result in a significant drinking water threat;
- b) In the case of Municipal Intake Protection Zones:
 - . It has been demonstrated to the satisfaction of the District of Muskoka that it will not have detrimental

impact on the sourced water, infrastructure, or human health and safety; or

- . Where an Indigenous community water supply intake or infrastructure may be affected, the Indigenous community is satisfied that the proposal will not have detrimental impact on the sourced water, infrastructure, or human health and safety.”

2.2.24. Section D.2.1.10.1 is replaced with the following text:

“New municipal sewage services shall be located outside Vulnerable Areas where they would constitute a significant drinking water threat, in accordance with the Source Protection Plan.”

2.2.25. Section D.2.1.10.2 is revised by adding the following to the end of the existing policy/sentence:

“to demonstrate conformity with the SPP.”

2.2.26. Section D.2.1.10.3 is replaced with the following text:

“Where an individual on-site sewage system would constitute a significant drinking water threat, development shall only be permitted where:

- a) It conforms to applicable provincial guidelines (e.g., Ministry of the Environment, Conservation, and Parks); and;
- b) It conforms with the Source Protection Plan, including any requirement for a Risk Management Plan;
- c) In the case of Municipal Intake Protection Zones:
 - . It has been demonstrated to the satisfaction of the District of Muskoka that it will not have detrimental impact on the sourced water, infrastructure, or human health and safety; or
 - . Where an Indigenous community water supply intake or infrastructure may be affected, the Indigenous community is satisfied that the proposal will not have detrimental impact on the sourced water, infrastructure, or human health and safety.”

2.2.27. Section D.2.1.11.1 is replaced with the following text:

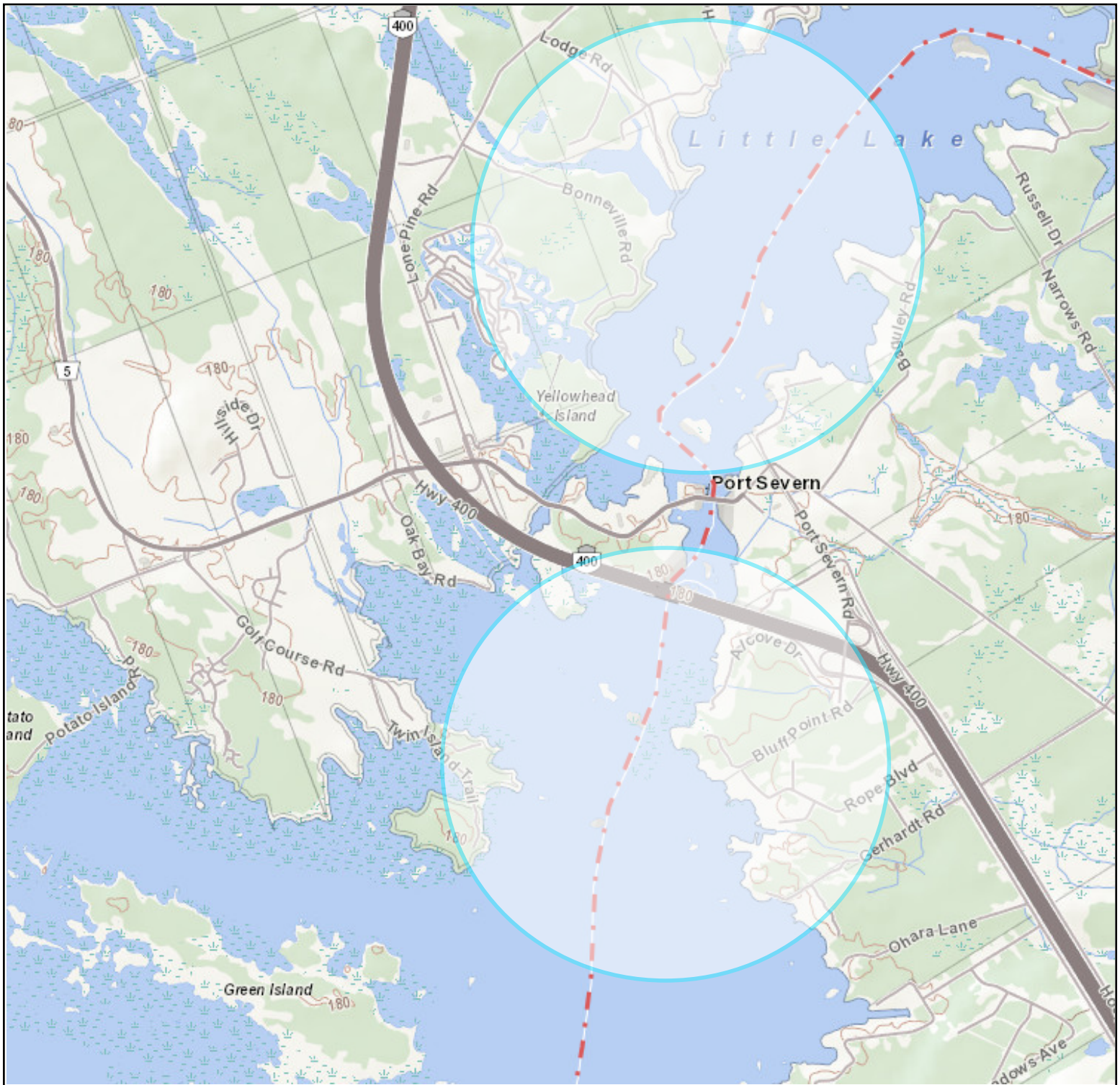
"The Township shall assist the Source Protection Authority, the District of Muskoka, and the province in implementing monitoring, education, and outreach programs required by the Source Protection Plan.

The Township shall undertake such programs where identified as an implementing body under the Source Protection Plan."

2.2.28. The following maps included as Schedule "A" to this Amendment are added as appendices after Appendix 10:

- Appendix 11.1 – Water Resources (Port Severn Intake Protection Zones)
- Appendix 11.2 – Water Resources (Mactier Municipal Intake Protection Zone)
- Appendix 11.3 – Water Resources (Moose Deer Point Municipal Intake Protection Zone)
- Appendix 11.4 – Water Resources (Highly Vulnerable Aquifers and Significant Groundwater Recharge Areas)

Schedule "A" to Amendment Number XX



Source: Ministry of the Environment, Conservation and Parks Source Protection Information Atlas

0.6km



Township of
Georgian Bay
MUSKOKA

Official Plan

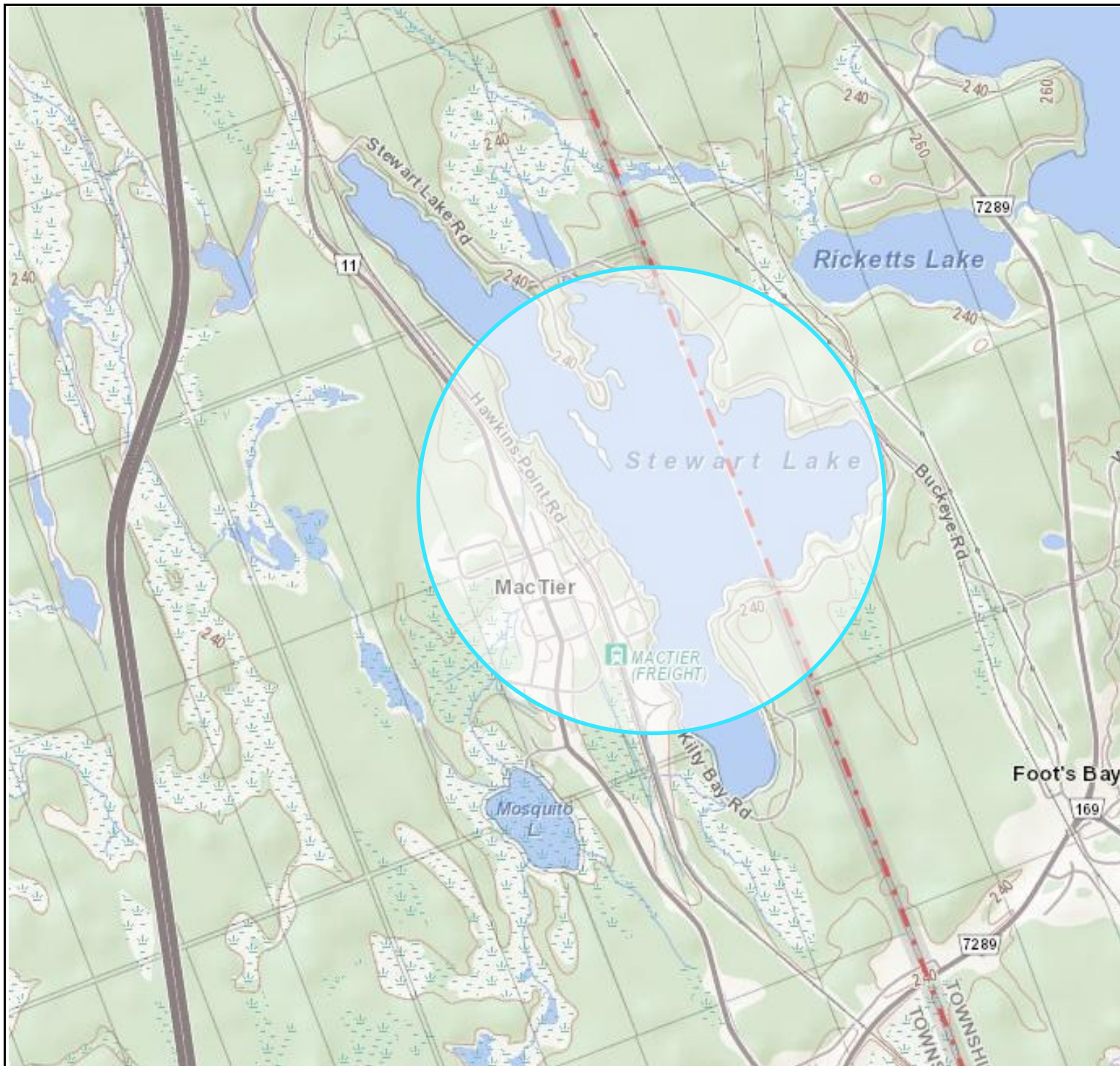
Appendix 11.1 - Water Resources (Port Severn Intake Protection Zones)



Township
Boundary



Intake Protection Zones



Source: Ministry of the Environment, Conservation and Parks Source Protection Information Atlas

0.6km



**Township of
Georgian Bay**
MUSKOKA

Official Plan

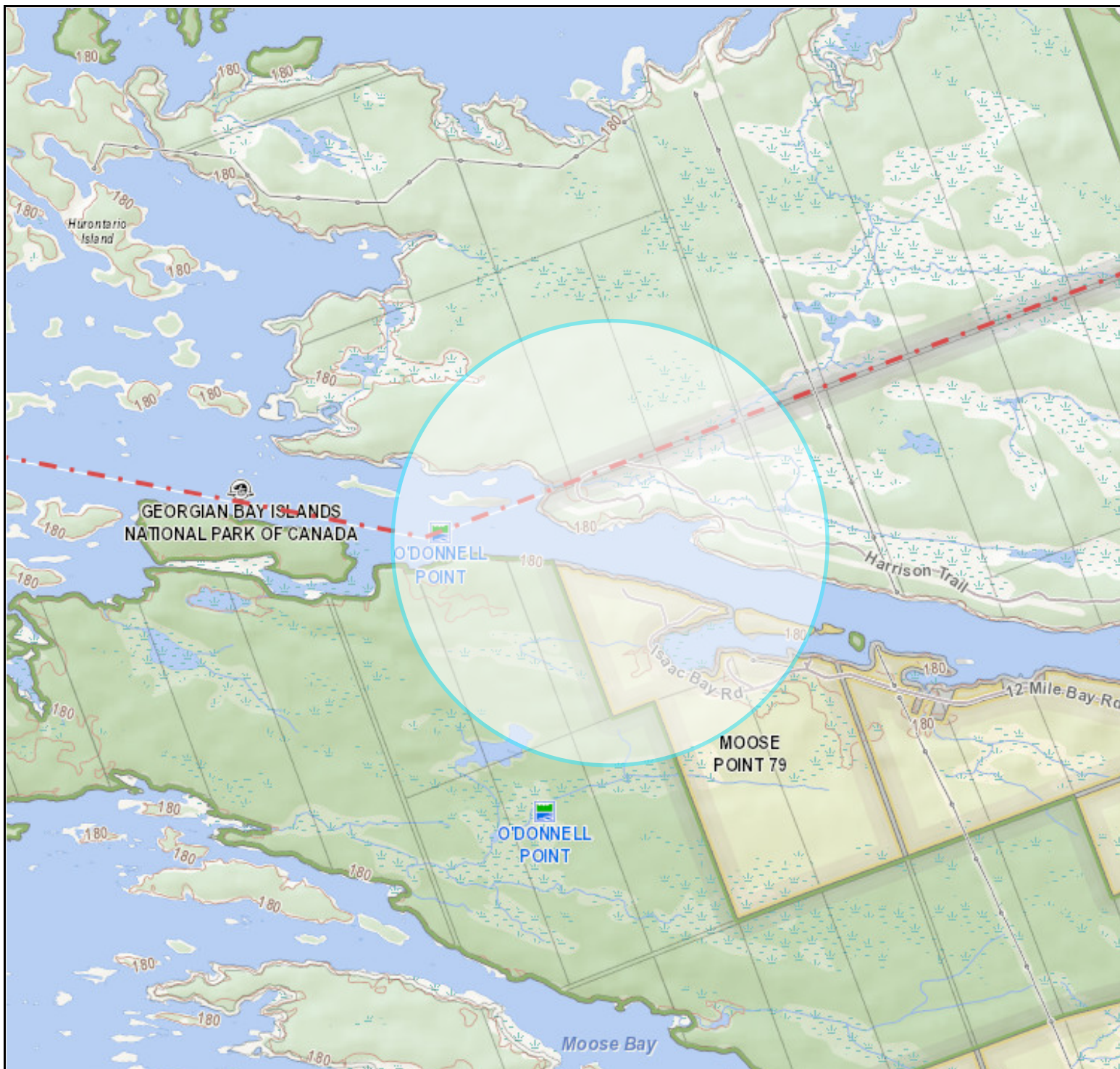
Appendix 11.2 - Water Resources (MacTier Municipal Intake Protection Zone)



Township
Boundary



Intake Protection Zone



Source: Ministry of the Environment, Conservation and Parks Source Protection Information Atlas

0.6km



**Township of
Georgian Bay**
MUSKOKA

Official Plan

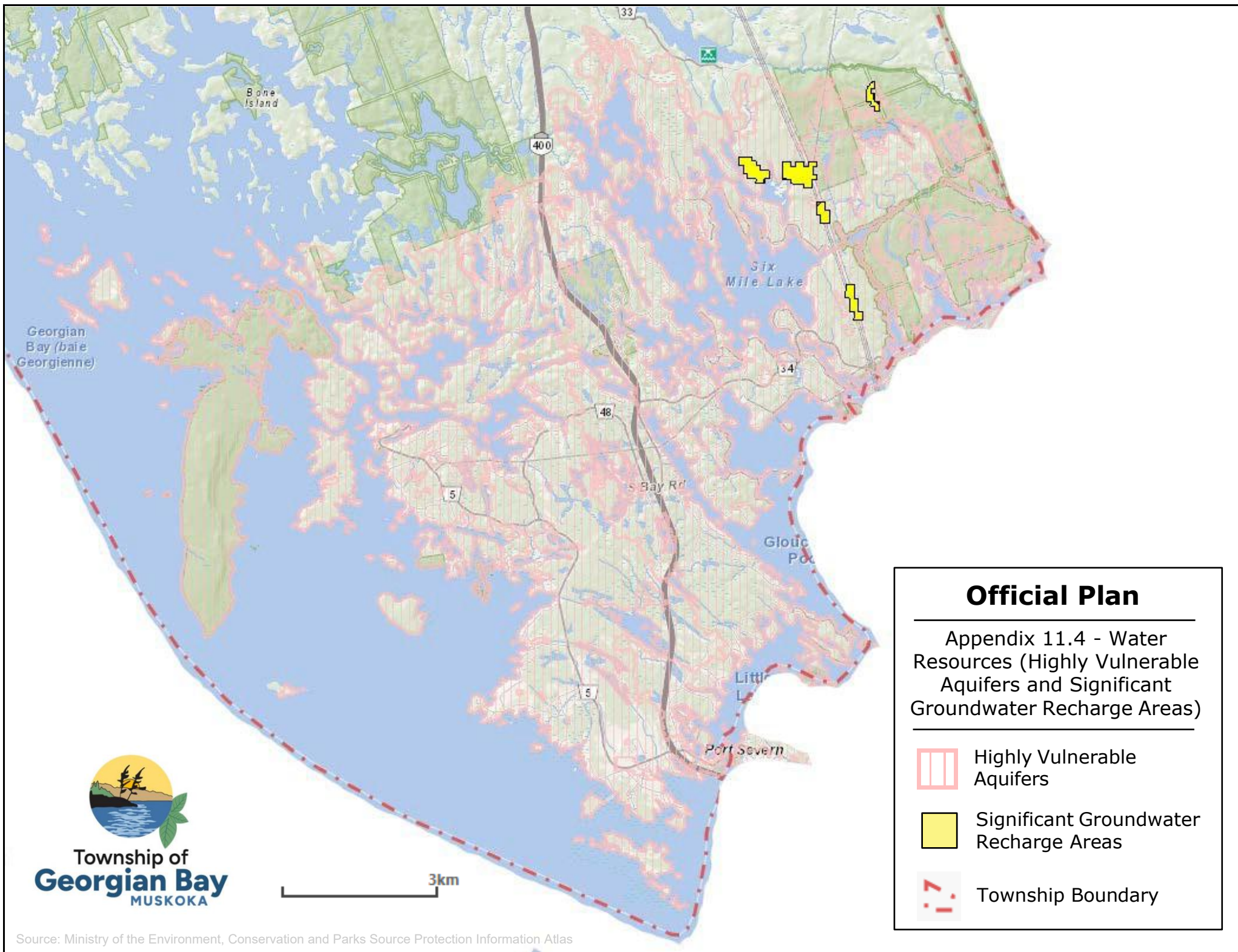
Appendix 11.3 - Water Resources (Moose Deer Point Municipal Intake Protection Zone)



Township
Boundary



Intake Protection Zone



Council Meeting

Motion # 06/24/26 - 15
Title: Extend Deadline for Notice of Intention to Designate Listed Heritage Properties
Date: Wednesday, June 24, 2026

Moved by: Beth Blackwell
Seconded by: Jennifer Prenger

Whereas amendments to the Ontario Heritage Act under the More Homes Built Faster Act, 2022 introduced timelines requiring municipalities to issue Notices of Intention to Designate for properties listed on municipal heritage registers as of December 31, 2022, originally requiring action by January 1, 2025; and

Whereas the Province subsequently amended the legislation through the Homeowner Protection Act, 2024 to extend the deadline to January 1, 2027 in response to concerns raised by municipalities and heritage stakeholders; and

Whereas the Municipality of Kincardine currently has 155 properties listed on the Municipal Heritage Register; and

Whereas municipalities require sufficient time and resources to undertake research, documentation, consultation, and evaluation to determine whether listed properties warrant designation under the Ontario Heritage Act; and

Whereas the removal of listed properties from municipal heritage registers if the prescribed timelines are not met may place cultural heritage resources at increased risk of demolition or irreversible alteration before municipalities have the opportunity to properly evaluate their cultural heritage value or interest; and

Whereas many municipalities do not have dedicated heritage planning staff and must rely on volunteer Heritage Advisory Committee members or external heritage consultants to undertake property evaluations, which can result in additional financial and administrative pressures; and

Whereas municipalities across Ontario are facing significant workloads associated with evaluating listed properties; and

Whereas the Municipality of Kincardine Heritage Kincardine Committee, at its meeting of June 16, 2026 recommended that Council advocate to the Province of Ontario for a further extension to the current deadline; now therefore be it Resolved that:

1. The Council of the Municipality of Kincardine endorse the recommendation of its Heritage Kincardine Committee and respectfully request that the Province of Ontario further amend the Ontario Heritage Act to extend the January 1, 2027 deadline for issuing Notices of Intention to Designate for properties listed on municipal heritage registers; and
2. The Province consider extending the deadline to January 1, 2030, or another reasonable timeframe that would provide municipalities with adequate time to complete heritage evaluations and make informed designation decisions; and
3. This resolution be circulated to the Minister of Citizenship and Multiculturalism, the Minister of Municipal Affairs and Housing, the local Member of Provincial Parliament, the Association of Municipalities of Ontario, the Ontario Municipal Heritage Committee Association, and all Ontario municipalities for their information and consideration.

'Carried'

Tracey Guy

Signed with ConSignO Cloud (2026/07/06)
Verify with verifio.com or Adobe Reader.



Clerk

July 16, 2026

Via email only

Re: Request for Provincial Action on the Accuracy of Municipal Voters' Lists

Please be advised that during their Regular Council meeting held July 14, 2026, Council passed the following resolution:

Resolution No. **R2026-273**

Moved by Councillor Franzen

Seconded by Deputy Mayor Armstrong

That Council support the following resolution from the County of Peterborough regarding Request for Provincial Action on the Accuracy of the Municipal Voters' Lists:

Whereas the Province of Ontario shifted responsibility of the municipal election voters list from MPAC to Elections Ontario by amending the Municipal Elections Act, 1996, through the Helping Tenants and Small Businesses Act, 2020, effective after the 2022 municipal election; and

Whereas many of the eight lower-tier Township elector lists presented by Elections Ontario have discrepancies in voter counts from the 2022 municipal election, specifically in the number of eligible non-resident property owners which are significantly lower than the 2022 numbers; and
Whereas Elections Ontario has acknowledged the discrepancies and is planning to address them;

Now therefore be it resolved that the Corporation of the County of Peterborough urges the Province of Ontario to immediately encourage prioritization of the review of data specifically related to non-resident property owners to ensure voter lists are as accurate as possible prior to August 14, 2026; and

That this resolution be forwarded to the Premier, the Minister of Municipal Affairs and Housing, the local MPPs, AMO, ROMA, AMCTO, EOWC, FOCA, all Ontario municipalities and the eight lower-tier Township Clerks for support.

Carried.

Sincerely,

Mayor and Council of the Municipality of Trent Lakes

cc: All Ontario municipalities
Peterborough County Lower Tier Municipalities

Fw: Letter of Support for Council's Unanimous Denial of the Rosseau Springs Development Applications

From info <info@seguin.ca>

Date Thu 7/16/2026 2:50 PM

To Donna McLeod <dmcleod@seguin.ca>



Township of Seguin
(705) 732-4300

From: harrymartyniuk@aol.com <harrymartyniuk@aol.com>

Sent: July 16, 2026 2:31 PM

To: Ann MacDiarmid <annmacdiarmid@seguin.ca>; Ken Adams <kenadams@seguin.ca>; Mario Buszynski <mariobuszynski@seguin.ca>; Ted Collins <tedcollins@seguin.ca>; Terry Fellner <terryfellner@seguin.ca>; Gail Finnsen <gailfinnsen@seguin.ca>; Greg Getty <greggetty@seguin.ca>; Craig Jeffery <cjeffery@seguin.ca>; info <info@seguin.ca>; info@lrna.ca <info@lrna.ca>

Cc: Claudia <czuccarini1@gmail.com>

Subject: Letter of Support for Council's Unanimous Denial of the Rosseau Springs Development Applications

Dear Mayor Mueller and Members of Council,

I am writing to thank you for your **unanimous decision** to deny all applications associated with the Rosseau Springs proposal, including the Official Plan Amendment, Zoning By-law Amendment, and Draft Plan of Subdivision. That every member of Council stood behind this decision sends an unambiguous message: the application did not meet the planning standards Seguin has set for itself, and Council was united in upholding them.

Council's decision followed the recommendation of Township planning staff, who reviewed the applications in detail and concluded they should not be approved. That recommendation rested on sound, well-established planning grounds:

- The subject lands are designated Rural/Resource under the Seguin Official Plan, a designation intended to protect forests, water, and habitat, and to limit growth to modest infilling — not large-scale subdivision.
- The site is not located within a settlement area, which is where both the Official Plan and the Provincial Planning Statement direct growth to occur.
- The scale and density of the proposed development were inconsistent with the surrounding rural character and with the policies the Official Plan was written to uphold.

- Based on the submissions reviewed, this does not appear to be an "affordable housing" development, despite characterizations to that effect, and should not be weighed against the provincial housing-supply objectives properly reserved for genuine affordable housing initiatives.
- Nor is this a turnkey development. Based on the submissions, the model is one in which purchasers acquire an undeveloped lot and are individually responsible for constructing their own dwelling, septic system, and water well — a materially different proposition than the finished, move-in-ready housing the "affordable housing" framing might suggest.

Council's unanimous vote to deny the applications was not an arbitrary decision — it was a considered, policy-grounded determination, consistent with the Official Plan and the Provincial Planning Statement, and one that deserves to be upheld through any subsequent proceedings. I understand this matter may not be concluded. Under the Planning Act, the applicant has 30 days to appeal Council's decision to the Ontario Land Tribunal. Should that happen, the Township will need to defend both its Official Plan and this unanimous decision before a Tribunal that will independently assess the applications' consistency with the Provincial Planning Statement and conformity with Seguin's Official Plan.

I want to encourage Council to act early rather than reactively. Specifically, I ask that you:

- Commit financial resources now to secure experienced legal counsel capable of properly defending the Township's Official Plan and Council's decision at the OLT.
- Retain independent expert witnesses in planning, environmental, and related fields to support that defence.
- Establish a dedicated legal defence fund, so the Township is not caught scrambling for resources if and when an appeal is filed.
- Begin building a planning framework and strategy now, in anticipation of an appeal, rather than waiting until one is confirmed.

A unanimous Council decision, grounded in staff's own recommendation and in the Township's adopted planning policies, is exactly the kind of decision the Ontario Land Tribunal should be asked to uphold. But that outcome depends on the Township being prepared — with the legal counsel, expert evidence, and resources needed to defend it fully.

Thank you again for your unanimous decision, and for your continued commitment to sound, principled planning in Seguin Township.

Sincerely,

Harry Martyniuk and Family

15 Winchester Dr.

July 14, 2026

Dear Mayor MacDiarmid and Members of Council,

I want to sincerely thank you for your recent decision to deny the subdivision applications that threatened the character and integrity of our community. Your commitment to upholding the Township's Official Plan shows real courage and demonstrates that you truly understand what matters most to your neighbors and constituents: preserving our community's unique identity, protecting our natural heritage, and ensuring the thoughtful, sustainable growth we have worked so hard together to achieve.

However, as we all know, this decision is just the beginning of what will likely be a lengthy and expensive legal battle. I'm writing to you today because Council must now take decisive action to ensure the Township is fully prepared to defend its planning framework through what may be a protracted Ontario Land Tribunal (OLT) process—and I earnestly ask for your continued commitment to see this through.

I strongly urge Council to commit now to allocating the necessary financial resources to:

- Secure experienced legal counsel with specialized expertise in municipal planning law and OLT proceedings to properly defend the Township's Official Plan
- Retain independent expert witnesses in planning, environmental science, traffic engineering, and other relevant disciplines whose testimony will be critical to our case
- **Establish a dedicated legal defense fund** specifically earmarked for this purpose, ensuring that financial constraints do not compromise our ability to mount a vigorous and sustained defense

I also respectfully request that Council establish a comprehensive planning framework and response strategy in the event an appeal is filed, so that the Township can act swiftly and decisively from the outset.

Our community has invested countless hours in developing an Official Plan that reflects our collective vision for responsible growth and environmental stewardship. We cannot allow that work to be undermined by inadequate preparation or insufficient resources. Please, I'm asking you to see this through with the same determination and courage you demonstrated in denying these applications. Our residents are counting on you, and we need your continued leadership now more than ever.

Thank you for your dedication to protecting the future of our community. Your support means everything to those of us who call this place home.

Respectfully,

Berinda Post and Marcus Lecuyer

26 Birch Boulevard, Seguin, ON P0C1J0

Berinda_post@hotmail.com Marcus.lecuyer.sn@gmail.com

416-997-0084

Matthew Voore-Lewis
21C Maplehurst Rd, Rosseau ON, P0C1J0
mattvoorelewis@gmail.com 416-452-2123
23/06/2026

Mayor Ann MacDiarmid and Members of Council Township of Seguin 5 Humphrey Drive Seguin, ON
P2A 2W8

Subject: Rosseau Springs 49-Lot Subdivision Denial at July 6, 2026 Meeting, and Next Steps

I am writing this email as I want to give my sincere thanks for the unanimous rejection of the Rosseau Springs applications on July 6th. I and many others in the community were concerned with the steps that Rosseau Springs was trying to take, so we were all very glad that the Council stuck with the recommendation from the Staff Report.

I have however heard that it's possible that Rosseau Springs may attempt to file an appeal with the Ontario Land Tribunal, so unfortunately it seems that there may be more to come on this issue.

In the event that they do proceed with the appeal, I hope that we can count on you all to continue with this fight, and to uphold the findings of the Staff Report. I understand that going through the appeal process can be costly and time consuming for all involved, however I believe that this is an important and worthwhile cause to fight for, and I hope you all believe so as well.

Sincerely,

Matthew Voore-Lewis

21C Maplehurst Rd, Rosseau ON, P0C1J0
mattvoorelewis@gmail.com 416-452-2123

Fw: Seguin Township...and the Rosseau Springs proposed development....

From Craig Jeffery <cjeffery@seguin.ca>
Date Mon 7/20/2026 10:24 PM
To Donna McLeod <dmcLeod@seguin.ca>

From: bernadette davidson <bdavidso2003@yahoo.ca>
Sent: Monday, July 20, 2026 7:53 PM
To: Craig Jeffery <cjeffery@seguin.ca>
Subject: Fwd: Seguin Township...and the Rosseau Springs proposed development....

Subject: Fwd: Seguin Township...and the Rosseau Springs proposed development....

Subject: Fwd: Seguin Township...and the Rosseau Springs proposed development....

As long term Muskoka cottagers including Cameron Bay we were greatly relieved with the recent town council vote outcome. The proposal as has been reported created a very divisive environment on many fronts. The process was long and arduous but to the credit of the Seguin township staff it was very professional and extremely well researched and communicated. As a seasonal resident it is reassuring to know that our full time political representatives are committed ; diligent and united in upholding and defending the townships Official Plan. There were many significant reasons for supporting the townships Official Plan and these reasons were fully and thoroughly communicated in the public hearings. However, I would like to reiterate that one of the most significant and succinct reasons was that this development proposal was " not in the public's interest"...very true and accurate words and sentiments.

So to you mayor ; your elected council members ; the staff and consultants thank you for your diligence and focus on a vote outcome that represented the majority opinion of the residents. You and your council have significantly built a higher level of trust and confidence with the township

residents that will hold all of us in good stead...regardless of what the next steps may be in the future as it pertains to this R.S. proposal. But to be clear , the R.S. development proposal based on the facts and submissions by the Seguin staff and the Seguin council unanimous vote should not be appealed by the developers to the OLT and the case should be considered closed . However, if the developer proceeds with the OLT and again loses then I would fully expect all costs associated with this appeal to be borne by the developer.

Once again..thank you for a job well done.

Best Regards

Ron and Bernadette Davidson

20 Rossmoyne Rd.

Rosseau



The Town of The Blue Mountains Council Meeting

Title: Justine Brotherston, Municipal Clerk, Township of Puslinch
Date: Monday, July 13, 2026
Time: 6:23 PM

Moved by: Councillor Maxwell
Seconded by: Councillor McKinlay

THAT Council of the Town of The Blue Mountains receives for information the June 5, 2026, correspondence from Justine Brotherston, Municipal Clerk, Township of Puslinch, regarding Support for Halton Hill's March 24, 2026 Resolution Regarding Modernizing Ontario's Invasive Plants Rules to Protect Taxpayers, Municipal Lands, Agriculture, Natural Heritage and Local Gardens;

AND THAT Council directs staff to provide a staff report in response to the resolution regarding invasive species;

AND THAT Council directs staff to circulate this resolution of support to the Premier of Ontario, the Minister of Municipal Affairs and Housing, Minister of Agriculture, Food and Agribusiness, Local Members of Provincial Parliament, the Association of Municipalities (AMO) and all Ontario Municipalities for consideration and support

YES: 6

NO: 0

ABSENT: 1

The motion is Carried

YES: 6

Deputy Mayor Bordignon	Councillor Ardiel	Councillor Hope	Councillor Maxwell
Councillor McKinlay	Councillor Porter		

NO: 0

ABSENT: 1

Mayor Matrosovs



Hon. Mike Harris
Ministry of Natural
Resources
Suite 1802
438 University Avenue
Toronto, ON M5G 2K8
VIA EMAIL:
mike.harrisco@pc.ola.org

Hon. Trevor Jones
Minister of Agriculture,
Food and Agribusiness
11th Floor
77 Grenville St.
Toronto, ON M7A 1B3VIA
EMAIL:
trevor.jones@pc.ola.org

Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0
www.puslinch.ca

June 30, 2026

Hon. Rob Flack
Ministry of Municipal
Affairs and Housing
17th Floor
777 Bay St.
Toronto, ON M7A 2J3
VIA EMAIL:
rob.flack@pc.ola.org

Hon. Todd J. McCarthy
Ministry of Environment,
Conservation and Parks
5th Floor
777 Bay St.
Toronto, ON M7A 2J3
VIA EMAIL:
todd.mccarthy@pc.ola.org

RE: 6.16 Halton Hills Modernizing Ontario's Invasive Plants Rules to Protect Taxpayers, Municipal Lands, Agriculture, Natural Heritage and Local Gardens

Please be advised that Township of Puslinch Council, at its meeting held on March 24, 2021 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2026-202:

S

Moved by Councillor Bailey and
Seconded by Councillor Sepulis

That the Consent Agenda item 6.16 be received for information; and

Whereas Council supports the Towns of Halton Hills' resolution;

That Council direct staff to send a support resolution accordingly.

CARRIED



As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,

Justine Brotherston
Municipal Clerk

June 5, 2026

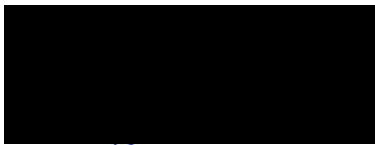
Honourable Doug Ford, Premier of Ontario
Via Email

Re: Modernizing Ontario's Invasive Plants Rules to Protect Taxpayers, Municipal Lands, Agriculture, Natural Heritage and Local Gardens

Please be advised that Council of the Town of Halton Hills at its meeting of Monday June 1, 2026, adopted Resolution No. 2026-0107 regarding Modernizing Ontario's Invasive Plants Rules to Protect Taxpayers, Municipal Lands, Agriculture, Natural Heritage and Local Gardens.

Attached for your information is a copy of Resolution No. 2026-0107.

Respectfully,



Melissa Lawr, AMP, Dipl.M.A.
Deputy Clerk – Legislation

cc. Ontario Minister of Natural Resources
Ontario Minister of Agriculture, Food and Agribusiness
Ontario Minister of Municipal Affairs and Housing
Ontario Minister of the Environment, Conservation and Parks
Federal Minister of Environment and Climate Change
Federal Minister of Agriculture and Agri-Food
Halton area MPs and MPPs
Region of Halton
HRFA
OFA
Conservation Halton
Credit Valley Conservation
Grand River Conservation Authority
AMO
ROMA
FCM
Ontario Invasive Plant Council
Landscape Ontario
Canadian Nursery Landscape Association
All Ontario municipalities



THE CORPORATION
OF
THE TOWN OF HALTON HILLS

Resolution No.: 2026-0107

Title: Modernizing Ontario's Invasive Plants Rules to Protect Taxpayers, Municipal Lands, Agriculture, Natural Heritage and Local Gardens

Date: June 1, 2026

Moved by: Councillor J. Brass

Seconded by: Councillor C. Garneau

Item No. 12.3

WHEREAS invasive plants, shrubs, vines, groundcovers, ornamental species, seeds and nursery stock can cause significant damage to municipal infrastructure, roadsides, stormwater systems, parks, trails, natural heritage areas, agricultural lands, woodlots, shorelines, private property and local biodiversity;

AND WHEREAS Ontario municipalities and conservation authorities are estimated to spend approximately \$50.8 million annually managing invasive species, and the average annual cost per Ontario municipality has been estimated at \$218,148, with approximately 80% of expenditures directed toward control and management rather than prevention; (Invasive Species Centre)

AND WHEREAS these costs are ultimately borne by local taxpayers, conservation authorities, property owners, farmers, volunteers and community groups who are often left to manage invasive species after they have already been introduced, sold, planted, escaped cultivation and spread;

AND WHEREAS the Province of Ontario, through the Invasive Species Act, 2015, which allows species to be listed as prohibited or restricted, and which can make it illegal to import, possess, transport, propagate, buy, sell, lease or trade listed invasive species; (Invasive Species Centre)

AND WHEREAS the concern is not with plants that are already clearly prohibited or restricted, but with invasive species and seeds and nursery stock that may

continue to be sold or distributed before modernized provincial rules, public guidance and retail practices have fully caught up with current science and local experience;

AND WHEREAS garden centres, nurseries, landscape suppliers, seed distributors, online retailers, landscapers and residents all have an important role to play in preventing the spread of invasive plants before they become a costly municipal and environmental problem;

AND WHEREAS the Ontario Invasive Plant Council's Grow Me Instead program promotes native and non-invasive alternatives for healthy, diverse and wildlife-friendly gardens, and its updated Southern Ontario guide includes additional invasive plants and alternatives to help residents, gardeners and landscapers make better choices; (Ontario Invasive Plant Council)

AND WHEREAS recent local reporting in Halton Hills has highlighted the importance of choosing native alternatives to invasive garden plants, including through Grow Native Halton and the Ontario Invasive Plant Council's Grow Me Instead resources;

AND WHEREAS the continued sale and distribution of invasive ornamental plants undermine the work of municipalities, conservation authorities, environmental organizations, horticultural societies, local volunteers and residents who are investing time and taxpayer dollars to remove and manage these same species;

AND WHEREAS prevention at the point of sale is more cost-effective, more practical and more respectful of taxpayers than asking municipalities and property owners to pay for removal after invasive species have spread across property lines and municipal boundaries;

AND WHEREAS invasive plants do not recognize municipal boundaries, and effective prevention requires coordinated action by the Province of Ontario, the Government of Canada, municipalities, conservation authorities, Indigenous communities, agricultural organizations, the nursery and landscape sector, retailers, landowners and residents;

NOW THEREFORE BE IT RESOLVED THAT Council for the Town of Halton Hills respectfully request that the Province of Ontario, in consultation with municipalities, AMO, ROMA, conservation authorities, the Ontario Invasive Plant Council, Indigenous communities, agricultural organizations, environmental organizations, horticultural societies, the nursery and landscape sector, garden centres and other relevant stakeholders, undertake a review and modernization of Ontario's invasive plant regulatory framework;

AND FURTHER THAT this review include consideration of expanding and regularly updating the list of prohibited and restricted invasive plant species, including invasive plants, shrubs, vines, groundcovers, ornamental species,

seeds and nursery stock that pose a risk to Ontario's natural heritage, agriculture, municipal infrastructure, parks, trails, roadsides, stormwater systems and private property;

AND FURTHER THAT the Province of Ontario be requested to prohibit the sale, distribution, propagation and trade of listed invasive plant species through garden centres, nurseries, landscaping suppliers, online retailers, seed distributors and other commercial pathways;

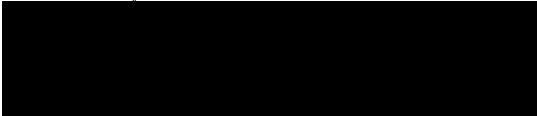
AND FURTHER THAT the Province of Ontario be requested to develop clear labelling, public education and retailer guidance requirements so that residents, gardeners, landscapers and retailers can easily identify invasive species and choose native or non-invasive alternatives;

AND FURTHER THAT the Province of Ontario be requested to work with the nursery, garden centre and landscape sectors on a practical transition plan that supports compliance, protects small businesses, promotes native and non-invasive alternatives, and prevents invasive plants from continuing to enter communities through ordinary consumer purchases;

AND FURTHER THAT the Government of Canada be requested to review and strengthen, where appropriate, federal import, border, labelling and online sales rules related to invasive plants, seeds and nursery stock entering Canada, so that provincial prevention efforts are not undermined by interprovincial or international trade;

AND FURTHER THAT the Province of Ontario and Government of Canada be requested to support municipalities, conservation authorities and community partners with stronger prevention tools, updated science-based lists, public education materials and funding programs that prioritize prevention over costly long-term control and removal;

AND FURTHER THAT a copy of this resolution be forwarded to the Premier of Ontario, the Ontario Minister of Natural Resources, the Ontario Minister of Agriculture, Food and Agribusiness, the Ontario Minister of Municipal Affairs and Housing, the Ontario Minister of the Environment, Conservation and Parks, the federal Minister of Environment and Climate Change, the federal Minister of Agriculture and Agri-Food, Halton-area MPs and MPPs, the Region of Halton, HRFA, OFA, Conservation Halton, Credit Valley Conservation, Grand River Conservation Authority, AMO, ROMA, FCM, the Ontario Invasive Plant Council, Landscape Ontario, the Canadian Nursery Landscape Association, and all Ontario municipalities for their consideration and support.



Mayor Ann Lawlor



The Town of The Blue Mountains Council Meeting

Title: Mayor Annette Groves, The Town of Caledon
Date: Monday, July 13, 2026
Time: 6:27 PM

Moved by: Councillor Maxwell
Seconded by: Councillor Ardiel

THAT Council of the Town of The Blue Mountains receives for information the July 2, 2026, correspondence from Mayor Annette Groves, The Town of Caledon, regarding the July 2, 2026 Motion for Provincial Support, Funding and Coordinated Plans to Combat Tick Borne Diseases;

AND THAT Council directs staff to circulate this resolution of support to the Premier of Ontario, the Minister of the Environment, Conservation and Parks, Local Members of Provincial Parliament, the Association of Municipalities (AMO) and all Ontario Municipalities for consideration and support

YES: 6

NO: 0

ABSENT: 1

The motion is Carried

YES: 6

Deputy Mayor Bordignon	Councillor Ardiel	Councillor Hope	Councillor Maxwell
Councillor McKinlay	Councillor Porter		

NO: 0

ABSENT: 1

Mayor Matrosovs



Annette Groves
Mayor

July 2, 2026

Sent via E-Mail: sylvia.jones@pc.ola.org

Honourable Sylvia Jones, Deputy Premier
Constituency Office
Suite A, 3rd Floor
180 Broadway Ave.
Orangeville, ON L9W 1K3

Dear Deputy Premier Jones,

RE: Motion for Provincial Support, Funding and Coordinated Plans to Combat Tick Borne Diseases

I am writing to advise that at the Town Council meeting held on June 23, 2026, Council adopted a motion regarding requesting support to combat tick borne diseases.

The resolution reads as follows:

Whereas the prevalence of ticks, including those known to carry Lyme disease, and other Vector borne diseases have increased across Ontario;

Whereas Lyme disease diagnoses have increased by 27% in 2024 to 2369 (Public Health Agency of Canada, PHAC);

Whereas residents across Caledon have registered growing concerns about public health risks associated with tick exposure in parks, trails and residential areas;

Whereas municipalities have limited jurisdiction and resources to effectively manage tick populations on a broad ecological scale;

Whereas the Government of Ontario is responsible for public health policy, environmental management and vector-borne disease prevention and detection;

Therefore, be it resolved that:

Caledon Town Council formally requests that the Government of Ontario investigate and implement measures to reduce burgeoning tick populations and to mitigate their associated public health risks; and

THE CORPORATION OF THE TOWN OF CALEDON

6311 Old Church Road, Caledon East, Caledon, ON, Canada L7C 1J6
T. 905.584.2272 | 1.888.225.3366 | F. 905.584.1444 | www.caledon.ca | annette.groves@caledon.ca

That such measures may include safe and effective tick control methods, public education campaigns and coordinated regional strategies; and

That the Province consider increased funding and support for local public health units to address tick-borne disease prevention; and

That a copy of this motion be sent to Minister of Health, Sylvia Jones, Chief Medical Officer of Health, Kiernan Moore, Minister of the Environment, Conservation and Parks, Todd McCarthy, Peel Public Health, the Toronto and Region Conservation Authority (TRCA), the Credit Valley Conservation (CVC), the Association of Municipalities of Ontario (AMO) and all 444 municipalities across Ontario.

For more information regarding this request, please contact the undersigned by email to mayor@caledon.ca or by phone at 905.584.2272 ext. 4155.

Thank you for your attention to this matter.

Sincerely,



Mayor Annette Groves

CC:

Chief Medical Officer of Health Kieran.Moore@ontario.ca

Minister of the Environment, Conservation and Parks minister.mecp@ontario.ca

Peel Public Health info@peelregion.ca

Toronto and Region Conservation Authority (TRCA) info@trca.ca

Credit Valley Conservation (CVC) foundation@cvc.ca

Association of Municipalities of Ontario (AMO) resolutions@amo.on.ca

444 municipalities across Ontario

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PORT COLBORNE

Legislative Services

Municipal Offices: 66 Charlotte Street
Port Colborne, Ontario L3K 3C8 • www.portcolborne.ca

T 905.228.8031 F 905.834.5746

E charlotte.madden@portcolborne.ca

July 17, 2026

Email: premier@ontario.ca

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queens Park
Toronto, ON M7A 1A1

Dear Honourable Doug Ford:

Re: City of Port Colborne Support the Town of Caledon requesting Provincial Support, Funding and Coordinated Plans to Combat Tick Borne Diseases

Please be advised that, at its meeting of July 14, 2026 the Council of The Corporation of the City of Port Colborne supported the resolution received from the Town of Caledon regarding Provincial Support, Funding and Coordinated Plans to Combat Tick Borne Diseases.

The correspondence is attached for your consideration.

Sincerely,

Charlotte Madden
City Clerk

ec: The Honourable Sylvia Jones, Minister of Health
The Honourable Todd J. McCarthy, Minister of the Environment, Conservation and Parks
Dr. Kieran Moore, Chief Medical Officer of Health
Peel Public Health
Toronto and Region Conservation Authority (TRCA)
Credit Valley Conservation
The Association of Municipalities of Ontario
All Ontario Municipalities



Annette Groves
Mayor

July 2, 2026

Sent via E-Mail: sylvia.jones@pc.ola.org

Honourable Sylvia Jones, Deputy Premier
Constituency Office
Suite A, 3rd Floor
180 Broadway Ave.
Orangeville, ON L9W 1K3

Dear Deputy Premier Jones,

RE: Motion for Provincial Support, Funding and Coordinated Plans to Combat Tick Borne Diseases

I am writing to advise that at the Town Council meeting held on June 23, 2026, Council adopted a motion regarding requesting support to combat tick borne diseases.

The resolution reads as follows:

Whereas the prevalence of ticks, including those known to carry Lyme disease, and other Vector borne diseases have increased across Ontario;

Whereas Lyme disease diagnoses have increased by 27% in 2024 to 2369 (Public Health Agency of Canada, PHAC);

Whereas residents across Caledon have registered growing concerns about public health risks associated with tick exposure in parks, trails and residential areas;

Whereas municipalities have limited jurisdiction and resources to effectively manage tick populations on a broad ecological scale;

Whereas the Government of Ontario is responsible for public health policy, environmental management and vector-borne disease prevention and detection;

Therefore, be it resolved that:

Caledon Town Council formally requests that the Government of Ontario investigate and implement measures to reduce burgeoning tick populations and to mitigate their associated public health risks; and

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T. 905.584.2272 | 1.888.225.3366 | F. 905.584.1444 | www.caledon.ca | annette.groves@caledon.ca

That such measures may include safe and effective tick control methods, public education campaigns and coordinated regional strategies; and

That the Province consider increased funding and support for local public health units to address tick-borne disease prevention; and

That a copy of this motion be sent to Minister of Health, Sylvia Jones, Chief Medical Officer of Health, Kiernan Moore, Minister of the Environment, Conservation and Parks, Todd McCarthy, Peel Public Health, the Toronto and Region Conservation Authority (TRCA), the Credit Valley Conservation (CVC), the Association of Municipalities of Ontario (AMO) and all 444 municipalities across Ontario.

For more information regarding this request, please contact the undersigned by email to mayor@caledon.ca or by phone at 905.584.2272 ext. 4155.

Thank you for your attention to this matter.

Sincerely,



Mayor Annette Groves

CC:

Chief Medical Officer of Health Kieran.Moore@ontario.ca

Minister of the Environment, Conservation and Parks minister.mecp@ontario.ca

Peel Public Health info@peelregion.ca

Toronto and Region Conservation Authority (TRCA) info@trca.ca

Credit Valley Conservation (CVC) foundation@cvc.ca

Association of Municipalities of Ontario (AMO) resolutions@amo.on.ca

444 municipalities across Ontario

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CARRIED: ✓

DEFEATED:

Committee and Council Meeting

Resolution No.: 2026-48

Title: Town of Parry Sound

Date: July 15, 2026

Moved by: Kathy Hamer

Second by: Joe Ryman

THAT the Council for the Corporation of the Municipality of McDougall supports the attached resolution of the Town of Parry Sound, that relates to Canadore College's decision to close Canadore's Parry Sound Campus; and

THAT a copy of this resolution be forwarded to the Chair and Board of Canadore College's Board of Governors; the president of Canadore College, Doctor Sandra Efu, the Minister of Colleges, Universities, Research Excellence and Security, the Minister of Education, the Minister of Rural Affairs, Nipissing MPP Vic Fedeli, Parry Sound Muskoka MPP Graydon Smith, the West Parry Sound Health Centre, Lakeland Long-Term Care, Belvedere Heights Home for the Aged, West Parry Sound area municipalities, area First Nations, the Parry Sound Area Community Business and Development Centre, the Parry Sound Area Chamber of Commerce, FedNor representative, Noel Walker and NOHFC representative Dustin Turner.

Mayor



The Town of The Blue Mountains Council Meeting

Title: Kathryn Douglas, Supervisor, Legislative Services, Town of Whitby
Date: Monday, July 13, 2026
Time: 6:16 PM

Moved by: Councillor Hope
Seconded by: Councillor Porter

THAT Council of the Town of The Blue Mountains receives for information the June 25, 2026, correspondence from Kathryn Douglas, Supervisor, Legislative Services, Town of Whitby, and supports the June 22, 2026 Town of Whitby Council resolution regarding a Review of Ontario Land Tribunal and Enhancing Deference to Municipal Planning Decisions;

AND THAT Council directs staff to circulate this resolution of support to the Premier of Ontario, the Minister of Municipal Affairs and Housing, Local Members of Provincial Parliament, the Association of Municipalities (AMO) and all Ontario Municipalities for consideration and support

YES: 6

NO: 0

ABSENT: 1

The motion is Carried

YES: 6

Deputy Mayor Bordignon	Councillor Ardiel	Councillor Hope	Councillor Maxwell
Councillor McKinlay	Councillor Porter		

NO: 0

ABSENT: 1

Mayor Matrosovs

June 25, 2026

Via Email

The Honourable Doug Ford
Premier of Ontario
premier@ontario.ca

Re: Review of the Ontario Land Tribunal and Enhancing Deference to Municipal Planning Decisions

Please be advised that at its meeting held on June 22, 2026, the Council of the Town of Whitby adopted the following as Resolution # 166-26:

Whereas local councils are elected by residents to make planning decisions that reflect the needs and priorities of their communities;

Whereas municipalities rely on extensive public consultation, professional planning advice, engineering studies, and technical reports when making land-use decisions;

Whereas the Ontario Land Tribunal (OLT) has the authority to overturn municipal planning decisions, often requiring municipalities to spend significant taxpayer dollars defending decisions that have already undergone a thorough local review process;

Whereas lengthy and costly appeals can delay housing projects, consume municipal resources, and reduce the ability of municipalities to focus on delivering services to residents; and,

Whereas local governments should have greater certainty and authority when decisions are consistent with approved Official Plans, provincial policies, and sound planning principles.

Now Therefore be it Resolved:

1. That the Government of Ontario be requested to review the role and mandate of the Ontario Land Tribunal to ensure greater respect for municipal planning decisions that are supported by evidence, public consultation, and approved planning policies;

2. That the Province consider amendments to the Planning Act and Ontario Land Tribunal Act to provide stronger deference to municipal decisions that align with provincial planning frameworks and Official Plans;
3. That the Province improve transparency and accountability within the Ontario Land Tribunal by requiring clear and detailed reasoning when municipal decisions are overturned;
4. That the Province explore measures to reduce the financial burden on municipalities defending planning decisions before the OLT, helping to protect taxpayer dollars and improve the efficiency of the planning process; and,
5. That Staff be directed to circulate this resolution to the Premier of Ontario, the Minister of Municipal Affairs and Housing, Local Members of Provincial Parliament, the Association of Municipalities of Ontario (AMO), and all Ontario municipalities for consideration and support.

Should you require further information, please do not hesitate to contact the Office of the Town Clerk at 905-430-4300.



Kathryn Douglas
Supervisor, Legislative Services
clerk@whitby.ca

Copy: C. Harris, Director of Legislative Services/Town Clerk - clerk@whitby.ca

The Honourable Rob Flack, Minister of Municipal Affairs and Housing -
minister.mah@ontario.ca
Peter Bethlenfalvy, MPP, Pickering-Uxbridge - peter.bethlenfalvy@pc.ola.org
Lorne Coe, MPP, Whitby - lorne.coe@pc.ola.org
Jennifer K. French, MPP, Oshawa - jfrench-co@ndp.on.ca
Todd J. McCarthy, MPP, Durham - todd.mccarthy@pc.ola.org
Rob Cerjanec, MPP, Ajax - rcerjanec.mpp.co@liberal.ola.org
Laurie Scott, MPP, Haliburton-Kawartha Lakes-Brock - laurie.scott@pc.ola.org
Robin Jones, President, Association of Municipalities of Ontario -
amopresident@amo.on.ca
All Ontario Municipalities



9.5.1

THE CORPORATION OF THE TOWN OF PARRY SOUND
RESOLUTION IN COUNCIL

NO. 2026 – 067

DIVISION LIST

YES NO

DATE: July 7, 2026

Councillor **G. ASHFORD**
Councillor **J. BELESKEY**
Councillor **P. BORNEMAN**
Councillor **B. KEITH**
Councillor **D. McCANN**
Councillor **C. McDONALD**
Mayor **J. McGARVEY**

MOVED BY:

SECONDED BY:

CARRIED: ☒ DEFEATED: _____ Postponed to: _____

WHEREAS small and regional airports in Ontario serve as critical infrastructure-facilitating essential public services including air ambulance operations, forest firefighting, search & rescue, and law enforcement activities, while also driving local and regional economic development; and

WHEREAS many of these airports are ineligible for the federal Airports Capital Assistance Program (ACAP) due to eligibility constraints such as lacking year-round scheduled service, yet still require capital funding for safety-related infrastructure; and

WHEREAS the Airport Management Council of Ontario (AMCO) has identified a persistent funding gap for non ACAP eligible community airports, estimating that approximately 85 such airports need \$5.5 million annually to address critical airside infrastructure needs; and

WHEREAS provinces including British Columbia, Alberta, and Saskatchewan have successfully managed permanent provincial capital-assistance programs-offering clear models for cost-sharing frameworks, eligible project criteria, and annual funding envelopes; and

WHEREAS AMCO's proposed Ontario Airport Capital Assistance Program (OACAP) envisions an annual operational budget of \$8.5-10 million, with a 75% provincial/ 25% owner cost-share, a \$2 million per applicant cap, and bonuses for key community-benefiting projects; and

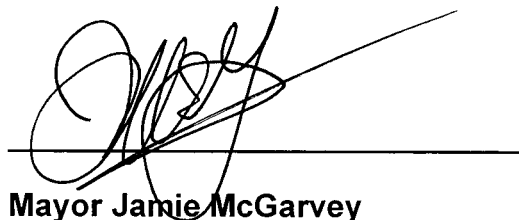
WHEREAS the 2025 Ontario Budget has acknowledged "airports as cross country infrastructure" and signaled intent to include them in upcoming capital investments; and

WHEREAS the Township of Seguin and the Town of Parry Sound benefit directly from airport-enabled services and ensuring its continued operation is in the public interest of resident safety, economic resilience, and efficient connectivity.

NOW THEREFORE BE IT RESOLVED THAT The Corporation of the Town of Parry Sound formally urges the Government of Ontario to:

1. Implement the Ontario Airport Capital Assistance Program (OACAP) managed by the Ministry of Transportation
2. Adopt the recommended cost-sharing structure (75% provincial / 25% municipal or operator), and cap funds at \$2 million per project per applicant.
3. Expand eligibility to include public-use registered aerodromes and certified airports not currently eligible for ACAP.
4. Reinstate the Ontario Air Advisory Panel to advise on airport infrastructure and policy priorities.
5. Designate community and regional airports as critical infrastructure under provincial policy.
6. Investigate stable funding mechanisms-such as a dedicated stream from the aviation fuel tax-to support OACAP sustainably.

BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to the Premier of Ontario, Minister of Transportation, local MPPS, the Township of Seguin, AMC, and the Parry Sound Area Municipal Airport Commission.



Mayor Jamie McGarvey



July 17th, 2026

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1
premier@ontario.ca

The Honourable Todd J. McCarthy
Minister of Environment, Conservation and Parks
5th Floor, 777 Bay St.
Toronto, ON M7A 2J3
minister.mecp@ontario.ca

Dear Premier Ford and Minister McCarthy,

Re: Request for Changes to the *Pesticides Act* to Permit the Use of Pesticides in Playground Areas for Weed Management

I am writing to inform you that, at their meeting held on July 14, 2026, the Council of the Township of South-West Oxford passed a resolution advocating for changes to the Pesticides Act to allow for the use of pesticides in playground areas for weed mitigation.

WHEREAS the Ontario *Pesticides Act* and Ontario Regulation 63/09 (Cosmetic Pesticides Ban) restrict the use of herbicides for cosmetic weed control in playground areas;

AND WHEREAS the Council for the Township of South-West Oxford recognize the importance of maintaining safe, clean, accessible, and well-maintained recreational spaces for everyone;

AND WHEREAS playgrounds are valued public recreational spaces that enhance the health, well-being, and enjoyment of residents;

AND WHEREAS the Township is responsible for the ongoing maintenance, inspection, and upkeep of playgrounds, including costly surfacing materials, and despite regular maintenance and manual weed removal, weed growth within and around the playground area continues to present ongoing maintenance challenges;

THEREFORE BE IT RESOLVED that the Council for the Township of South-West Oxford respectfully request that the Province of Ontario consider amending the *Pesticides Act* and Ontario Regulation 63/09 (Cosmetic Pesticides Ban) to permit the



TOWNSHIP OF SOUTH-WEST OXFORD
R. R. # 1, Mount Elgin, ON N0J 1N0
312915 Dereham Line
Phone: (519) 877-2702; (519) 485-0477
Fax: (519) 485-2932

controlled use of pesticides for weed management in playground areas, with any application being carried out by qualified and authorized individuals in accordance with all applicable provincial legislation, product requirements, and safety measures.

Yours truly,

A handwritten signature in black ink, appearing to read 'Denny Giles'.

Denny Giles
Manager of Legislative Services/Clerk
Township of South-West Oxford

cc: Association of Municipalities of Ontario (AMO)
All Ontario Municipalities



DATE: July 18, 2026

MEMORANDUM TO: Heads of Council

SUBJECT: Alert Ready

Dear Heads of Council:

Given the significant impacts of this year's wildland fire season, our government is enhancing the tools available to municipalities and First Nations to support emergency response. As part of this effort, we are expanding access to the Alert Ready system, which can deliver urgent emergency messages directly to the public through television, radio, and compatible mobile devices. Alerts are intended for exceptional situations requiring immediate public awareness and action.

An Alert Ready notification may be requested when:

- An event presents an immediate or imminent threat to life, public health, safety and security, or could result in substantial property damage.
- Prompt public notification and a clear call to action will help reduce the risk.
- The event falls within an approved Broadcast Intrusive Alert category.

The following officials are authorized to request an Alert Ready message for incidents occurring within their own jurisdiction:

- Heads of Council, including Mayors, Reeves, Wardens and Regional Chairs
- First Nations Chiefs
- Community Emergency Management Coordinators (and alternates)
- Police Chiefs and Deputy Chiefs \ Fire Chiefs and Deputy Chiefs
- Senior municipal government officials
- The Provincial Emergency Operations Centre (PEOC)

Local authorities determine whether conditions warrant an alert and submit the proposed message to the PEOC. The PEOC verifies the identity of the requestor and assesses whether the request meets Alert Ready activation criteria before issuing the alert. Alerts may be updated, extended, or cancelled as circumstances evolve.

Your respective emergency management officials have established access to PEOC

contact information and may engage the PEOC as required to support Alert Ready requests.

Every alert:

- Should identify the affected area / Describe the hazard or threat / Provide clear public instructions / Direct the public to an authoritative source for additional information.
- Must be issued in both English and French. Translation assistance is available through the PEOC when required.

Thank you for your continued commitment to keeping Ontario safe and protected.

Sincerely,

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

The Honourable Jill Dunlop
Minister of Emergency Preparedness and Response

cc.

Matthew Pegg, Deputy Minister and Commissioner of Emergency Management

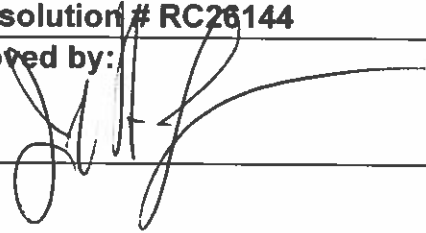
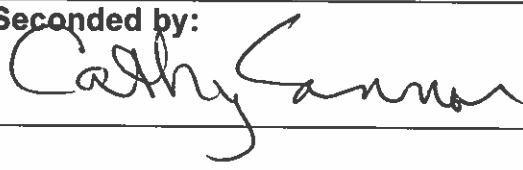


The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, July 14, 2026

Resolution # RC26144	Meeting Order: 6
Moved by: 	Seconded by: 

WHEREAS the Council of the Municipality of Wawa recognizes that excessive speeding and unsafe driving behaviours continue to pose significant risks to public safety in municipalities across Ontario, including rural and northern communities;

AND WHEREAS protecting pedestrians, cyclists, school-aged children, seniors, and all road users is a priority for municipalities and requires effective traffic calming and speed mitigation measures;

AND WHEREAS the Province of Ontario has demonstrated its commitment to improving road safety by providing funding opportunities to municipalities utilizing Automated Speed Enforcement (ASE) and other photo radar initiatives;

AND WHEREAS many small, rural, northern and remote municipalities do not have the population base, financial capacity, or legislative authority to implement Automated Speed Enforcement programs, yet continue to experience speeding and road safety concerns requiring effective mitigation;

AND WHEREAS equitable provincial funding should be made available to all municipalities to support alternative traffic calming and speed mitigation measures appropriate to local circumstances, including but not limited to roadway design improvements, traffic calming infrastructure, enhanced signage, speed feedback devices, pedestrian safety improvements, and other proven traffic safety initiatives;

AND WHEREAS the North Grenville, Merrickville-Wolford Village OPP Detachment Board has requested municipalities across Ontario support advocacy to the Province of Ontario for expanded funding opportunities applicable to all municipalities.



The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Municipality of Wawa endorses and supports the resolution of the North Grenville, Merrickville-Wolford Village OPP Detachment Board requesting that the Province of Ontario expand its financial commitment for traffic calming and speeding mitigation initiatives to include all municipalities across Ontario, regardless of whether they utilize Automated Speed Enforcement or photo radar programs;

AND FURTHER THAT the Province establish a dedicated, province-wide funding program to assist municipalities in implementing locally appropriate traffic calming and road safety measures that improve public safety;

AND FURTHER THAT a copy of this resolution be forwarded to:

- The Honourable Doug Ford, Premier of Ontario;
- The Honourable Prabmeet Sarkaria, Minister of Transportation;
- The Honourable Peter Bethlenfalvy, Minister of Finance;
- Michael Mantha, MPP, Algoma–Manitoulin;
- The Association of Municipalities of Ontario (AMO);
- The Rural Ontario Municipal Association (ROMA);
- The North Grenville, Merrickville-Wolford Village OPP Detachment Board;
- All Ontario OPP Detachment Boards and Police Service Boards; and
- All Ontario municipalities.

RESOLUTION RESULT		RECORDED VOTE		
☒	CARRIED	MAYOR AND COUNCIL	YES	NO
☐	DEFEATED	Mitch Hatfield		
☐	TABLED	Cathy Cannon		
☐	RECORDED VOTE (SEE RIGHT)	Melanie Pilon		
☐	PECUNIARY INTEREST DECLARED	Jim Hoffmann		
☐	WITHDRAWN	Joseph Opato		

Disclosure of Pecuniary Interest and the general nature thereof.

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

Clerk: _____

MAYOR – MELANIE PILON	CLERK – MAURY O'NEILL

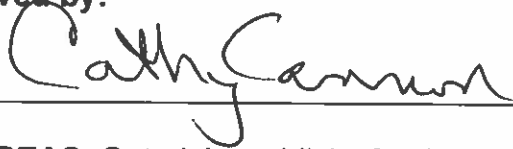
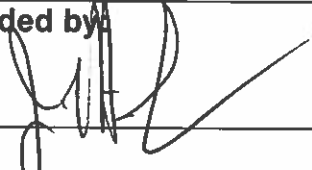


The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, July 14, 2026

Resolution # RC26143	Meeting Order: 5
Moved by: 	Seconded by: 

WHEREAS Ontario's publicly funded hospital system provides essential health care services to residents across the Province, including those living in rural, northern, and remote communities; and

WHEREAS the Canadian Centre for Policy Alternatives (CCPA), in its report *Failure by Design*, identifies that Ontario hospitals are significantly underfunded compared to the growing demand for health care services, with rural and northern hospitals experiencing disproportionate impacts; and

WHEREAS increasing emergency department wait times, prolonged hospital admission delays, staffing pressures, and limited hospital capacity continue to affect the delivery of timely and accessible health care for Ontario residents; and

WHEREAS residents of the Municipality of Wawa rely on a strong and sustainable rural health care system, and adequate provincial funding is essential to ensure hospitals can continue to provide safe, high-quality care close to home; and

WHEREAS the Council of the Town of Northeastern Manitoulin and the Islands has requested municipalities across Ontario support its call for increased provincial investment in hospital funding;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Municipality of Wawa supports Resolution No. 133-06-2026 passed by the Town of Northeastern Manitoulin and the Islands requesting that the Province of Ontario provide immediate and sustained funding to improve hospital finances and capacity; and

BE IT FURTHER RESOLVED THAT the Council of the Corporation of the Municipality of Wawa urges the Province of Ontario to implement the recommendations identified in the Canadian Centre for Policy Alternatives' report *Failure by Design*, including an immediate investment of \$3.2 billion in Ontario's hospital system, supported by annual funding increases of 6 percent thereafter to address increasing health care costs and demand; and



The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

BE IT FURTHER RESOLVED THAT copies of this resolution be forwarded to:

- The Honourable Doug Ford, Premier of Ontario;
- The Honourable Sylvia Jones, Deputy Premier and Minister of Health;
- Michael Mantha, MPP for Algoma-Manitoulin;
- The Association of Municipalities of Ontario (AMO);
- The Ontario Hospital Association (OHA);
- The Town of Northeastern Manitoulin and the Islands; and
- All Ontario municipalities, with a request for their consideration and support.

RESOLUTION RESULT		RECORDED VOTE		
☒	CARRIED	MAYOR AND COUNCIL	YES	NO
☐	DEFEATED	Mitch Hatfield		
☐	TABLED	Cathy Cannon		
☐	RECORDED VOTE (SEE RIGHT)	Melanie Pilon		
☐	PECUNIARY INTEREST DECLARED	Jim Hoffmann		
☐	WITHDRAWN	Joseph Opato		

Disclosure of Pecuniary Interest and the general nature thereof.

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

Clerk: _____

MAYOR – MELANIE PILON	CLERK – MAURY O'NEILL

This document is available in alternate formats.



P.O. Box 129, 110 Main Street, Sundridge, Ontario, P0A 1Z0

Telephone (705) 384-5316
Fax (705) 384-7874
Email: admin@sundridge.ca

Village of Sundridge Council Resolution
July 15, 2026
Item (9.5)

Township of Machar Resolution 86-26 – Opposing Changes to FIPPA

Resolution #2026-177

Moved By: Sharon Smith

Seconded By: Vicki Whitmell

THAT Council receives the Township of Machar Resolution 86-26 – Opposing Changes to FIPPA,

AND THAT The Village of Sundridge supports the Township of Machar in their opposition to Changes to FIPPA,

AND FURTHER THAT this resolution be circulated to Premier Doug Ford, appropriate minister, all MPP's and Ontario municipalities.

Recorded Vote	For	Against	Abstain
Preston, Luke(absent)			
Smith, Sharon	x		
Whitmell, Vicki	x		
Williamson, Fraser	x		
Jackson, Shawn	x		
CARRIED			

Fw: Downstream July 2026: What's Flowing Through the Watershed

From info <info@seguin.ca>

Date Fri 7/17/2026 1:21 PM

To Donna McLeod <dmcleod@seguin.ca>



Township of Seguin
(705) 732-4300

From: Muskoka Watershed Council <info@muskokawatershed.org>

Sent: July 17, 2026 10:03 AM

To: info <info@seguin.ca>

Subject: Downstream July 2026: What's Flowing Through the Watershed

[View this email in your browser](#)



Muskoka
WATERSHED COUNCIL

As July settles in Muskoka, the watershed shifts into its fullest rhythm.

This month, we're looking ahead to our event in August, where we'll dig into the greatest threats facing the Muskoka River Watershed and the work underway to protect it, plus how you can get involved as a member to support that work directly.

We're also revisiting some of June's most-read stories on water policy, backyard ecology, and watershed stewardship, in case you missed them.

Explore what's ahead for the watershed this season, and see what's been shaping the conversation so far.

Warmly,
Muskoka Watershed Council

Join Us On August 11th!



MUSKOKA RIVER WATERSHED AT RISK: WHAT'S BEING DONE AND WHAT COMES NEXT



Our next event on Tuesday, August 11th will explore the Muskoka River Watershed's greatest threats and the actions being taken to protect it.

This session follows the same format with similar content as our April event, featuring keynote speakers, a fireside chat, and audience Q&A.

Hear from keynote speakers Peter Sale and Kevin Trimble, followed by a fireside chat and audience Q&A designed to inform, spark dialogue, and gather community input. Meet the Muskoka Watershed Council team, discover ongoing regional projects, and learn why these efforts matter to every community in Muskoka.

Held right in Huntsville, this event is easy to get to and open to anyone curious about the watershed; no background knowledge required.

Complimentary snacks and finger foods will be provided, and a cash bar will be available.

Date: Tuesday, August 11

Time: 6:30 PM – 9:00 PM

Location: Partners Hall at Algonquin Theatre, 37 Main Street East, Huntsville

Reserve your seat for free using the link below. We hope to see you there!

[Reserve Your Seat](#)

Become A Member

Become a Member of Muskoka Watershed Council and help protect the lakes, rivers, forests, and communities that make Muskoka special. Your membership supports independent, science-based research, education, and advocacy that help decision-makers and residents safeguard the health of our watersheds for generations to come.

Become A Member

Who Is Muskoka Watershed Council?



Muskoka
WATERSHED COUNCIL



WHO ARE WE?

SWIPE TO LEARN HOW WE PROTECT OUR WATERSHED →

WHO WE ARE

FOUNDED IN 2001, MUSKOKA WATERSHED COUNCIL (MWC) IS A COLLABORATIVE, NON-PROFIT FOCUSED ON PROTECTING THE REGION'S WATERS THROUGH SCIENCE & COMMUNITY.



VOLUNTEERS IN ACTION



WATERSHED REPORT CARD

WHAT WE DO

WE'RE AN ADVISORY BODY — NOT ENFORCEMENT. WE PROVIDE SCIENCE-BASED RECOMMENDATIONS TO GOVERNMENTS, DECISION-MAKERS, AND THE PUBLIC.

OUR ROLE

✓ EVALUATE THE WATERSHEDS

WHY IT MATTERS

FROM ALGONQUIN PARK TO GEORGIAN BAY, WE WORK TO PROTECT WATER AND ECOSYSTEMS FOR ENVIRONMENTAL, ECONOMIC, AND COMMUNITY WELL-BEING.



HELP KEEP MUSKOKA... MUSKOKA

Follow Us On Instagram

In Case You Missed It...

LEARN MORE, STAY INFORMED, AND BE PART OF THE SOLUTION.



Muskoka
WATERSHED COUNCIL

Why reviewing the
current water plan is an
'utter waste of time'

By Kevin Trimble

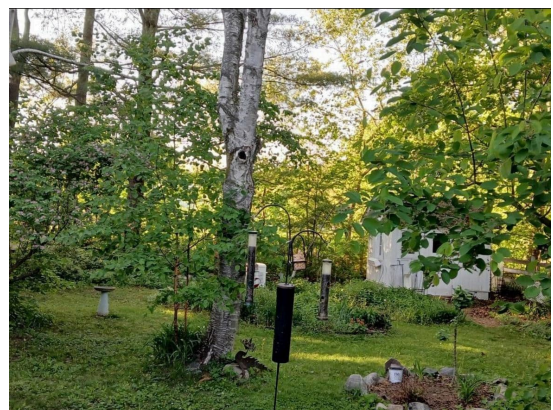
Published on June 6, 2026

[Read Now](#)

The hidden backyard
lessons every Ontario
resident needs to know

By Norman Yan

Published on June 13, 2026



[Read Now](#)



Muskoka mosquitoes and black flies: Don't use a bulldozer when a fly swatter will do

By Chris Brew

Published on June 20, 2026

[Read Now](#)

How do we nurture our Muskoka watersheds: Who does the nurturing?

By Peter Sale

Published on June 27, 2026



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Ontario Land Tribunal

655 Bay Street, Suite 1500
Toronto ON M5G 1E5
Telephone: (416) 212-6349
Toll Free: 1-866-448-2248
Website: olt.gov.on.ca

Tribunal ontarien de l'aménagement du territoire

655 rue Bay, suite 1500
Toronto ON M5G 1E5
Téléphone: (416) 212-6349
Sans Frais: 1-866-448-2248
Site Web: olt.gov.on.ca



PROCEEDING COMMENCED UNDER subsection 34(19) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended

Appellant:	Geordie Dalglish
Subject:	By-law No. A2224-26
Description:	To update the Township's Zoning By-law to implement the policies of the Township's Official Plan and provide new and updated zoning and development standards
Reference Number:	Z03-19/Zoning By-law No. A2224-26
Property Address:	Town-Wide
Municipality/UT:	The Archipelago/Parry Sound
OLT Case No.:	OLT-26-000582
OLT Lead Case No.:	OLT-26-000582
OLT Case Name:	Dalglish v. The Archipelago (Township)

The Ontario Land Tribunal (the "Tribunal") will conduct a **Case Management Conference** (the "CMC") by **Video Conference** for this matter.

The event will be held:

AT: 10:00 AM

ON: August 20, 2026

AT: <https://global.gotomeeting.com/join/660145013>
Access Code: 660-145-013

The Tribunal has set aside **1 day** for this matter.

The Tribunal's Rules of Practice and Procedure and Artificial Intelligence Practice Direction can be found at: <https://olt.gov.on.ca/legislation-and-rules/>

The purpose of the CMC is set out in Rule 19.1 of the Tribunal's Rules. Parties attending the CMC must be prepared to discuss preliminary issues including but not limited to:

- Identification of parties and/or participants

- Identification of issues.
- Draft Procedural Order – parties are strongly encouraged to meet before the CMC to consider a draft Procedural Order, as per Rule 19.2 (available at <https://olt.gov.on.ca/forms-submissions/>).
- Directions for pre-filing of witness lists, expert witness statements and written evidence.
- Possibility of Settlement and Mediation discussion
- Start date and duration of the hearing.

This event is conducted under Rule 20 of the Tribunal's Rules. Rule 20.2 sets out how a party may object to the Tribunal conducting this event electronically. Any party, or any person who intends to seek party status, may object to the Tribunal holding this event by video by filing an objection with the Tribunal's Case Coordinator. The objection must be received by the Tribunal **at least 20 days before** the date of the Hearing and must be copied to the other parties. All contact information is included in **Schedule A** to this notice.

Event dates are firm – adjournments will not be granted except in the most serious circumstances, and only in accordance with Rule 17 of the Tribunal's Rules.

If you do not attend the CMC, the Tribunal may proceed in your absence, and you will not be entitled to any further notice of these proceedings. The Tribunal may finalize the list of appellants, parties and/or participants at this CMC.

VIDEO CONFERENCING SOFTWARE

The event will be held using **GoTo Meeting**. The appellant(s), applicant, municipality or approval authority, and those persons who intend to request party or participant status, are asked to log into the video hearing through the link provided above **at least 15 minutes before** the start of the event to test their video and audio connections. All persons are expected to access and set-up the application well in advance of the event to avoid unnecessary delay. The desktop application can be downloaded at <https://global.gotomeeting.com/install>. A web application is also available at <https://app.gotomeeting.com/home.html>. A compatible web browser for this service is [Chrome](#).

Persons who experience technical difficulties accessing the GoTo Meeting application or who only wish to listen to the event can connect to the event by calling into an audio-only telephone line: **1-888-299-1889 (Toll Free) or +1 (647) 497-9373. The access code is 660-145-013.**

PARTY OR PARTICIPANT STATUS REQUEST

Persons other than the appellant(s), applicant, municipality or approval authority who wish to participate in the proceeding, either as a party or as a participant, are expected to file a written status request with the Tribunal to outline their interest in the proceeding.

The Party Status Request Form and Participant Status Request and Participant Statement Form are available on the Tribunal's website (<https://olt.gov.on.ca/forms-submissions/>) and are to be used to assist with the preparation of the request. If you are requesting status, this form must be provided **at least 10 days before** the CMC to:

- The assigned Tribunal Case Coordinator **Michael Tam** at michael.tam@ontario.ca.
- The municipality and the approval authority on the same day as it is emailed to the Tribunal Case Coordinator.
- The Applicant and the Appellant(s) on the same day as it is emailed to the Tribunal Case Coordinator.

The contact information for the parties is included in **Schedule A** to this notice.

The status request will be reviewed and considered by the presiding Member at the CMC. It will also assist the Tribunal in organizing the hearing event. **Attendance by the requestor, or their representative, at the CMC is required for all status requests.** Where a requestor, or their representative, fails to attend the CMC, the presiding Member may refuse to consider or dismiss the status request in their absence.

Persons who are granted party status shall participate fully in the proceeding (see Rule 8). Persons who are granted participant status may only participate in writing by way of a participant statement (see Rule 7.7). Only persons who are granted party or participant status by the Tribunal are permitted to participate in any further hearing event that is convened by the Tribunal for this appeal.

For more information on requesting status, please review the Tribunal's video "How to request party or participant status" video located at this link: <https://olt.gov.on.ca/guides-videos/>

SUBMISSION REQUIREMENTS

If a person intends to refer to a document at the CMC that is not in the Tribunal's case file, the document is expected to be pre-filed electronically with the Tribunal **at least 10 days before** the date of the CMC. All pre-filed documents shall be served on the other parties electronically. All contact information is included in **Schedule A** to this notice.

The Tribunal's AI Practice Direction requires a party, participant, or witness to include a declaration within each submitted document if generative AI was used to create or generate content. Informing the Tribunal and the other parties of the use of generative AI within any submitted documents, will ensure that documents created using AI receive sufficient scrutiny of their accuracy and will not result in any adverse inference by the Tribunal.

Submissions larger than 30MB must be transferred to the Tribunal's Case Coordinator using an electronic file sharing service. Please see **Schedule B** for further submission requirements.

DUTY TO REVIEW THE TRIBUNAL RULES OF PRACTICE AND PROCEDURE

Parties are expected to familiarize themselves with the Tribunal's AI Practice Direction and Rules, including but not limited to the excerpted Rules included in **Schedule C** to this notice.

FURTHER DIRECTIONS

Tribunal proceedings are open to the public and all documents filed in a proceeding will be included in the Tribunal's public file (except those documents that may be deemed confidential in accordance with the Ontario Land Tribunal's Rule 22).

The Tribunal shall issue a disposition following the CMC that will set out the directions of the Tribunal. A copy of this decision may be obtained from the Tribunal's website (<https://olt.gov.on.ca/decisions/>) by referencing the above case number.

We are committed to providing accessible services as set out in the *Accessibility for Ontarians with Disabilities Act, 2005*. If you have any accessibility needs, please contact our Accessibility Coordinator as soon as possible by emailing OLT.COORDINATOR@ontario.ca. If you require documents in formats other than conventional print, or if you have specific accommodation needs, please let us know so we can make arrangements in advance.

Pour recevoir des services en français, veuillez communiquer avec la Tribunal au 1-866-448-2248/(416) 212-6349 ou OLT.COORDINATOR@ontario.ca.

For general information concerning the Tribunal, visit our website at <https://olt.gov.on.ca> or you may contact the Tribunal's offices at 1-866-448-2248 or local (416) 212-6349.

DATED at Toronto, this 6th day of July, 2026.

Matthew D.J. Bryan
Registrar

SCHEDULE A

Please provide materials electronically to the assigned Tribunal Case Coordinator
Michael Tam at michael.tam@ontario.ca.

On the same day that documents are submitted to the Tribunal, electronic copies are to be submitted to:

APPROVAL AUTHORITY

Township of The Archipelago
C/O Sylvain Rouleau
srouleau@weirfoulds.com

APPELLANT

Geordie Dalglish
C/O Leo Longo
llongo@airdberlis.com

SCHEDULE B

INSTRUCTIONS FOR ELECTRONIC PRE-FILING SUBMISSIONS

Submission requirements to organize the hearing event

If a person intends to refer to a document at the hearing event (for clarity, any document that is not in the Tribunal's case file), it is expected to be pre-filed electronically with the Tribunal at **least ten (10) days before** the date of the hearing event and provided to all parties. The deadline applies unless otherwise specified in the Rules.

Submission emails **under 30MB** in size may be emailed directly to the assigned Tribunal Case Coordinator. Emails **larger than 30MB** must be transferred to the Tribunal's Case Coordinator using an electronic file sharing link/service to avoid sending documents across multiple email parts. Where appropriate, documents are to be submitted in .pdf format.

Naming convention

To assist the Tribunal and the adjudicator during the event, it is important that all submissions are **paginated and labelled appropriately** to clearly identify the content of each document. Where a document contains numerous sections, each section is to be indexed to a table of contents.

Additionally, clearly identify and separately tab the relevant sections that will be relied upon for quicker reference. The entirety of the policy documents (e.g. the PPS, Planning Act, Official Plans, Zoning By-laws, etc.) are not required unless deemed necessary to be presented by the parties or as otherwise directed by the Tribunal.

Parties are asked to adhere to the following naming convention: **case number_party role_ document type_date of hearing event**.

For example: PL123456_Applicant_Notice of Motion_Jan 1, 2020

Please see [Rules 7.1 and 7.2](#) for the standard document submission requirements.

SCHEDULE C

EXTRACTS OF TRIBUNAL RULES OF PRACTICE AND PROCEDURE

RULE 7 - DOCUMENTS, EXHIBITS, FILING, SERVICE

7.1 Form of Documents Unless otherwise directed by the Tribunal, every document filed or introduced by a party or participant in a proceeding before the Tribunal shall be legible and prepared electronically and shall have each page numbered consecutively, throughout the entire text or within tabs, including any graphic content. When a document is directed to be provided as a paper document, the paper document shall be identically numbered as the electronic copy and shall be prepared on letter size paper (8 ½" x 11"), except for large documents such as plans, surveys or maps.

7.2 Other Exhibits Large graphic or other such types of visual evidence should not be glued to foam or other boards. They shall be on paper and be removed from the boards following the hearing event, and folded to 8 ½" x 11". Three-dimensional models must be photographed and the photographs must be introduced with the model. Visual evidence must be reviewed by the other parties before the hearing event or by an earlier date if set out in a procedural order.

7.3 Copies of Documents for Parties and the Municipal Clerk A party who intends to introduce a document as evidence at a hearing event shall provide a copy of the document to all the parties at the beginning of the proceeding or by an earlier date if that is required by the terms of a procedural order or otherwise directed by the Tribunal. If the document is an official plan, those parts of the plan to be referred to at the hearing event should be distributed to the parties, and a copy of the entire plan must be made available to the Tribunal Member(s). If the Tribunal orders that the Municipal Clerk keep copies of documents for public inspection, they do not need to be certified copies, unless a party objects that they are not authentic copies.

7.4 Prefiling of Witness Statements and Reports If the hearing is expected to last more than 5 days, the Tribunal may require that parties calling expert or professional witnesses serve on the other parties any expert witness statements and reports prepared for the hearing, at least 30 days in advance of the commencement of the hearing, unless otherwise directed by the Tribunal. The Tribunal may in its discretion, or at the request of a party, also make this prefiling order for hearings expected to last fewer than 5 days. The expert witness statement must contain:

- a. an executed acknowledgment of expert's duty form (attached to these Rules) and the expert's qualifications;
- b. the issues the expert will address, their opinions on these issues, the reasons that support their opinions and their conclusions; and
- c. a list of the reports or documents, whether prepared by the expert or by someone else, that the expert will refer to at the hearing.

The expert's complete report may be filed instead of this statement if it contains the required information.

An expert may not be permitted to testify if this statement or report is not served on all parties when so directed by the Tribunal.

7.5 Duty of the Expert Witness It is the duty of every expert engaged by or on behalf of a party who is to provide opinion evidence at a proceeding under these Rules to acknowledge, either prior to (by signing the acknowledgment form attached to the Rules) or at the proceeding, that they are to:

- a. provide opinion evidence that is fair, objective and non-partisan;
- b. provide opinion evidence that is related only to the matters that are within the expert's area of expertise;
- c. provide such additional assistance as the Tribunal may reasonably require to determine a matter in issue;
- d. not to seek or receive assistance or communication from any third party, except technical support, while giving oral evidence in examination in chief, while under cross-examination, or while in reply; and
- e. acknowledge that these duties prevail over any obligation owed by the expert to the party by whom or on whose behalf he or she is engaged.

7.6 Other Witnesses The Tribunal may also require that a witness who is not presenting expert evidence provide a witness statement. A witness statement should contain:

- a. a short written outline of the person's background experience and interest in the matter;
- b. a list of the issues that they will discuss; and
- c. a list of reports or materials that they will rely on at the hearing.

The Tribunal may decline to allow the witness to testify if this statement is required by the Tribunal and has not been provided to the other parties.

7.7 Participant Statements A person who wishes to participate in a proceeding as a participant, shall file a written participant statement that sets out their position on the appeal and issues of the proceeding, together with an explanation of their reasons in support of their position. A participant may only make submissions to the Tribunal in writing unless otherwise provided for by an Act or regulation.

7.8 Amendment of Documents Documents filed with the Tribunal can only be amended with the consent of the parties or by order of the Tribunal. The Tribunal may require that the person requesting an amendment do so by way of a motion under Rule 10.

7.9 Copies of Tribunal Documents A person may examine any document, including electronic documents, filed with the Tribunal and copy it after paying the Tribunal's fee, unless a statute, a Court Order, an order of the Tribunal or these Rules provide otherwise.

7.10 Return of Exhibits Exhibits of all types introduced at a hearing will be kept for 180 days after the Tribunal decision issues. The person introducing an exhibit may ask for

its return after this time, and it may be given back if the Tribunal agrees. If no such request is made, the exhibit becomes the property of the Tribunal and may be archived.

7.11 Service by Personal Service or Electronic Service Where any document is required to be served or filed, including the one commencing a proceeding or a motion or providing notice, it shall be served by personal service, registered mail or electronically (unless a statute or the Tribunal requires another method of service) and shall be sent to:

- a. the party's representative, if any;
- b. where the party is an individual and is not represented, to that party directly, where that party has provided an address for service and/or an e-mail address;
- c. where that party is a corporation and is not represented, to the corporation directly, to the attention of an individual with apparent authority to receive the document;
- d. where served on or filed with a local board or commission, or any department, ministry or agency of the federal, provincial or municipal government, to an individual with apparent authority to receive the document; or
- e. where served on or filed with the Tribunal, to the Registrar, or the assigned administrative staff.

Subject to Rule 7.12, if a document is served by e-mail, then service is effective on the date of service.

7.12 If Served Electronically After 4:30 p.m. Any document served electronically after 4:30 p.m. is deemed to have been served on the next business day.

7.13 Proof of Electronic Service A confirmation printout received by the sender is proof of the full transmission and receipt of the electronic service.

RULE 8 - ROLE AND OBLIGATIONS OF A PARTY

8.1 Role and Obligations of a Party Subject to Rule 8.2 below, a person conferred party status to a proceeding before the Tribunal shall participate fully in the proceeding, and by way of example may:

- a. Identify issues arising from a notice(s) of appeal for the approval of the Tribunal;
- b. Bring or respond to any motion in the proceeding;
- c. Receive copies of all documents and supporting information exchanged, relied upon or filed in connection with any hearing event conducted in the proceeding;
- d. Present opening and closing submissions at the hearing;
- e. Present and examine witnesses and cross-examine witnesses not of like interest;
- f. Claim costs or be subject to a costs award when ordered by the Tribunal; and
- g. Request a review of the Tribunal's decision or order as set out in Rule 25.

8.2 Power of Tribunal to Add or Substitute a Party The Tribunal may add a party to a proceeding when that person satisfies applicable legislative tests necessary to be a party and the Tribunal has reasonable grounds to do so, provided that the person's presence is necessary to enable the Tribunal to adjudicate effectively and completely.

The Tribunal may substitute a party and transfer another party's interest to the substituted party when the Tribunal has reasonable grounds to do so.

8.3 Non-Appellant Party A party to a proceeding before the Tribunal which arises under any of subsections 17(24) or (36), 34(19), 37(17), 42(4.9) or 51(39) of the *Planning Act* or section 14 of the *Development Charges Act* who is not an appellant of the municipal decision or enactment may not raise or introduce a new issue in the proceeding. The non-appellant party may only participate in these appeals of municipal decisions by sheltering under an issue raised in an appeal by an appellant party and may participate fully in the proceeding to the extent that the issue remains in dispute.

8.4 Common Interest Class Where the Tribunal is of the opinion that more than one party is of common interest with another party or other parties, the Tribunal may, on its own initiative or on the request of any party, appoint a person of that class of parties to represent the class in the proceeding.

RULE 17 - ADJOURNMENTS

17.1 Hearing Dates Fixed Hearing events will take place on the date set unless the Tribunal agrees to an adjournment. Adjournments will not be allowed that may prevent the Tribunal from completing and disposing of its proceedings within any applicable prescribed time period.

17.2 Requests for Adjournment if All Parties Consent If all of the parties agree, they may make a written request to adjourn a hearing event. The request must include the reasons, a suggested new date, and the written consents of all parties. However, the Tribunal may require that the parties attend in person or convene an electronic hearing to request an adjournment wherein the Tribunal will consider its powers under Rule 17.5, even if all of the parties consent. The consenting parties are expected to present submissions to the Tribunal on the application of any prescribed time period to dispose of the proceeding.

17.3 Requests for Adjournment without Consent If a party objects to an adjournment request, the party requesting the adjournment must bring a motion at least 15 days before the date set for the hearing event. If the reason for an adjournment arises less than 15 days before the date set for the hearing event, the party must give notice of the request to the Tribunal and to the other parties and serve their motion materials as soon as possible. If the Tribunal refuses to consider a late request, any motion for adjournment must be made in person, at the beginning of the hearing event.

17.4 Emergencies Only The Tribunal will grant last minute adjournments only for unavoidable emergencies, such as illnesses so close to the hearing date that another representative or witness cannot be obtained. The Tribunal must be informed of these emergencies as soon as possible.

17.5 Powers of Tribunal upon Adjournment Request The Tribunal may,

- a. grant the request.
- b. grant the request and fix a new date or, where appropriate, the Tribunal will schedule a case management conference on the status of the matter;
- c. grant a shorter adjournment than requested;
- d. deny the request, even if all parties have consented;
- e. direct that the hearing proceed as scheduled but with a different witness, or evidence on another issue;
- f. grant an indefinite adjournment, if the Tribunal finds no substantial prejudice to the other parties or to the Tribunal's schedule and the Tribunal concludes the request is reasonable for the determination of the issues in dispute. In this case, a party must make a request, or the Tribunal on its own initiative may direct, that the hearing be rescheduled or resumed as the case may be;
- g. convert the scheduled date to a mediation or case management conference; and
- h. make any other appropriate order.

RULE 19 - CASE MANAGEMENT CONFERENCES

19.1 Case Management Conference At the request of a party, on its own initiative or as may be required by legislation or regulation, the Tribunal may direct parties to participate in a case management conference conducted by a Member of the Tribunal, which can include settlement conferences, motions or preliminary hearing matters, such as to:

- a) Identify the parties and participants;
- b) Determine the issues raised by the appeal;
- c) Narrow the issues in dispute;
- d) Identify facts or evidence the parties may agree upon or on which the Tribunal may make a binding decision;
- e) Obtain admissions that may simplify the hearing, which may include the examination of persons by the Tribunal as part of the conference;
- f) Provide directions for exchange of witness lists, witness statements, expert witness statements and reports, for meetings of experts including to address the disclosure of information such as the disclosure of the information that was not provided to the municipality before council or the approval authority made its decision that is the subject of the appeal, and for further disclosure where necessary;
- g) Provide directions to the parties to file a hearing plan to outline how the hearing will proceed, the order of witnesses, or the anticipated time for submissions to ensure the Tribunal sets aside sufficient time in its hearing calendar to dispose of the issues;
- h) Discuss opportunities for settlement, including possible use of mediation or other dispute resolution processes;
- i) Fix a date, place and format for the hearing and estimate its length, and encourage the parties to agree upon the dates for any procedural steps;
- j) Discuss issues of confidentiality, including any need to hold a part of the hearing in the absence of the public or to seal documents;
- k) Address the production and cost sharing of joint document books; and
- l) Deal with any other matter that may assist in a fair, just, expeditious and cost-effective resolution of the issues.

19.2 Sample Procedural Order and Meeting Before Case Management Conference Where the parties are known before the case management conference, they are expected to discuss the matters set out in Rule 19.1 and present a draft procedural order to the Tribunal for its approval. Sample procedural orders are listed in the Index to these Rules.

19.3 Serving Notice of a Conference The Tribunal will determine the notice requirements for a Case Management Conference and any directions to serve a Notice of Case Management Conference that provides the time, place and format of the conference. The directions may include a notice to all persons or authorities entitled by legislation or regulation. The person, municipality or approval authority who is issued the direction must serve this notice on those persons entitled to notice of the conference

and provide an affidavit to the Tribunal, at or prior to the conference, to prove service of the notice.

19.4 Tribunal Member Presides The Tribunal's Chair will assign at least one Member of the Tribunal to conduct the conference.

19.5 Public Attendance at a Case Management Conference A case management conference held in person will be open to the public. A case management conference held by electronic hearing will be open to the public where practical. Despite the general principle of public open sessions, where circumstances prevail that may require confidentiality, in the discretion of the presiding Tribunal Member, part or all of the conference may be conducted in *camera*.

19.6 Conversion from One Procedure to Another The Tribunal Member may, at any time, conduct a procedural discussion, initiate a motion, inquire into a preliminary matter, or convert the conference into a hearing. The Tribunal will state in the notice of a case management conference that the parties are expected to arrive prepared for a procedural and settlement conference as well as a preliminary hearing, where evidence or formal statements or submissions may be heard. Even if no settlement is reached, the Tribunal may proceed to make a final decision on any evidence received during the conference.

19.7 Results of Failure to Attend a Conference If a party fails to attend the conference or by authorized representative, the Tribunal may proceed without that party. The non-attending party is not entitled to notice of subsequent hearing events in the proceedings.

19.8 Tribunal Order Following The Tribunal Member conducting the case management conference will issue an order that may decide any of the matters considered at the conference and provide procedural directions for any subsequent hearing event.

19.9 Hearing Member Bound The Tribunal Member conducting the hearing or any subsequent hearing event is bound by the order resulting from the case management conference unless that Member is satisfied that there is good reason to vary the order.

19.10 Methods of Holding Hearing Events The Tribunal may direct in an order following a conference that hearing events in a proceeding be held by a combination of written, electronic or in person hearing events.

RULE 20 - ELECTRONIC HEARINGS

20.1 Hearing Events by Teleconference or Videoconference The Tribunal may hold a hearing event by electronic hearing, such as by teleconference or videoconference, for the determination of any issue in the proceeding. Where the Tribunal directs that a hearing event be held by electronic hearing, the Tribunal may direct a party to make the necessary arrangements and to give notice of those arrangements to the Tribunal and other parties.

20.2 Objection to the Electronic Format A party who objects to a hearing event being held as an electronic hearing shall notify the Tribunal and all other parties of its objection within the time period specified in the notice of the electronic hearing. The objecting party shall set out the reasons why the electronic hearing is likely to cause the objecting party significant prejudice.

20.3 Response to Notice of Objection The Tribunal may request a written response from other parties to the objection of an electronic hearing within a time period set out by the Tribunal.

20.4 Procedure When Objection is Received If the Tribunal receives an objection to hold a hearing event by electronic hearing, it may:

- a) Accept the objection, cancel the electronic hearing, and schedule an in person or written hearing; or
- b) If the Tribunal is satisfied, after considering any responding submissions that no significant prejudice will result to a party, then the Tribunal will reject the objection and proceed with the electronic hearing.

20.5 Directions for the Electronic Hearing The Tribunal may direct the arrangements for the electronic hearing or designate an approved location for videoconference to protect the integrity of the hearing process, including the security and confidentiality of evidence as necessary.

20.6 Videoconferences The Tribunal shall pre-approve all arrangements for conducting a hearing event by videoconference, including the pre-filing and exchange of motion materials, documents, written submissions or any visual and written evidence, and the locations for the conference. Any information, statement or material intended to be filed as an exhibit at a videoconference shall be pre-filed with the Tribunal and provided to all parties in accordance with the Tribunal's directions or procedural order for conducting a hearing event by videoconference.

20.7 The View of the Camera A party's representative or a witness in a videoconference shall be in view of the camera, with minimal visual obstructions, in the course of their presentations or submissions to the Tribunal. Where a witness is being examined or cross-examined, there shall be a view of the witness, counsel protecting the witness, and the person conducting the examination or cross-examination. Any document that may be referred to by parties or their witnesses shall be visible and legible to the Tribunal and all other parties to the conference, either by the camera or by referring to a copy of the document exchanged in accordance with the Tribunal's directions.

Fw: Join Ontario Municipalities Calling for an End to Chemical Forestry

From Craig Jeffery <cjeffery@seguin.ca>

Date Sun 7/19/2026 9:37 PM

To Donna McLeod <dmcleod@seguin.ca>

From: Stop the Spray Canada <supporters@stopthespraycanada.ca>

Sent: Friday, July 17, 2026 8:35 PM

To: Craig Jeffery <cjeffery@seguin.ca>

Subject: Join Ontario Municipalities Calling for an End to Chemical Forestry

You don't often get email from supporters@stopthespraycanada.ca. [Learn why this is important](#)

A matter for council's consideration:

1. **Municipality**

Seguin

2. **Name**

Laurie McDonald

3. **Email**

lauriemcdonald307@gmail.com

4. **Address**

Street Address : 68

Address Line 2 : Goddard Cres.

City : Seguin

Province : ON

Postal Code : P2A 0B2

5. **Email**

Dear Mayor and Members of Council,

Ontario is under wildfire smoke warnings. Communities are breathing smoke from fires burning across the province, while governments continue approving Chemical Forestry programs that suppress broadleaf regeneration and manage public forests toward more uniform, conifer-dominated stands. Climate change is worsening fire weather, but forest composition matters too.

These are PUBLIC forests. These are OUR watersheds. We have a right to clean air, clean water, healthy ecosystems, and protection from unnecessary chemical exposure.

I understand our municipality has received and filed one or more resolutions from Ontario municipalities opposing non-essential chemical herbicide spraying in public forests. I respectfully request that Council bring these resolutions forward for discussion and a recorded vote, so that our municipality's position is clearly placed on the public record.

Forest herbicide spraying affects shared land, water, wildlife, forest foods, biodiversity, community health, and Indigenous rights. First Nations, Métis, Tribal Council, and Chiefs of Ontario resolutions, along with warnings and knowledge shared by Traditional Ecological Knowledge Elders, have documented decades of opposition to forest herbicide spraying.

60 Ontario municipalities plus 1 Unorganized Community have already written or supported resolutions calling for this practice to end. Quebec stopped issuing spraying licences in forestry and ended Chemical Forestry in 2001. Ontario should have followed.

In 1999, a Federal Senate Report recommended that all chemical herbicide and pesticide use in the boreal forest be phased out as soon as possible. Yet Ontario continues planning chemical forest treatments even after the 2025 retraction of a major glyphosate safety review and alarming new science presented in 2026 by international scientists and health experts.

Replacing glyphosate with triclopyr, imazapyr, or any other chemical herbicide does not solve the problem. The issue has always been Chemical Forestry.

I am asking Council to support an END to non-essential chemical herbicide spraying in Ontario's public forests, including glyphosate, triclopyr, imazapyr, and any replacement herbicide used to continue Chemical Forestry under a different name.

For the Clerk's reference, these are the municipal Stop the Spray resolutions that circulated in 2025:

- Moonbeam, Aug. 7, 2025
- West Nipissing, Aug. 12, 2025
- Larder Lake, Sept. 9, 2025
- McGarry, Oct. 14, 2025
- St. Charles, Oct. 15, 2025
- Petawawa, Nov. 3, 2025
- Callander, Nov. 18, 2025

Additional information is available here:

Municipal actions: <https://stopthespraycanada.ca/municipalities>

Indigenous resolutions: <https://stopthespraycanada.ca/resolutions>

Wildfire, Climate Change and Chemical Forestry: <https://stopthespraycanada.ca/wildfire>

Thank you for your time and consideration. I ask Council to move beyond simply filing these resolutions and to go on record with a clear position calling for an END to non-essential chemical herbicide spraying in Ontario's public forests.

Fw: Join Ontario Municipalities Calling for an End to Chemical Forestry

From Craig Jeffery <cjeffery@seguin.ca>

Date Sun 7/19/2026 9:37 PM

To Donna McLeod <dmcleod@seguin.ca>

From: Stop the Spray Canada <supporters@stopthespraycanada.ca>

Sent: Friday, July 17, 2026 8:23 PM

To: Craig Jeffery <cjeffery@seguin.ca>

Subject: Join Ontario Municipalities Calling for an End to Chemical Forestry

You don't often get email from supporters@stopthespraycanada.ca. [Learn why this is important](#)

A matter for council's consideration:

1. **Municipality**

Seguin

2. **Name**

Denise Exler

3. **Email**

cangirl28@gmail.com

4. **Address**

Street Address : 58 Broken Trail

Address Line 2 :

City : Seguin

Province : ON

Postal Code : P2A 2W8

5. **Email**

Dear Mayor and Members of Council,

Ontario is under wildfire smoke warnings. Communities are breathing smoke from fires burning across the province, while governments continue approving Chemical Forestry programs that suppress broadleaf regeneration and manage public forests toward more uniform, conifer-dominated stands. Climate change is worsening fire weather, but forest composition matters too.

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- Larder Lake, Sept. 9, 2025
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- St. Charles, Oct. 15, 2025
- Petawawa, Nov. 3, 2025
- Callander, Nov. 18, 2025

Additional information is available here:

Municipal actions: <https://stopthespraycanada.ca/municipalities>

Indigenous resolutions: <https://stopthespraycanada.ca/resolutions>

Wildfire, Climate Change and Chemical Forestry: <https://stopthespraycanada.ca/wildfire>

Thank you for your time and consideration. I ask Council to move beyond simply filing these resolutions and to go on record with a clear position calling for an END to non-essential chemical herbicide spraying in Ontario's public forests.

July 17, 2026

Township of Seguin
5 Humphrey Drive
Seguin, Ontario P2A 2W8

Attention: Members of Council

Re: Zoning By-law Amendment Application R-2026-0009-H, 163 Burgess Road

Dear Mayor and Councillors:

The Muskoka Lakes Association (MLA) is submitting this letter of objection to the zoning by-law amendment application R-2026-0009-H. As a lake association that represents over 2,000 individual property owners, we note a number of concerns summarized below and do not believe this application represents good planning.

The foundation of any planning application is accurate and complete information from the applicant. We have reviewed the Planning Justification Report (PJR) submitted with the application and note the following concerns.

- **Proposed Site Plan** – While it is assumed that the site plan information presented is accurate, what is missing is the clear delineation of the shoreline and rural and resource zones. Where each of these zones is located on the subject property relative to the request for permission to build a second dwelling is material to the application. The omission of this information is significant.
- **Site Description** – The description of the site and current structures and dwelling does match the site plan. What we have subsequently heard via Township planning staff is that the garage pavilion has been illegally converted to a second dwelling with bedrooms, kitchen and other amenities. Given the PJR does not reflect the change of use of the garage pavilion, it raises questions about other information in the PJR and if the planner visited the site prior to drafting the PJR.
- **General Planning Analysis** – The premise of the analysis is that a second dwelling is permitted, effectively as-of-right, within shoreline zoned area. It states in a number places that setbacks are in compliance with the Official Plan but does not clarify if the compliance is relative to the rural and resource area or shoreline area. Our interpretation is that setback compliance is relative to the shoreline area not the rural and resource area which should be the basis of comparison.
- **Second dwelling location** – There is essentially no justification for the proposed location of the second dwelling. The report states that location is to accommodate the existing filter bed which is at the furthest point from the lake and to allow for

drainage, septage disposal and water supply. There is no technical information or studies provided that supports that the filter bed could not be relocated or if it was relocated, any other location would be detrimental to lake water quality. In fact, the photos provided in the PJR are from the winter whereby it would be very difficult to verify any soil and/or topographical information verify drainage or septic options. In addition, there is not any information or analysis as to why the second dwelling cannot be sited on the rural and resourced zoned area.

- **Official Plan (OP) A.2.2.2 (b) Objectives** – This section states: To limit the density and intensity of development on the lakes in the Township in order to protect the visual qualities of the lakes, to protect the natural shoreline character and to ensure that the biological and recreational capacity of the lake is appropriate. Based on the site plan, the second dwelling would be located at the top of the cliff in close proximity to the edge and this have a significant impact on the density and visual qualities of the lake.
- **Official Plan – Growth and Settlement A.2.3.2 (b)** – This policy states: To limit the amount of development in the *Rural and Resource Area*, by permitting limited residential development in the form of individual lots through the process of infilling, and to direct employment uses in areas identified as Employment Lands or to areas that accommodate employment uses. The OP contemplates that residential development in the rural and resource zone may be considered through the formation of a lot. Therefore, the lot would need to meet the requirements to sever a stand alone lot from the subject property. Our analysis indicates that the overall property is not large enough to create a new lot and does not meet this requirement.
- **OP A2.5.2 – Objectives** – We disagree that the proposed second dwelling is consistent with the policy objectives of the rural and resource area. Policy A.2.5.2c discourages land uses which are incompatible with the rural character of the area. Shoreline and rural/resource areas are different and have different characteristics. This application significantly blurs the line between shoreline and rural area character, essentially making the two areas the same. We do not believe this is the intent of the policy.
- **CZBL 4.16 Multiple Zones on One Lot** – states in part: Where a lot is divided into more than one Zone under the provisions of this By-law, each such portion of the lot shall be used in accordance with the Permitted Uses and zone requirements. This clearly requires permitted uses need to conform to the zone requirements. This application in our view does not treat the SR1 and RR separately.
- **Precedent Concerns** – While we understand that each planning application is evaluated on its own merits, approval justifications from one application can be used for another. This application as submitted creates a number of concerning precedents should it be approved. As many, if not the majority of waterfront properties that are zoned SR1 and RR, regardless of their size could potentially request a second dwelling in the SR1 area. We do not believe that this is the intent of the OP or CZBL but it could be the outcome.

We have numerous concerns about this application, potential negative precedent value and inconsistencies and conflicting information presented in the PJR. We do not believe the application conforms with the Official Plan or Comprehensive Zoning By-Law and does not represent good planning.

Respectfully,



Steve Rohacek
Director, Chair-Government and Land Use Committee

cc.

Craig Jeffery – Seguin Township, Clerk
Taylor Elgie – Seguin Township, Director of Planning
Teri McGurk – Lake Rosseau North Association

To: Mayor McDermott and Councillors, Township of Seguin
Re: Zoning By-Law Application: R-2006-009-H, Owners, Stacey Madge
Agent: Melissa Markham
Civic address: 163 Burgess Rd.

We are neighbours of this property and neighbours to Nancy Croitoru, Susan Eplett, John and Joy Crysdale, and Doug and Susan Gunton. Each of these residents have clearly stated their objections to the proposed development and their belief that the proposal must be rejected. We concur with their objections and believe that the proposal must be rejected.

Thank you for your careful consideration of proposal.

Eric Oliver

Rhondda Lymburner



Notice of Special Meeting of Planning Council

Outline for the 2026/28 Georgian Bay Official Plan Comprehensive Review and Bill 98 New Framework Update ("Review")

Take notice that: The Corporation of the Township of Georgian Bay ("Township") will hold a special meeting of Planning Council on:



Hearing Date:

August 26, 2026, 9:00 a.m.

Location:

Council Chambers and online via Zoom

The Council Chambers are in the Township offices at 99 Lone Pine Road, Port Severn, Ontario, Canada.

The Township is holding the special meeting under Section 26(3) of the Planning Act, R.S.O. 1990, c. P.13 ("**Planning Act**") for the Review to:

1. Offer the public with information regarding how the Review is to take place;
2. Discuss the "new official plan framework" required through Bill 98 amendments to the **Planning Act**; and
3. Receive comments and questions regarding the Review from First Nations, communities, stakeholders, and residents.

On a preliminary basis, Planning staff suggest the following topics, being:

- Environmental protection;
- Indigenous engagement;
- New designations and schedules;
- Policies for new designations;
- MOP, Community Plans, and site/area-specific policies (discussed in Environmental Registry of Ontario Number [026-0315](#));
- Water access, levels (including climate change resilience), navigation, and marinas;
- Employment, commercial and resorts;
- Housing in *settlement areas*;

- Port Severn Village Centre;
- MacTier boundary;
- Recreational water quality; and
- "Big picture" shoreline accessory use, building, and structure policies.

The Review applies to all lands in the Township.

For more information regarding the Review, please visit:

- [The Review Webpage](#); or
- [Planning Services Report 2026-122](#).

Participation:

Everyone is encouraged to participate. You may take part by:

1. Submitting comments to the Planning Department by email at planning@gbtownship.ca, by regular mail, or by using the drop box located beside the front doors at the Administration Centre.
2. Requesting a Zoom link to attend the special meeting online by contacting planning@gbtownship.ca prior to 3:00 pm on August 25, 2026.
3. Attending the special meeting in person at the Council Chambers.
4. Contacting the Township Planner, Jeff Kratky, by email at jkratky@gbtownship.ca or by phone at (705) 538-2337 ext. 237.

Approximately 1 week prior to the special meeting, the Planning Council Agenda and the Planning Services Report will be available at:
<https://georgianbay.civicweb.net/Portal/>

Please note that all comments and submissions received will become a part of the public record for the Review.

Additional Information and Material:

For more information regarding the Review, please visit:

- [The Review Webpage](#) and hit subscribe to receive updates; or
- [Planning Services Report 2026-122](#).

Dated this 20th day of July, 2026.



Karen Way
Clerk



6020 Highway 542, P.O. Box 420
Mindemoya, ON P0P 1S0
Tel: 705-377-5726
Fax: 705-377-5585
Email: ddeforge@centralmanitoulin.ca

July 20, 2026

The Honourable Doug Ford, Premier of Ontario
Bill Rosenberg MPP Algoma-Manitoulin
All Municipalities, Association of Municipalities of Ontario
Rural Ontario Municipal Association

RE: SUPPORT FOR THE ONTARIO HEALTH CARE SYSTEM

Please be advised that at the Municipality of Central Manitoulin Council meeting of June 25, 2026, the following motion was approved:

194-2026 That the Council of the Municipality of Central Manitoulin supports the following motion from the Municipality of Northeastern Manitoulin & The Islands:

WHEREAS the Canadian Center for Policy Alternatives (CCPA) has conducted research which unequivocally identifies that Ontario Hospitals are underfunded by the Government of Ontario;

AND WHEREAS the CCPA study, Failure by Design, clearly identifies that smaller and rural hospitals are disproportionately disadvantaged by the underfunding;

AND WHEREAS as a direct result of the underfunding Emergency Department wait times for an initial physician assessment have increased to 4.5 hours in 2024 – 2025 from 2.7 hours in 2020 – 2021;

AND WHEREAS 90 percent of patients spend on average 44 hours in the emergency department waiting to be admitted when further care is required;

AND WHEREAS the Provincial Government increased total health care spending from 7.4 percent of GDP in 2014 to only 7.6 percent of GDP by 2023, which did not keep pace with raising health care costs:

THEREFORE BE IT RESOLVED THAT the Council for the Municipality of Central Manitoulin request that the Province of Ontario provide immediate and sustained funding to improve hospital finances and capacity, which as per the recommendations in the CCPA study, would require an immediate injection of \$3.2 billion supported by annual increases of 6% per year thereafter.

AND FURTHER THAT this resolution be circulated for endorsement to:

- *All municipalities*
- *Association of Municipalities of Ontario*
- *Rural Ontario Municipal Association*
- *Bill Rosenberg, MPP Algoma-Manitoulin*
- *The Honourable Doug Ford, Premier of Ontario...carried.*

Sincerely,

A handwritten signature in black ink, appearing to read "D. Deforge", is written over a horizontal line.

Ms. Denise Deforge – CAO/Clerk
Municipality of Central Manitoulin

cc. File



PORT COLBORNE

Legislative Services

Municipal Offices: 66 Charlotte Street
Port Colborne, Ontario L3K 3C8 • www.portcolborne.ca

T 905.228.8031 F 905.834.5746

E charlotte.madden@portcolborne.ca

July 17, 2026

Email: premier@ontario.ca

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queens Park
Toronto, ON M7A 1A1

Dear Honourable Doug Ford:

Re: City of Port Colborne Support the City of Mississauga requesting a Provincial Review of Benchmarking, Funding Formulas, and Length-of-Stay Standards for Emergency Shelters Serving Women and Children Experiencing Intimate Partner Violence

Please be advised that, at its meeting of July 14, 2026 the Council of The Corporation of the City of Port Colborne supported the resolution received from the City of Mississauga regarding a Provincial Review of Benchmarking, Funding Formulas, and Length-of-Stay Standards for Emergency Shelters Serving Women and Children Experiencing Intimate Partner Violence.

The correspondence is attached for your consideration.

Sincerely,

Charlotte Madden
City Clerk

ec: The Honourable Michael Parsa, Minister of Children, Community and Social Services
The Honourable Rob Flack, Minister of Municipal Affairs and Housing
The Association of Municipalities of Ontario
Ann-Marie Norio, Regional Clerk, Niagara Region
Local MPPs – Jeff Burch, Wayne Gates, Sam Oosterhoff, Jennifer Stevens
All Ontario Municipalities



MISSISSAUGA

RESOLUTION 0147-2026
adopted by the Council of
The Corporation of the City of Mississauga
at its meeting on June 24, 2026

0147-2026 Moved by: Councillor N. Hart

Seconded by: Councillor C. Fonseca

WHEREAS women and children experiencing intimate partner violence rely on emergency shelters as a critical component of their safety, recovery, and transition to stable housing;

WHEREAS adequate lengths of stay in emergency shelters are often necessary to support safety planning, access to social services, legal supports, mental health resources, and housing stabilization;

WHEREAS funding formulas and service benchmarks directly influence shelter capacity, operations, and the ability of service providers to meet community needs;

Whereas The City of Mississauga declared Intimate Partner Violence an epidemic on September 13th 2023;

WHEREAS municipalities across Ontario utilize varying approaches to shelter funding and length-of-stay expectations, providing opportunities for benchmarking and best-practice review;

WHEREAS any reductions to funding based on the formulas may have unintended consequences on service levels and the availability of supports for individuals fleeing intimate partner violence;

THEREFORE BE IT FURTHER RESOLVED THAT the Mayor, on behalf of Council, write to the Premier of Ontario, the Minister of Children, Community and Social Services, the Minister of Municipal Affairs and Housing, and the local Members of Provincial Parliament requesting a provincial review of benchmarking, funding formulas, and length-of-stay standards for emergency shelters serving women and children experiencing intimate partner violence, with a view to ensuring adequate shelter stays and preventing reductions in funding that could negatively impact service delivery and client outcomes;

AND BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to the Premier of Ontario, the Minister of Children, Community and Social Services, the Minister of Municipal Affairs and Housing, local MPPs, the Association of Municipalities of Ontario (AMO), and all Ontario municipalities for their information and consideration.

Recorded Vote	YES	NO	ABSENT	ABSTAIN
Mayor C. Parrish				
Councillor S. Dasko	X			
Councillor A. Tedjo	X			
Councillor C. Fonseca	X			
Councillor J. Kovac	X			
Councillor N. Hart	X			
Councillor J. Horneck	X			
Councillor D. Damerla	X			
Councillor M. Mahoney	X			
Councillor M. Reid	X			
Councillor S. McFadden	X			
Councillor B. Butt	X			

Carried (11, 0)



MUNICIPALITY OF
SHUNIAH

COUNCIL RESOLUTION

Resolution No.: 265-26

Date: Jul 21, 2026

Moved By: _____

Seconded By: _____

THAT Council for the Municipality of Shuniah receives and supports the Resolution from the Town of Whitby regarding a Review of the Ontario Land Tribunal and Enhancing Deference to Municipal Planning Decisions;

AND THAT Council directs the Clerk to forward a copy of this resolution to FONOM, NOMA, AMO, TBDML, local MPPs and MPs, the Premier of Ontario, the Ontario Leader of the Official Opposition, and all Ontario municipalities.

☒ Carried

☐ Defeated

☐ Amended

☐ Deferred

Wendy Landry
Signature

Municipality of Shuniah, 420 Leslie Avenue, Thunder Bay, Ontario, P7B 1X8

June 25, 2026

Via Email

The Honourable Doug Ford
Premier of Ontario
premier@ontario.ca

Re: Review of the Ontario Land Tribunal and Enhancing Deference to Municipal Planning Decisions

Please be advised that at its meeting held on June 22, 2026, the Council of the Town of Whitby adopted the following as Resolution # 166-26:

Whereas local councils are elected by residents to make planning decisions that reflect the needs and priorities of their communities;

Whereas municipalities rely on extensive public consultation, professional planning advice, engineering studies, and technical reports when making land-use decisions;

Whereas the Ontario Land Tribunal (OLT) has the authority to overturn municipal planning decisions, often requiring municipalities to spend significant taxpayer dollars defending decisions that have already undergone a thorough local review process;

Whereas lengthy and costly appeals can delay housing projects, consume municipal resources, and reduce the ability of municipalities to focus on delivering services to residents; and,

Whereas local governments should have greater certainty and authority when decisions are consistent with approved Official Plans, provincial policies, and sound planning principles.

Now Therefore be it Resolved:

1. That the Government of Ontario be requested to review the role and mandate of the Ontario Land Tribunal to ensure greater respect for municipal planning decisions that are supported by evidence, public consultation, and approved planning policies;

2. That the Province consider amendments to the Planning Act and Ontario Land Tribunal Act to provide stronger deference to municipal decisions that align with provincial planning frameworks and Official Plans;
3. That the Province improve transparency and accountability within the Ontario Land Tribunal by requiring clear and detailed reasoning when municipal decisions are overturned;
4. That the Province explore measures to reduce the financial burden on municipalities defending planning decisions before the OLT, helping to protect taxpayer dollars and improve the efficiency of the planning process; and,
5. That Staff be directed to circulate this resolution to the Premier of Ontario, the Minister of Municipal Affairs and Housing, Local Members of Provincial Parliament, the Association of Municipalities of Ontario (AMO), and all Ontario municipalities for consideration and support.

Should you require further information, please do not hesitate to contact the Office of the Town Clerk at 905-430-4300.



Kathryn Douglas
Supervisor, Legislative Services
clerk@whitby.ca

Copy: C. Harris, Director of Legislative Services/Town Clerk - clerk@whitby.ca

The Honourable Rob Flack, Minister of Municipal Affairs and Housing - minister.mah@ontario.ca
Peter Bethlenfalvy, MPP, Pickering-Uxbridge - peter.bethlenfalvy@pc.ola.org
Lorne Coe, MPP, Whitby - lorne.coe@pc.ola.org
Jennifer K. French, MPP, Oshawa - jfrench-co@ndp.on.ca
Todd J. McCarthy, MPP, Durham - todd.mccarthy@pc.ola.org
Rob Cerjanec, MPP, Ajax - rcerjanec.mpp.co@liberal.ola.org
Laurie Scott, MPP, Haliburton-Kawartha Lakes-Brock - laurie.scott@pc.ola.org
Robin Jones, President, Association of Municipalities of Ontario - amopresident@amo.on.ca
All Ontario Municipalities