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AGENDA

Council

Hybrid - Online and Council Chambers

View Live on our Council Portal:

greyhighlands.ca/watchlive

or

Virtual Attendance Zoom Registration:

greyhighlands.ca/register

Wednesday, July 8, 2026 - 10:00 AM

Page

- 1 CALL TO ORDER
- 2 SINGING OF THE NATIONAL ANTHEM
- 3 SPECIAL PRESENTATION
- 4 APPROVAL OF THE AGENDA
 - 4.1 If required:
Amendments to the Agenda (note: should be time sensitive or urgent)
Requires 2/3 vote

That Council agree to add the following item to the agenda:

- 4.2 Approval of Agenda

That the agenda be approved as circulated/amended.

- 5 DECLARATION OF PECUNIARY INTEREST
- 6 OPEN FORUM
Register for Open Forum: www.greyhighlands.ca/register
Electronic registrations for Open Forum must be submitted prior to the commencement of the meeting and are requested at least 1 hour before the start of the meeting.
- 7 PRESENTATION AND DELEGATIONS
 - 7.1 MNP Annual Audit Presentation - 30 minutes

8 - 9

**That Council receive the presentation from MNP of the 2025 draft financial statements; and
That Council approve the Consolidated Financial Statements and Trust Fund Statements for the year ended December 31 2025.**

[2026-04-10-001](#)

8	ADOPTION OF MINUTES FROM PREVIOUS MEETING	
8.1	Minutes of the previous meeting	10 - 25
	That the minutes of the 2026-06-17 Council meeting be adopted as circulated.	
	Council - 17 Jun 2026 - Minutes - Html	
	ITEMS FOR CONSIDERATION	
9	CORPORATE ADMINISTRATION Chaired by Mayor McQueen	
9.1	Vacant municipal building - Georgian Heights - 726024 Sideroad 22b, Rocklyn	26 - 34
	That Council receive report CAO.26.06, Vacant municipal building - Georgian Heights - 726024 Sideroad 22b, Rocklyn for information; and	
	That Council direct staff to proceed with an open advertisement for offers to be reviewed by the Economic Development Advisory Committee for recommendations.	
	CAO.26.06-Vacant municipal building - Georgian Heights - 726024 Sideroad 22b, Rocklyn - Pdf	
10	CLS AND PLANNING Chaired by Councillor Allen	
10.1	Lift of Hold - 140 Peters Crescent	35 - 39
	That Council receive report PL.26.140, Lift of Hold - 140 Peters Crescent for information; and	
	That By-law 2026-068 being a by-law to approve Lift of Hold Z18.2026 be approved.	
	PL.26.140-Lift of Hold - 140 Peters Crescent - Pdf	
	Draft By-law No. 2026-068 - Z18.2026 140 Peters Crescent (Natasha Jonkers, Elise Friedman) 420818000718500 - Pdf	
10.2	Application for Heritage Property Tax Rebate (156386 Seventh Line)	40 - 48
	That Council receive report PL.26.145, Application for Heritage Property Tax Rebate for information; and	
	That Council approve By-law 2026-069 to approve the Heritage Conservation and Maintenance Agreement between the Municipality of Grey Highlands and the property owner of 156386 Seventh Line (Rocklyn), Rajani Alexander.	
	PL.26.145-Application for Heritage Property Tax Rebate (156386 Seventh Line) - Pdf	
	Draft By-law No. 2026-069 - Heritage Conservation and Maintenance Agreement at 156386 Seventh Line - Pdf	
10.3	Z14.2026 - 194519 Grey Road 13	49 - 51
	That Council receive report PL.25.146, Z14.2026 - 194519	

**Grey Road 13 for information; and
That Council approve By-law 2026-065 being a by-law to
approve Zoning By-law Amendment Z14.2026.**

[PL.25.146-Z14.2026 - 194519 Grey Road 13 - Pdf](#)
[Draft By-law No. 2026-065 - Z14.2026 Kortekaas Lot Addition
420818000926800 - Pdf](#)

10.4 Z15.2026 - Fairmount Farms 52 - 55

**That Council receive report PL.26.147, Z15.2026 - Fairmount
Farms for information; and
That Council approve By-law No. 2026-066 being a by-law to
approve Zoning By-law Amendment Z15.2026.**

[PL.25.147-Z15.2026 - Fairmount Farms - Pdf](#)
[Draft By-law No. 2026-066 - Z15.2026 Fairmount Farms
420839000507500 - Pdf](#)

10.5 Z17.2026 - 308114 Centre Line A 56 - 59

**That Council receive report PL.26.148, Z17.2026 - 308114
Centre Line A for information; and
That Council approve By-law 2026-067 being a by-law to
approve zoning by-law amendment Z17.2026.**

[PL.26.148-Z17.2026 - 308114 Centre Line A - Pdf](#)
[Draft By-law No. 2026-067 - Z17.2026 Conservation Side MFG Inc.
\(308114 Centre Line A\) 420814000105400 - Pdf](#)

11 COMMUNITY SERVICES
Chaired by Deputy Mayor Nielsen

12 ENVIRONMENTAL SERVICES
Chaired by Councillor Dubyk

12.1 Kimberley-Amik-Talisman Water Treatment Plant Optimization & Capacity Study - Follow Up 60 - 64

**That Council receive report ENV.26.14, KAT Water
Optimization and Capacity Study Follow Up for information;
and**

That Council refer this report to Committee of the Whole
[ENV.26.14-Kimberley-Amik-Talisman Water Treatment Plant
Optimization & Capacity Study - Follow Up - Pdf](#)

13 FINANCE
Chaired by Councillor Allwood

13.1 By-law 2026-070 - Amend Fees and Charges By-law 2025-009 65 - 69
(related to Council resolution 2026-361 passed at the June 3, 2026
meeting and Council resolution 2026-103 passed at the June 17,
2026 meeting)

**That Council approve By-law 2026-070 being a by-law to
amend By-law 2025-009, being a by-law to establish fees and**

charges collected by the Municipality of Grey Highlands.

[Draft By-law No. 2026-070 - Fees and Charges Amendment - Schedule A and Schedule F - Pdf](#)

- 14 FIRE, POLICE AND SAFETY
Chaired by Councillor Loughead
- 14.1 Station 1 Addition Update 70 - 79

**That Council receive report FES.26.09, Station 1 Addition Update, for information; and
That Council approve finalizing and issuing the tender for construction**

[FES.26.09-Station 1 Addition Update - Pdf](#)

- 15 TRANSPORTATION AND PUBLIC SPACES
Chaired by Councillor Wickens
- 15.1 Award of RFT-F18-2026-10 Highway 10 Connecting Link Markdale 80 - 84

That Council receive report TPS.26.22, Award of RFT-F18-2026-10 Highway 10 Connecting Link Markdale for information; and

**That Council support awarding the tender to Cox Construction in the amount of \$5,838,698.18 (excluding HST); and
That Council support a 10% contingency allowance to be carried internally for this project.**

[TPS.26.22-Award of RFT-F18-2026-10 Highway 10 Connecting Link Markdale - Pdf](#)

- 16 MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN

- 16.1 Councillor Loughead - Escarpment Corridor Alliance motion - Notice was previously presented at the 2026-06-17 Council meeting.

That Council recognizes the importance of broad ecological connectivity as a foundation of resilient growth, ecosystem services, and climate resilience; and

That Council acknowledges that lands within the Grey Highlands form part of an emerging ecological corridor across the South Georgian Bay region; and

That Council endorses the work of the Escarpment Corridor Alliance as a collaborative partner in strengthening ecological connectivity, stewardship, nature-based recreation opportunities and long-term protection of natural systems; and

That staff be directed to consider opportunities to integrate ecological connectivity objectives into relevant initiatives, including the Natural Asset Inventory, Natural Heritage Review, land use planning, and strategic partnerships.

- 16.2 Deputy Mayor Nielsen - Members of the public committee appointments - Notice was previously presented at the 2026-06-17 Council meeting. 85 - 138

**Whereas Grey Highlands Council values public input and membership on committees and taskforces; and
Whereas it is important that many diverse members of the community have an opportunity to join committees and taskforces; now**

Therefor be it resolved that Council direct staff to bring forward an amending by-law to amend the Procedure By-law No. 2024-097 to insert an additional section that Council limit community member appointments to two committees and/or task forces of council at any given time.

[Owen Sound By-law 2026-053-board-and-committee-by-law-consolidated](#)
[Consolidated By-law No. 2024-097 - Procedure By-law - Pdf](#)

- 16.3 Councillor Wickens - No Parking on Kinburn Street - Notice was previously presented at the 2026-06-17 Council meeting. 139 - 140

That Council direct staff to prepare a report on options for no parking on the unopened portion of Kinburn Street in Eugenia.

[2026-06-17 - Council Correspondence unopened portion of Kinburn St.](#)

17 NOTICE OF MOTIONS

18 CONSENT AGENDA

Consent Approval

**That the items on the Consent Agenda be approved with the exception of the items extracted for alternate consideration.
Items extracted:**

- 18.1 2026-06-08 - Seniors Advisory Committee Meeting Minutes 141 - 143

That Council receive the unapproved minutes of the 2026-06-08 Seniors Advisory Committee meeting for information.

[Seniors Advisory Committee \(SAC\) - 08 Jun 2026 - Minutes - Html](#)

- 18.2 Public Planning Hearing Minutes 144 - 380

That Council receive the 2026-06-22 Public Planning Hearing minutes for information.

[Public Planning Hearing - 22 Jun 2026 - Minutes - Pdf](#)

- 18.3 Peace Committee Meeting minutes 381 - 386

That Council receive the 2026-05-25, 2026-06-01 and 2026-06-15 Peace Committee meeting minutes for information.

[May 25th Minutes](#)

[June 1st Minutes](#)

[June 15 Minutes](#)

18.4 Committee of Adjustment Meeting Minutes 387 - 389

That Council receive the 2026-06-09 Committee of Adjustment meeting minutes for information.

[Committee of Adjustment \(COA\) - 09 Jun 2026 - Minutes - Html](#)

18.5 2026-06-16 - Economic Development Advisory Group Meeting Minutes 390 - 394

That Council receive the unapproved minutes of the 2026-06-16 Economic Development Advisory Group meeting for information.

[Economic Development Advisory Group \(EDAG\) - 16 Jun 2026 - Minutes - Html](#)

18.6 Grey Bruce OPP Detachment Board Minutes 395 - 404

That Council receive the 2026-05-26 Grey Bruce OPP Detachment Board meeting minutes and 2026-05-22 Sub Committee meeting minutes for information.

[Grey Bruce OPP Detachment Board Minutes - May 26, 2026](#)

[Grey Bruce OPP Detachment Board Sub Committee - May 22, 2026](#)

19 GENERAL ANNOUNCEMENTS

20 CLOSED SESSION

20.1 Move into Closed

That Council proceed into closed session at [time] to discuss matters related to the following:

- **Committee Appointments - 239 (2)(b) - personal matters about an identifiable individual, including municipal or local board employees; and**

That CAO Karen Govan and Clerk Amanda Fines-VanAlstine remain in attendance.

20.2 Reconvene in Open Session

20.3 Report out from Closed Session 405

That a closed meeting was held and only closed session items identified were discussed in closed session; and

That Council approve By-law 2026-071 being a by-law to amend By-law 2022-103, being the 2022-2026 Appointment By-law, to appoint members as follows:

- **Heritage Grey Highlands Committee:**
 - _____
 - _____
- **Memorial Relocation Task Force:**
 - _____

- _____
- _____
- _____
- _____
- **Council appointee _____**
- **Council appointee _____; and**

That there is nothing further to report.

-or-

That Council directed staff to [outline direction provided].

[Draft By-law No. 2026-071 - Amend 2022-2026 Appointment By-law - Pdf](#)

21 CONFIRMING BY-LAW

21.1 Confirming By-law

406

That By-law 2026-072, being a by-law to confirm the proceedings of Council on July 8, 2026, be read a first second and third time, and finally passed; and

That the Mayor and Clerk be authorized to sign and seal the same notwithstanding any contrary provision of Council.

[Draft By-law No. 2026-072 - 2026-07-08 - Confirming By-law - Pdf](#)

22 UPCOMING MEETINGS

22.1 Upcoming Meetings

2026-07-20 @ 1:30 pm - Community Safety Committee

2026-07-22 @ 10:00 am - Council meeting

23 ADJOURNMENT

23.1 Adjourn

That Council adjourn until the next regularly scheduled meeting or until the call of the Chair.

Time:

Presentation Request Form

Presentation requirements are provided for by the Municipal Procedural By-law and completion of this form facilitates administration of presentation requests. Once the completed application is submitted to the Clerk, you will be contacted by staff to confirm your placement on the appropriate agenda. Incomplete applications will be returned. Please note that all meetings are open to the public except where permitted to be closed to the public under legislated authority.

This form and all supporting materials (i.e. PPT presentations) must be submitted no later than 7 business days prior to your requested meeting date.

You can print this form at anytime by right clicking and selecting print. A copy will automatically be emailed to you once you submit.

I wish to appear before Council on:

Preferred Date: (click the link below to access Council Calendar) *

7/8/2026 

Alternate Date: (click the link below to access Council Calendar) *

7/8/2026 

[Grey Highlands Council Calendar](#)

Be sure to filter the Calendar meeting type to show Council only.

Name of Group/Organization/Business:

MNP

Individual/Spokesperson *

Robyn Strangway-Calder

Street Number:

Street Name:

P.O. Box

Town/City:

Province *

Ontario

Postal Code

Phone Number: *

226.279.0023

Email Address: *

r.strangway-calder@mnp.ca

Reason(s) for Presentation Request (subject matter to be discussed):

Presentation of the 2025 draft consolidated financial statements

Please provide us with your digital copy of your presentation.

[Rules and Regulations of Presentations.](#)

By clicking below, you acknowledge, understand and agree, either on behalf of yourself or the group you are representing, to the rules regarding Delegations as provided per Section 41 of By-law 2024-097

*

I agree

Notice of Collection: Personal information collected on this form is authorized under the Municipality's Procedural By-law and will be used to contact individuals and/or organizations requesting an opportunity to appear as a delegation before Council. The Delegation Request Form, as well as the information submitted therewith, will become part of the public record through the published Agenda on the Municipal Website. Questions about this collection can be directed to the Director of Council and Legislative Services/Clerk, 206 Toronto St. S., Unit 1, Markdale, ON N0C 1H0 or by calling 519 986 1216 Ext 233

**The Municipality of Grey Highlands
Council Minutes
Wednesday, June 17, 2026
Hybrid - Online and Council Chambers**

Council Present:

Mayor Paul McQueen, Deputy Mayor Dane Nielsen, Councillor Paul Allen, Councillor Tom Allwood, Councillor Nadia Dubyk, Councillor Joel Loughead, and Councillor Dan Wickens

Council Absent:

Staff:

Chief Administrative Officer Karen Govan, Director of Transportation Chris Cornfield, Director of Finance/Treasurer Anna McCarthy, Director of Environmental Services Shawn Moyer, Fire Chief Marty Wellwood, Clerk Amanda Fines-VanAlstine, Director/Deputy Clerk Jerri-Lynn Levitt, and Director of Community Services Shawnette Crouse

Page

1 Call to Order

Mayor McQueen called the meeting to order at 10:00am.

2 Singing of the National Anthem

3 Approval of the Agenda

3.1 Amendments to the Agenda

2026-383

Dan Wickens - Nadia Dubyk

That Council agree to add the following item to the agenda:

- **Addition of an amendment to the Fees and Charges By-law as item 11.3**

CARRIED.

3.2 Approval of Agenda

2026-384

Dane Nielsen - Tom Allwood

**That the agenda be approved as amended.
CARRIED.**

4 Declaration of Pecuniary Interest

Councillor Dubyk - Item 17.5 Bruce Trail Conservancy

5 Open Forum

Lucas Oldfied spoke on item 13.2

Erica Ferguson spoke on item 6.2

6 Presentation and Delegations

- 6.1 Emily Williamson - Saugeen Valley Conservation Authority
SVCA Watershed Water Quality Report

2026-385

Paul Allen - Joel Loughead

That Council receive the delegation from Emily Williamson of Saugeen Valley Conservation Authority on the topic of the SVCA Watershed Water Quality Report for information.

CARRIED.

[2026-05-29-001](#)

[2023 Annual Surface Water Report](#)

[2026_WQ_GREY_HIGHLANDS](#)

- 6.2 Jarvis Strong - Escarpment Corridor Alliance
The Emerging South Georgian Bay Ecological Corridor

2026-386

Dane Nielsen - Joel Loughead

That Council receive the delegation from Jarvis Strong of Escarpment Corridor Alliance on the topic of the Emerging South Georgian Bay Ecological Corridor for information.

CARRIED.

Council recessed from 10:54 to 11:04 am.

[2026-06-01-001](#)

[Grey Highlands 2026.pdf-compressed](#)

7 Adoption of Minutes from Previous Meeting

7.1 Minutes of the previous meeting

2026-387

Tom Allwood - Dane Nielsen

That the minutes of the 2026-06-03 Council meeting be adopted as circulated.

CARRIED.

[Council - 03 Jun 2026 - Minutes - Html](#)

Items for Consideration

8 CLS and Planning

Chaired by Councillor Allen

8.1 By-law 2026-055 - Amend Appointment By-law

2026-388

Nadia Dubyk - Tom Allwood

That Council approve By-law 2026-055, being a by-law to amend By-law 2022-103, the 2022-2026 Appointment By-law.

CARRIED.

[By-law No. 2026-055 - Amend By-law 2022-103 \(2022-2026 appointment by-law\) - Pdf](#)

8.2 By-law 2026-058 - Lease Agreement - Southwest Crematoriums Ltd. (related to Council resolution 2026-356, passed at the June 3, 2026 Council meeting)

2026-389

Nadia Dubyk - Joel Loughead

That Council approve By-law 2026-058, being a by-law to authorize the execution of a lease agreement between Southwest Crematoriums Ltd. and the Corporation of the Municipality of Grey Highlands.

CARRIED.

[Draft By-law No. 2026-058 - Lease Agreement - Southwest](#)

[Crematoriums Ltd. - Pdf](#)

- 8.3 Markdale Ag. Society - Ball tournament Noise exemption request

Staff Report CLS.26.11

2026-390

Dane Nielsen - Tom Allwood

That Council receive staff report CLS.26.11 - Ball Tournament Noise exemption request for information; and

That Council approve the request from the Markdale Ag.

Society for a noise exemption on July 24th, 2026 from 6pm - 12am and July 25th, 2026 from 7am to 10pm.

CARRIED.

[CLS.26.11-Markdale Ag. Society - Ball tournament Noise exemption request - Pdf](#)

- 8.4 Bill 97 – Changes to Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and Impacts on Grey Highlands

Staff Report CLS.26.12

2026-391

Nadia Dubyk - Dan Wickens

That Council receive report CLS.26.12, Bill 97 – Changes to MFIPPA for information; and That Council direct staff to report back with options to support compliance, including resourcing, process improvements, and records management modernization.

CARRIED.

[CLS.26.12-Bill 97 – Changes to Municipal Freedom of Information and Protection of Privacy Act \(MFIPPA\) and Impacts on Grey Highlands - Pdf](#)

- 8.5 Request for Extension for Part Lot Control By-law (Rayville Developments)

Staff Report PL.26.131

2026-392

Paul McQueen - Tom Allwood

That Council receive report PL.26.131, Request for Extension for Part Lot Control By-law (Rayville Developments); and That Council approve By-law 2026-059, being a by-law to amend By-law 2024-007 to extend the time period of a Part Lot Control By-law for an additional three years for those lands known as Centre Point South (Devonleigh).

CARRIED.

[PL.26.131-Request for Extension for Part Lot Control By-law \(Rayville Developments\) - Pdf](#)

[Draft By-law No. 2026-059 - Amend By-law 2024-007 - Part Lot Control By-law - Rayville Developments Centre Point South - Pdf](#)

8.6 Z22.2025 - 734626 West Back Line

Staff Report PL.26.132

2026-393

Nadia Dubyk - Dan Wickens

That Council receive report PL.26.132, Z22.2025 - 734626 West Back Line for information; and That Council approve By-law 2026-060 being a by-law to approve Zoning By-law Amendment Z22.2025.

CARRIED.

[PL.26.132-Z22.2025 - 734626 West Back Line - Pdf](#)

[Draft By-law No. 2026-060 - Z22.2025 734626 West Back Line 420818000112100 - Pdf](#)

8.7 Z30.2025 - Canyon Hill Developments

Staff Report PL.26.126

2026-394

Paul McQueen - Tom Allwood

That Council receive report PL.26.126, Z30.2025 - Canyon Hill Developments for information; and That Council approve By-law 2026-061 being a by-law to approve Zoning By-law Amendment Z30.2025.

CARRIED.

[PL.26.126-Z30.2025 - Canyon Hill Developments - Pdf](#)
[Draft By-law No. 2026-061 - Z30.2025 Canyon Hill Developments Ltd. 420818001025710 - Pdf](#)

8.8 Z12.2026 - Grey Road 40 (Meaford)

Staff Report PL.26.127

2026-395

Nadia Dubyk - Tom Allwood

That Council receive report PL.26.127, Z12.2026 - Grey Road 40 (Meaford) for information; and

That Council approve By-law 2026-062 being a by-law to approve Zoning By-law Amendment Z12.2026.

CARRIED.

[PL.26.127-Z12.2026 - Grey Road 40 \(Meaford\) - Pdf](#)
[Draft By-law No. 2026-062 - Z12.2026 825391 Grey Road 40 Meaford 420839000805800, 420839000805900 - Pdf](#)

8.9 Z13.2026 - 193 Blue Mountain Maples Road

Staff Report PL.26.128

2026-396

Dane Nielsen - Paul McQueen

That Council receive report PL.26.128, Z13.2026 - 193 Blue Mountain Maples Road for information; and

That Council Council approve By-law 2026-063 being a by-law to approve Zoning By-law Amendment Z13.2026.

CARRIED.

[PL.26.128-Z13.2026 - 193 Blue Mountain Maples Road - Pdf](#)
[Draft By-law No. 2026-063 - Z13.2026 193 Blue Mountain Maples Road \(Gene Martin, VanRooyens\) 420818000920500 - Pdf](#)

9 Community Services

Chaired by Deputy Mayor Nielsen

None.

10 Environmental Services

Chaired by Councillor Dubyk

10.1 2026-06-01 - Joint Waste and Diversion Site Board Meeting Minutes

2026-397

Paul Allen - Dan Wickens

That Council receive the unapproved minutes of the 2026-06-01 Joint Waste and Diversion Site Board meeting for information.

CARRIED.

2026-398

Dan Wickens - Paul Allen

That Council direct staff to bring back a report to the Joint Waste and Diversion Site Board on the provision of Household Hazardous Waste services at the Markdale-Holland Waste and Diversion Site, covering the necessary approvals and financial implications to both municipalities of offering the service.

CARRIED.

[Joint Waste and Diversion Site Board - 01 Jun 2026 - Minutes - Html](#)

10.2 By-law 2026-057 - Amend Adopt-A-Road Policy A09-T-01
(related to Council resolution 2026-367 passed at the June 3, 2026 Council meeting)

2026-399

Dan Wickens - Dane Nielsen

That Council approve By-law 2026-057, being a by-law to amend By-law 2012-69 and to adopt the updated Adopt-A-Road Policy A09-T-01.

CARRIED.

[Draft By-law No. 2026-057 - Amend Adopt-A-Road Policy A09-T-01 - Pdf](#)

11 Finance

Chaired by Councillor Allwood

11.1 By-law 2026-056 - Amend By-law 2022-050 - Procurement By-law

(related to Council resolution 2026-369 passed at the June 3, 2026 Council meeting)

2026-400

Nadia Dubyk - Dan Wickens

That Council approve By-law 2026-056, being a by-law to amend Procurement By-law No. 2022-050.

CARRIED.

[Draft By-law No. 2026-056 - Procurement By-law Amendment - Pdf](#)

11.2 Development Charges Reduction Program

Staff Report FIN.26.15

2026-401

Paul Allen - Dane Nielsen

Main Motion:

That Council receive report FIN.26.15 Development Charges Reduction Program for information.

CARRIED.

2026-402

Paul McQueen - Nadia Dubyk

Amendment:

That the main motion be amended to include;

and That Council authorize staff to submit an application to the Ontario Development

Charges Reduction Program (DCRP); and

That Council support, in principle, a reduction in residential development charges to a

total of 30% in accordance with program requirements, subject to funding approval

and execution of any Agreement; and

That Council commit to providing the municipal contribution of at least 10% required

under the program.

LOST.

[FIN.26.15-Development Charges Reduction Program - Pdf](#)

- 11.3 *Addition to the agenda
Amendment to the Fees and Charges By-law

2026-403

Dan Wickens - Paul McQueen

That Council direct staff to bring back an amending By-law to the fees and charges by-law 2025-009, as amended to increase the fee for Grey Highlands flags to \$50.00.

CARRIED.

Council recessed from 12:22pm to 1:00 pm.

12 Fire, Police and Safety

Chaired by Councillor Loughead

- 12.1 Community Emergency Preparedness Grant Update

Staff Report FES.26.07

2026-404

Dane Nielsen - Paul Allen

That Council receive report FES.26.07, Community Emergency Preparedness Grant for information.

CARRIED.

[FES.26.07-Community Emergency Preparedness Grant Update - Pdf](#)

13 Transportation and Public Spaces

Chaired by Councillor Wickens

- 13.1 By-law to Regulate the Speed on 3rd Line A

Staff Report TPS.26.20

2026-405

Paul McQueen - Paul Allen

That Council receive report TPS.26.20, By-law to Regulate the Speed on 3rd Line A for information; and

That Council approve By-law 2026-054 being a by-law to Regulate the Speed on 3rd Line A.

CARRIED.

[TPS.26.20-By-law to Regulate the Speed on 3rd Line A - Pdf](#)
[By-law No. 2026-054 - Reduce Speed Limit - 3rd Line A - Pdf](#)

13.2 Ceylon Site Alteration and Fill Project Update

Staff Report TPS.26.21

2026-406

Nadia Dubyk - Tom Allwood

Main motion:

That Council receive report TPS.26.21, Ceylon Site Alteration and Fill Project Update for information.

2026-407

Dane Nielsen - Nadia Dubyk

Amendment:

That the main motion be amended to add:

and

That Council direct staff to put a final deadline for a land survey of July 15th, 2026 and that if one is not received, one is to be completed by the municipality at a cost to the land owner.

CARRIED.

2026-408

Main motion as amended:

That Council receive report TPS.26.21, Ceylon Site Alteration and Fill Project Update for information; and

That Council direct staff to put a final deadline for a land survey of July 15th, 2026 and that if one is not received, one is to be completed by the municipality at a cost to the land owner.

CARRIED.

[TPS.26.21-Ceylon Site Alteration and Fill Project Update - Pdf](#)

14 Corporate Administration

Chaired by Mayor McQueen

14.1 Update on Grant Applications and Awards

Staff Report CAO.26.05

2026-409

That Council receive report CAO.26.05, Update on Grant Applications and Awards for information.

CARRIED.

[CAO.26.05-Update on Grant Applications and Awards - Pdf](#)

15 Motions for Which Notice has been Given

None.

16 Notice of Motions

16.1 Councillor Loughead - Escarpment Corridor Alliance motion

16.2 Councillor Dubyk - Indigenous Reconciliation Action Plan

16.3 Deputy Mayor Nielsen - Members of the public committee appointments

16.4 Councillor Wickens - Parking on Kinburn Street in Eugenia

17 Consent Agenda

Consent Approval

2026-410

Dane Nielsen - Tom Allwood

That the items on the Consent Agenda be approved with the exception of the items extracted for alternate consideration.

Items extracted: 17.5, 17.7 & 17.8

CARRIED.

17.1 2026-05-25 - Public Planning Hearing Minutes

2026-411

That Council receive the 2026-05-25 Public Planning Hearing

**minutes for information.
CARRIED.**

[Public Planning Hearing - 25 May 2026 - Minutes - Html](#)

- 17.2 2026-04-29 - Grey Highlands Public Library Board Meeting Minutes and May CEO Report

2026-412

**That Council receive the 2026-04-29 Grey Highlands Public Library Board meeting minutes and May 2026 CEO report for information.
CARRIED.**

[May 2026 CEO Report](#)

[April 2026 Approved Minutes](#)

- 17.3 2026-04-22 - Grey Sauble Conservation Authority - Meeting Minutes and 2025 Financial Statements

2026-413

**That Council receive the 2026-04-22 Grey Sauble Conservation Authority meeting minutes and 2025 Financial Statements for information.
CARRIED.**

[04 GSCA BOD MINUTES 22APR2026 FINAL](#)

[GSCA AUDITED-FINANCIAL-STATEMENTS 27MAY2026](#)

- 17.4 2026-05-22 - Nottawasaga Valley Conservation Authority Meeting Highlights

2026-414

**That Council receive the 2026-05-22 Nottawasaga Valley Conservation Authority Meeting Highlights for information.
CARRIED.**

[Highlights 5-22](#)

- 17.5 2026-02-25 - Bruce Trail Conservancy and 2026-03-16 - City of Burlington Correspondence regarding Conservation Severances (McQueen)

Councillor Dubyk declared a pecuniary interest on this item.

2026-415

Paul McQueen - Tom Allwood

That Council receive the 2026-02-25 Bruce Trail Conservancy and 2026-03-16 City of Burlington correspondence related to conservation severances for information; and

That Council direct staff to report back on the implications of the Bruce Trail's request.

CARRIED.

[Bruce Trail Conservancy - Streamlining Conservation](#)

[Sample Letter Mayor Meed Ward Letterhead- Municipal Letter of Support Burlington](#)

- 17.6 2026-06-01 - MMAH Correspondence re: Protecting Ontario's Streets and Communities Act, 2026 (McQueen)

2026-416

That Council receive the 2026-06-01 MMAH Correspondence regarding Protecting Ontario's Streets and Communities Act, 2026 for information.

CARRIED.

[234-2026-1746 HOC Bill 119 Notification Letter English SIGNED](#)

- 17.7 2026-06-06 - Thorpe Correspondence regarding Cat Regulations (Allen)

2026-417

Paul Allen - Dane Nielsen

That Council receive the 2026-06-06 Thorpe Correspondence regarding Cat Regulations for information.

CARRIED.

[2026-06-06 Thorpe Correspondence](#)

- 17.8 2026-06-06 - Croft Correspondence regarding Sproule and Mark Street Safety (Allen)

2026-418

Nadia Dubyk - Joel Loughead

Main Motion:

That Council receive the 2026-06-06 Croft Correspondence regarding Sproule and Mark Street Safety for information; and That Council refer to the Community Safety Committee for Recommendations.

2026-419

Nadia Dubyk - Dan Wickens

Amendment:

That the main motion be amended to remove: refer to the Community Safety Committee for recommendations.

and replace with:

direct staff to review Sproule street safety and come back with recommendations.

CARRIED.

2026-420

Nadia Dubyk - Joel Loughead

Main Motion as amended:

That Council receive the 2026-06-06 Croft Correspondence regarding Sproule and Mark Street Safety for information; and That Council direct staff to review Sproule street safety and come back with recommendations.

CARRIED.

[2026-06-06 Croft Correspondence](#)

17.9 Procedural Motion:

2026-421

Dan Wickens - Paul McQueen

That Council waive the requirements of the procedure By-law to add an additional Notice of Motion.

CARRIED by 2/3.

18 General Announcements

Members of Council provided information on recently attended or upcoming events.

19 Closed Session

None.

20 Confirming By-law

20.1 Confirming By-law

2026-422

Tom Allwood - Dan Wickens

That By-law 2026-064, being a by-law to confirm the proceedings of Council on June 17, 2026, be read a first second and third time, and finally passed; and

That the Mayor and Clerk be authorized to sign and seal the same notwithstanding any contrary provision of Council.

CARRIED.

[Draft By-law No. 2026-064 - 2026-06-17 - Confirming By-law - Pdf](#)

21 Upcoming Meetings

21.1 Upcoming Meetings

2026-06-22 @ 5:00 pm - Public Planning Hearing

2026-06-24 @ 9:00 am - Committee of the Whole

2026-06-25 @ 5:00 pm - Lake Management Task Force

2026-07-08 @ 10:00 am - Council meeting

22 Adjournment

22.1 Adjourn

2026-423

Dane Nielsen - Joel Loughead

That Council adjourn until the next regularly scheduled meeting or until the call of the Chair.

Time: 2:55 pm

CARRIED.

The minutes contained herein have been reviewed by the members. Minutes are not deemed as approved until received at the next meeting.

REPORT

TO: Council
FROM: Bobbi Scully
DATE: July 8, 2026
REPORT: CAO.26.06
Vacant municipal building - Georgian Heights - 726024 Sideroad 22b,
SUBJECT: Rocklyn

RECOMMENDATION:

That Council receive report CAO.26.06, Vacant municipal building - Georgian Heights - 726024 Sideroad 22b, Rocklyn for information; and
That Council direct staff to proceed with an open advertisement for offers by reviewed the Economic Development Advisory Committee for recommendations.

BACKGROUND AND ANALYSIS:

The Municipality of Grey Highlands owns a vacant building at 726024 Sideroad 22B in Rocklyn. The building sits on the same property as the Rocklyn Transportation Depot. Constructed in 1989 and is approximately 3,055 sq. Ft. the one-story structure is built on a concrete slab, with a pitched steel roof frame. Previous uses include municipal offices, and private school.

In consultation with Senior Management, a review of the Municipality's Strategic Plan and associated workplans did not identify any foreseeable municipal use to advance current priorities. As a result, the building represents an underutilized municipal asset that continues to incur holding and maintenance responsibilities without delivering a direct operational benefit.

The property is zoned Highway and Service Commercial (C2), which permits a range of uses including retail, office, and service based commercial uses. This zoning provides flexibility and supports the potential to lease the building for compatible use. Section 5.17 (d) of the Grey Highlands Zoning By-law states "Nothing in this By-law shall prevent the following: any building, structure, use, service, or utility of any department of the Corporation of the Municipality of grey highlands, The Corporation of the County of Grey, or the Provincial or Federal Government, provided any buildings erected or used shall be designed and used in a manner compatible with the area in which it is located." This clause permits residential use of the building. The building is located on a shared property with the Transportation Depot, with shared well service and separate septic and heating systems. Staff have confirmed that leasing the building is feasible and can be managed without impacting depot operations, provided that parking and site

circulation are clearly defined in any lease agreement. Any lease options should comply with Policy A09-L-03 Municipal Lease Policy.

A review of the building condition was completed using the 2023 Building Condition Assessment, supported by a recent visual inspection by staff in May of 2026 that both indicates that the building is in general good structural condition, with no signs of distress observed in accessible areas. The BCA and inspection also show identified lifecycle renewal needs of approximately \$119,000 including upgrades and repairs to lighting, electrical systems, flooring and interior finishes, as well as future replacement of plumbing fixtures and fuel storage tanks. These lifecycle replacement items are typical of a building this age and include some capital improvements that would be the responsibility of the tenant under the A09- L-03 Municipal Lease Policy Section 4.g.ii. Options to sever and sell have been reviewed and are not recommended. Severance is not feasible due to zoning, servicing, and access constraints. Sale of the property would impact the operation of the Transportation Depot and could require significant capital investment to relocate that service. It has not been identified in any long-term capital or operational planning, and as such, sale of the entire site is not the recommended option at this time.

Pursuing the leasing of this building, presents an opportunity to promote various economic development activities that could be facilitated, such as local tourism initiatives, business retention and expansion, workforce development, or community services. There is an opportunity to lease 2 office spaces with a shared kitchen. This has limited impact on the building but would require interior renovations to better divide the office spaces and could be charged back to the tenants. Staff are recommending that Council put out an open advertisement for offers, and that staff provide a report to the Economic Development Advisory Committee to disclose details of offers received. The Economic Development Advisory Committee would work with staff to weigh the benefits of various offers against the Municipal Lease Policy and current trends to make a recommendation to Council on the best fit, and terms and conditions of the lease agreement.

OPERATIONAL CONSIDERATIONS:

The building is operationally viable but requires upgrades prior to occupancy. The BCA identified key renewal items including:

- Lighting Upgrades \$15,792
- Flooring Replacement \$9,300
- Electrical Panel Replacement \$7,500 (electrician opinion required)
-

Accessibility improvements will also be required to meet both AODA standards and Grey Highlands' Multi-Year Accessibility Plan. This includes installation of accessible entry doors, designated accessible parking signage, and potentially a minor renovation to accommodate a fully accessible barrier-free washroom. Alternatively, Council could direct staff to proceed with accessibility upgrades and lease the building as an accessible unit, regardless of use.

While these upgrades are necessary for occupancy, it is recommended that they not be completed in advance of securing a tenant. Deferring the work allows staff to align improvements with the proposed use, avoid unnecessary or duplicate upgrades, and to negotiate cost-sharing or tenant-led improvements through the lease.

From a site perspective, the building can accommodate 4 parking spaces at the front of the building. Parking cannot be permitted at the side due to depot access needs. The

Transportation Department has confirmed that they could paint lines for 4 parking spaces, including 1 accessible parking space, within their regular duties. The Grey Highlands Fire Department will inspect the building prior to occupancy to ensure that any deficiencies have been addressed. The Ontario Building Code may also apply depending on the tenant's intended use, particularly if a change of occupancy classification occurs.

GREY HIGHLANDS STRATEGIC PLAN:

Responsible Governance - Complete a comprehensive municipally-owned property review to determine how properties can be effectively used to advance municipal strategic objectives.

Vibrant Economy - Drive economic development by strategically investing in infrastructure to attract growth in new business, develop initiatives that attract workforce, and promote economic diversity to ensure a robust and sustainable local economy.

FINANCIAL IMPACT:

A preliminary review of comparable commercial rental properties is provided below. Based on this high-level commercial use comparison, asset management practices, and the A09-L-07 Municipal Leasing Policy guidelines, the recommended monthly rent is estimated at \$3,000. This price point encourages a long-term tenant, generates reasonable income for the municipality, covers the cost of minor maintenance, property upkeep like grass cutting, snow blowing, domestic and wastewater maintenance, and ongoing asset management contributions.

For opinion of value based on 2 units, it is recommended that Council direct staff to obtain an Opinion of Value from a licensed Realtor or Real Estate Appraiser.

Cost Recovery Analysis

When viewed annually:

- Estimated Revenue: \$36,000/year
- Estimated lifecycle costs (avg): \$23,800/year (minor maintenance, domestic and wastewater maintenance, property maintenance, asset management contributions)
-

This indicates that leasing has the potential to:

- Offset the majority of lifecycle costs
- Provide a net positive contribution, depending on lease structure
- Reduce reliance on municipal tax support for this asset
-

This does not include additional cost recovery that may be achieved through:

- Tenant-funded improvements
- Recovery of utilities
- Allocation of certain maintenance responsibilities through lease terms

POLICIES/LEGISLATION::

The proposed leasing approach aligns with Municipal Leasing Policy A09-L-03, having been adopted through By-law 2021-047, which supports leasing surplus properties through a fair and transparent process while protecting municipal interests. The policy also allows for tenant responsibility for certain capital improvements, where appropriate. Provincial legislation guiding this activity includes the Commercial Tenancies Act, Occupier's Liability Act, AODA, Ontario Building Code, and the Ontario Fire Code, all of which establish requirements for safety, accessibility, and the landlord-tenant relationship.

CONSULTATION:

Transportation Department, Chris Cornfield
Environmental Services Department, Shawn Moyer
Grey Highlands Fire Department, Chief Marty Wellwood
Ashley Bilodeau, Planner

ATTACHMENTS OR REFERENCE:

Municipal Lease Policy A09-L-07

Approved By:

Anna McCarthy, Director of
Finance/Treasurer
Karen Govan, Chief
Administrative Officer

Status:

Approved - 18 Jun 2026
Approved - 29 Jun 2026



**The Corporation of the Municipality of
Grey Highlands**

206 Toronto Street South, Unit 1, Box 409
Markdale, ON N0C 1H0
Tel.: 519-986-1216

Grey Highlands Policy

Policy Name: Municipal Lease Policy

Policy Number: A09-L-03

Department: Corporate

Authority: Council

Effective Date: April 21, 2021 – By-law 2021-047

Supersedes: None

Last modified: n/a

1. Purpose

- a. The Corporation of the Municipality of Grey Highlands is committed to establishing consistent and transparent controls and procedures for the leasing of property owned by the Municipality, while ensuring that corporate assets and interests are safeguarded.
- b. This policy provides a framework for managing leases that is fair, reasonable and in the best interests of the Municipality and in support of Council approved projects, programs and policies and in keeping with the Municipality's strategic direction.
- c. This policy ensures compliance with the provisions of the Municipal Act 2001, the Assessment Act, and any other applicable statutes and Municipal policies with respect to leasing of property.

2. Scope

- a. This policy applies to all parties entering into lease agreements with the Corporation of the Municipality of Grey Highlands. This includes any agents, assignees, or authorized consultants acting on behalf of the Municipality for use of municipally-owned properties.
- b. This policy applies to all new agreements and existing agreements upon renewal for occupancy or municipal property defined as revenue leases.
- c. This policy does not apply to facility rentals agreements for recreational purposes, recreation sign agreements, employment contracts between an individual and the Municipality, and/or encroachments on Municipal rights-of-way.
- d. This policy should be reviewed every five (5) years from the date it becomes effective, or sooner at the discretion of Council, the CAO or designate.

3. Definitions

- a. **Appraisal** is an estimate or opinion of the rental value of lands and/or buildings. Usually it is a written statement setting forth an opinion of the value of property as a specified date supported by presentation and analysis of relevant data.
- b. **Community Lease** is an agreement to the lease of property at below market rates to community organizations that deliver services and programs in alignment with Municipal services and programs.
- c. **Direct Negotiation** is the non-competitive bargaining process between two parties seeking to reach an agreement. Direct negotiation is considered an efficient and effective use of taxpayers' dollars.
- d. **Gross Lease** is an agreement in which the tenant pays a fixed rate of rent and the landlord pays all maintenance, utilities, taxes and capital costs without further adjustment from the tenant.
- e. **Lease** is an agreement between a landlord and a tenant for exclusive occupancy including grant of rights for a specified period of time and for a specified consideration (rent).
- f. **Market Value** is the rate that a property would most likely command on the open market, as evidenced by current rentals/fees being paid for comparable property and for similar uses.
- g. **Not-For-Profit Organization** is a type of organization that does not earn profits for its owners. All money earned or donated is used in pursuing the organizations objectives and keeping it operational.
- h. **Property**, for the purpose of this policy, property in intended to include all real property defined as land, buildings, and structures.
- i. **Revenue Lease** is a contract by which the owner (lessor) of a property grants a second party the right to its exclusive possession and use under specific conditions.

4. Policy

- a. **Interpretations** - Any reference in this policy to any statute or any section of a statute shall, unless expressly stated, be deemed to be reference to the statute as amended, restated or re-enacted from time to time. Any references to a by-law or Municipal policy shall be deemed to be a reference to the most recent passed policy or by-law and any replacements thereto.
- b. **Allocation of Property**
 - i. Use of municipally owned property may be subject to the following order of priority when reviewing responses open advertisement by the Municipality:
 1. Municipal purposes, including administration, program, and service delivery.
 2. Other government purposes.
 3. Municipal or municipally funded agencies, boards, and committees.
 4. Agencies with fee for service agreements.
 5. Not-for-profit organizations
 6. General public and/or for-profit businesses

- ii. Use of Municipal property for infrastructure shall generally be subject to co-location arrangements designed to allow co-occupancy for other infrastructure carriers.
 - iii. Use of Municipally owned properties for communication towers shall follow the [Protocol and Guideline for establishing Wireless Telecommunication Facilities within Grey Highlands](#).
 - iv. The Municipality may enter into direct negotiations on unsolicited requests to lease property where Council deems it is in the best interest of the Municipality.
 - v. The Municipality may invite offers through open advertisement.
 - vi. Occupancy of any and all property will require terms and conditions to be approved by the Municipality.
 - vii. Council reserves the right to refuse, in its sole discretion, any submission to lease any property or part thereof, regardless of whether the applicant has met all policies herein for purposes which it deems to be in the best interest of the Municipality.
- c. Market Value** - The lease of Municipal property will be for market value based on similar leases. A realtor may be engaged to determine fair market value of specific arrangements if similar use value is unable to be obtained or agreed upon.
- d. Appraisal** - Council may or may not require an appraisal of the subject property.
- e. Written Lease** - All leases will be in a written form satisfactory to the Municipality.
- f. Approval of Leases** - Occupancy of any and all property will require terms and conditions to be approved by Council or their delegate.
- g. Allocation of Costs**
- i. All leases will be written as net leases with the tenant responsible for payment of their share of all operating costs included, but not limited to taxes, utilities, maintenance, insurance, and any other costs incurred related to the tenant's occupancy of the property. If a gross lease format is required, it will include an allocation for all operating costs as described in the lease but not limited to the cost described herein.
 - ii. Unless there is a compelling business case to suggest otherwise, all capital improvements to leased property will be paid for by the tenant either as an upfront capital contribution or to be recovered by the Municipality as additional rent in the terms of the lease.
 - iii. The lease of the Municipal property will be for market value based on similar uses of the property.
 - iv. Leases shall not be allocated at less than a month-by-month arrangement.
- h. Environmental Due Diligence**
- i. Prospective tenants will be required to provide pre-screening information to identify in detail, all materials, pollutants, including but not limited to, chemicals and related items that may be used and/or stored on the leased property. Staff may seek the assistance from the Fire and Emergency Services to assist in determining suitability of the tenant for occupancy and/or terms and conditions regarding any materials of concern.

- ii. All agreements will have a provision that the tenant must agree that any decision made by the Municipality with respect to the operation of the leased property during the term of the lease will be considered to have been made by the Municipality acting reasonably and will cooperate with the Municipality in implementing these changes.
- i. **Pre-consultation** - Unsolicited requests to lease Municipal property will require a pre-consultation with staff to determine the suitability of the tenant and the property. The pre-consultation process shall include the review of potential use (sole vs shared), access, needs, zoning, building, fire, parking, timing of lease, and any other items relevant to the request.
- j. **Rent Increases**
 - i. Leases will be negotiated with appropriate terms that may allow the Municipality to increase rents annually.
 - ii. As a minimum standard, rent increases will be negotiated as annual fixed set increase in line with the Consumer Price Index for Ontario.
 - iii. For leases with terms of 5 years or more, the Municipality will include provisions in the lease which permit rents to be reviewed at market rates of no more than 5 year intervals.
- k. **Insurance**
 - i. The Corporation of the Municipality of Grey Highlands will not extend its property insurance coverage to tenants.
 - ii. The Municipality shall require all tenants to carry their own insurance as determined by the Municipality but not limited to property and liability coverage in amounts deemed appropriate for the business and tenant.
 - iii. All tenants will be required to name the Corporation of the Municipality of Grey Highlands as an additional insured.
 - iv. The Municipality shall be required to provide a copy of the Certificate of insurance annually.
- l. **Sub-Leasing** - Lessees wishing to sub-let or add co-location services on the premises are required to seek written permission from the CAO.
- m. **Community Leases**
 - i. In order to be considered for a Community Lease, tenants must meet the following minimum eligibility requirements:
 1. The tenant must be incorporated as a not-for-profit organization in good standing with provincial or federal authorities, and provide proof of standing to the Municipality;
 2. Non-Incorporated organizations may be considered for license agreements provided acceptable insurance can be provided.
 3. Acceptable insurance must be provided; and
 4. Programs and services must be in accordance with, or complement, programs and services of the Municipality.
 - ii. The Municipality will further evaluate the request for a community lease subject to the following general criteria:
 1. Degree of alignment with Municipal programs and services.

2. Demonstrated need/demand/gap in community that is not being met by the Municipality or the private sector.
 3. Degree to which the group is the main provider of its particular activity for the Municipality.
 4. Assessment of suitability for proposed space.
 5. Assessment of the benefits to be provided in return for community lease.
 6. Sustainability of the organization.
 7. Appropriate controls in place to ensure financial accountability and governance.
 8. Assessment of ability to pay based on financial strength of the applicant.
- iii. 6.12.3. The Municipality may consider a grant for a portion of or all of the rent for a community lease within Municipal buildings including base rent, operating costs and taxes. All such grant request must be made through the Community Grant Program and follow the plan's associated timelines in place at the time of the request.
- iv. Tenants may be required to submit reports and/or re-apply annually at the discretion of the Municipality to maintain eligibility for community lease. Such reports may include request for information on the group's activities, membership, revenues and expenses.
- v. The Municipality reserves the right to terminate community leases.

5. Responsibilities

- a. Council has the authority to approve or deny all lease requests.
- b. The CAO has the authority to negotiate and finalize terms of the leases and review policies related to leasing to provide recommendations to Council. The CAO has the authority to approve sub-leasing arrangements and co-location agreements in line with original agreement approved by Council or their delegate.
- c. The Municipal Clerk has the responsibility to review agreement and lease documents and provide recommendations to the CAO.
- d. The Treasurer has the responsibility to review documents and insurance requirements of the lessee, track the payment of rent, issue invoices as necessary and request annual certificates of insurance from lessees.
- e. The Director of Economic and Community Development or other relevant Senior Management Staff have the authority to commence pre-consultation meetings with requesters and bring forward a report to Council with recommendations and the results of the pre-consultation meeting.
- f. The Municipal Solicitor has the responsibility to assist staff with any legal matters or interpretations as they arise and advise staff in the development of leases.
- g. The Community Grant program administrators have the responsibility to review the request for assistance for community leases and recommend a grant to Council.

REPORT

TO: Council
FROM: Ashley Bilodeau
DATE: July 8, 2026
REPORT: PL.26.140
SUBJECT: Lift of Hold - 140 Peters Crescent

RECOMMENDATION:

That Council receive report PL.26.140, Lift of Hold - 140 Peters Crescent for information; and
That By-law 2026-068 being a by-law to approve Lift of Hold Z18.2026 be approved.

BACKGROUND AND ANALYSIS:

Application Z18.2026 proposes to remove the holding provision from the subject property. Lift of hold applications require a decision from Council to deny or approve the application.

The subject property is 1,521 square metres and is located on the southeastern side of Lake Eugenia, with the municipal address 140 Peters Crescent. The property is designated Inland Lakes and Shoreline Settlement Area in both the County and local Official Plans, and is subject to the "Residential Shoreline Exception Holding (RS-005-h)" zone in the Zoning By-law 2004-50. The property contains a dwelling, detached garage, and shed.

The applicant is proposing to replace the 97.9 square metre dwelling with a larger dwelling comprising 170.5 square metres of floor space. The existing and proposed dwellings both have walk-out basements. The garage and shed will remain. A minor variance will be required to replace and expand the dwelling in its existing location as per Section 5.3(b) of Zoning By-law 2004-50, which indicates that buildings can be enlarged or extended, so long as it does not result in an increase in floor area or volume in a required yard. The dwelling intends to increase in floor area in the required front yard. A minor variance cannot be considered by the Committee of Adjustment without first having the lift of hold approved by Council.

The -h symbol represents a holding provision which stems from the nearby Provincially Significant Wetland (PSW). Section 5.5 d) of the Zoning By-law 2004-50 indicates that

all lands within 120 metres of a PSW are subject to holding provision, which prevents development and site alteration prior to the removal of the holding provision.

Therefore, the applicant is requesting a lift of hold on a portion of the subject property to permit the replacement and reconstruction of the main structure.

Overview (Purpose and Effect)

To amend Schedule A-5 of the Zoning By-law 2004-50 to remove a holding provision that was applied to a portion of the subject lands, for being within 120 metres of a wetland. The Lift and Hold area will be limited to the area of construction.

Planning Analysis

Section 2.1.4 (a) of the Provincial Planning Statement indicates that "*development and site alteration shall not be permitted in significant wetlands in Ecoregions 5E, 6E and 7E1.*"

Section 2.1.8 of the Provincial Planning Statement indicates that "*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.*"

Section 7.11.3 of the County Official Plan provides clear guidance as to when an Environmental Impact Study is not required for new development:

"The County may allow for the waiving of the requirement for the preparation of an environmental impact study when one or more of the following applies:

- a) A development is subject to a duplicate or similar environmental assessment process;*
- b) A development is minor in nature; or*
- c) The site conditions for a development are such that the preparation of an environmental impact study would serve no useful purpose for the protection of significant environmental features."*

In this scenario, the proposed lift of hold falls within an area adjacent to a provincially significant wetland. Both the PPS and the County of Grey Highlands Official Plans mandate that new development within the adjacent lands of a wetland must not negatively impact natural features. Therefore, County planning and ecological staff have waived the requirement for an Environmental Impact Study, as the proposed impact on the natural heritage features are negligible.

The proposed development is also located outside of regulated area, and therefore, the Conservation Authority has no objections to the proposal for the lift of hold and associated development.

Section 5.5 of the Zoning By-law states "*All lands located within 120 metres of a Provincially Significant Wetland, as defined by the Wetland (W) Zone on the Schedules to this By-law, are subject to a holding provision in accordance with Section 36.(1) of the Planning Act, RSO, 1990, as amended. No building or structure shall be erected and no site alteration shall occur within 120 metres of a Provincially Significant Wetland unless the holding provision is removed. Removal of the holding provision will require the preparation of an Environmental Impact Study to the satisfaction of the appropriate approval authority, which demonstrates that there will be no negative impacts on the natural features or the ecological functions for which the area is defined.*"

In staff's opinion, the proposed replacement and expansion of an existing dwelling will not negatively impact the adjacent wetland, as its in an already disturbed area. It will have negligible effects on the surrounding natural vegetation. The Lift of hold area will be limited to the area of construction, and the minor variance will be assessed via the four tests by the Committee of Adjustment, should this by-law be passed.

Planning staff have no concerns with the proposed application and recommend the approval of the by-law to remove the hold.

Comments Received

Environmental Services: No comments/concerns.

Transportation and Public Spaces: No comments/concerns.

Fire Chief: No comments/concerns.

County Planning: County planning comments are limited to minor variances and site plan applications, and zoning by-law amendments and consents within settlement areas.

County Ecology: No concerns; tertiary septic systems are recommended for redevelopments of an existing structure adjacent to Lake Eugenia to reduce nitrate accumulation and effluent entering the lake.

Approved By:
Karen Govan, Chief
Administrative Officer

Status:
Approved - 29 Jun 2026

The Corporation of the Municipality of Grey Highlands

By-law No. 2026-068

Being a By-law to amend the Municipality of Grey Highlands Comprehensive Zoning By-law No. 2004-50 related to application Z18.2026

Whereas, the Council of the Corporation of the Municipality of Grey Highlands deems it in the public interest to pass a By-law to amend By-law No. 2004-50; and

Whereas, pursuant to the provisions of Section 36 of the Planning Act, R.S.O. 1990, as amended, By-laws may be amended by Councils of Municipalities;

Now Therefore the Council of the Municipality of Grey Highlands hereby enacts as follows:

1. That By-law No. 2004-50 is hereby amended by affecting the lands described as LT 16 RCP 836, PT BLK 1 PL 850 ARTEMESIA; PT 16, 17R3580 S/T THE EASEMENT CREATED ON PLAN 850; MUNICIPALITY OF GREY HIGHLANDS as shown on Schedule "A" attached hereto.
2. That Schedule "E-1" to By-law No. 2004-50 is hereby amended by removing the Holding ("h") provision from a portion of the subject lands, as stipulated in Schedule "A" to this By-law.
3. That Schedule "E-1" to By-law No. 2004-50 is hereby amended by rezoning a portion of the lands from "Residential Shoreline Special Provision 005 with a Holding symbol (RS-005-h)" to "Residential Shoreline Special Provision 005 (RS-005)".
4. That Schedule "E-1" of by-law No. 2004-50 is hereby amended in accordance with Schedule "A".
5. That Schedule "A" and all other notations thereon are hereby declared to form part of this By-law.
6. That this By-law shall come into force and take effect upon being passed by Council subject to any approval necessary pursuant to the Planning Act, R.S.O. 1990 as amended.

Read a first, second and third time, and finally passed on .

The Corporation of the
Municipality of Grey Highlands

Paul McQueen, Mayor

Amanda Fines-VanAlstine, Clerk

SCHEDULE "A"

BY-LAW No. 2026-068

AMENDING BY-LAW No. 2004-50

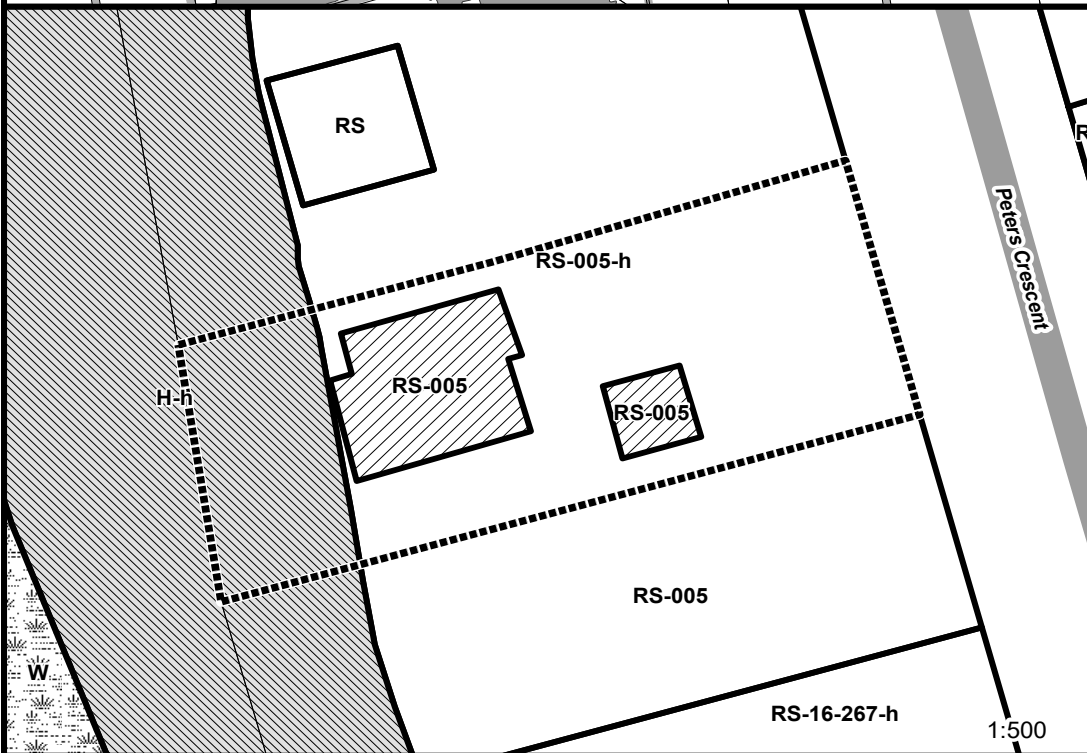
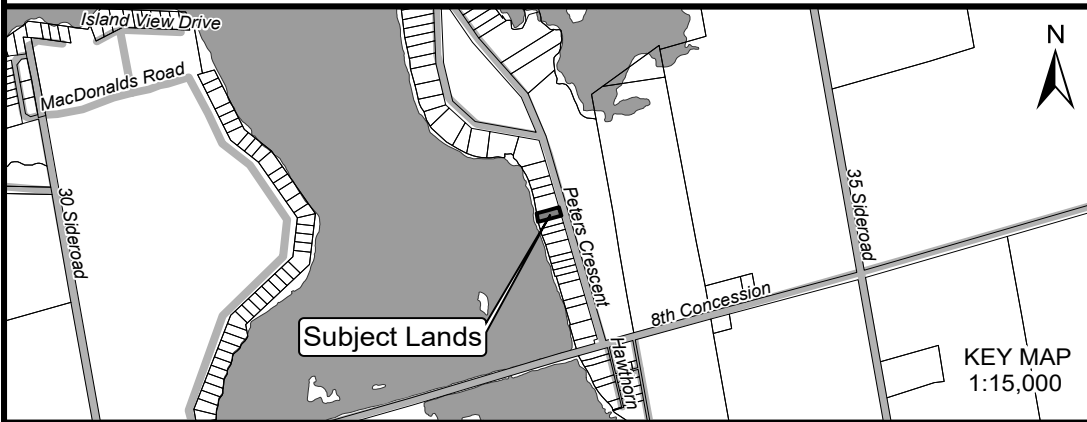
MUNICIPALITY OF GREY HIGHLANDS

DATE PASSED: July 8, 2026

SIGNED: _____

PAUL McQUEEN, MAYOR

AMANDA FINES-VanALSTINE, CLERK



LEGEND

Lands subject to amendment

Lands subject to lift of hold provision

Residential Shoreline

Hazard

Wetland

Grey County 2026-18_FriedmanLIFT

REPORT

TO: Council
FROM: Ashley Bilodeau
DATE: July 8, 2026
REPORT: PL.26.145
SUBJECT: Application for Heritage Property Tax Rebate (156386 Seventh Line)

RECOMMENDATION:

That Council receive report PL.26.145, Application for Heritage Property Tax Rebate for information; and

That Council approve By-law 2026-069 to approve the Heritage Conservation and Maintenance Agreement between the Municipality of Grey Highlands and the property owner of 156386 Seventh Line (Rocklyn), Rajani Alexander.

BACKGROUND AND ANALYSIS:

In 2025, Council passed By-law 2025-080 to establish a Heritage Property Tax Relief Program. Under the authority of the *Municipal Act*, the *Ontario Heritage Act*, and the Municipality's Community Improvement Plan (CIP), the program was developed to provide a tax incentive to promote heritage conservation. The program is meant to encourage the owners of designated heritage properties to make regular investments in ongoing maintenance.

The Heritage Property Tax Relief Program provides 20% refund to eligible applications on the municipal, education and County (under separate application/by-law) portions of taxes, to a maximum of \$600.

To be considered eligible, a property owner must enter into a legal agreement (Heritage Conservation and Maintenance Agreement) with the Municipality, which details the expectations for using the refund. An agreement is required because designation under the *Ontario Heritage Act* alone does not compel owners to maintain their properties on an ongoing basis.

Staff provided notice of the Heritage Property Tax Rebate to designated properties in January of 2026. Only one application has been received.

The subject property is located at 156386 Seventh Line, which is known as the Former Euphrasia Town Hall. It was designated by Council as a heritage property in 2026, under By-law 2026-017. The criteria statement can be found [here](#).

Heritage Conservation and Maintenance Agreements, unlike easements, are not registered on property title. Generally, these agreements are intended to be updated every five (5) years but do not expire until the program is terminated or until non-compliance with the program criteria occurs, whichever comes first.

The Agreement includes a Conservation and Maintenance Plan, to maintain the cultural heritage value or interest of the building and property.

In compliance with By-law 2025-080, staff have confirmed that there are no outstanding tax payments and no by-law infractions, and it is therefore recommended that the application be approved.

Approved By:

Karen Govan, Chief
Administrative Officer

Status:

Approved - 29 Jun 2026

The Corporation of the Municipality of Grey Highlands

By-law No. 2026-069

Being a By-law to enter into a Heritage Conservation and Maintenance Agreement at 156386 Seventh Line

Whereas, Section 365.2 of the Municipal Act, 2001 S.O. 2001, Chapter 25 as amended, authorizes the Council of a municipality to enact a By-law to establish a Heritage Property Tax Relief Program, and to provide tax reductions or refunds in respect of eligible heritage property; and

Whereas, the Council of the Corporation of the Municipality of Grey Highlands adopted By-law 2025-080, being a by-law to establish a heritage property tax rebate program through the Municipal Community Improvement Plan on November 5, 2025; and

Whereas, the property owner of 156386 Seventh Line has applied to the Heritage Tax Rebate Program, in accordance with the By-law, and the application meets all necessary requirements and conditions identified in By-law 2025-080;

Now Therefore the Council of the Municipality of Grey Highlands hereby enacts as follows:

1. That the Mayor and Municipal Clerk are hereby authorized to execute the Heritage Conservation and Maintenance Agreement with the Owner of 156386 Seventh Line, in substantially the same form as presented in Schedule "A" and attached hereto.
2. That the Agreement attached hereto as Schedule "A" shall form part of this By-law.
3. This By-law shall come into force and take effect upon being passed by Council subject to any approval necessary pursuant to the Planning Act, R.S.O. 1990 as amended.

Read a first, second and third time, and finally passed on .

The Corporation of the
Municipality of Grey Highlands

Paul McQueen, Mayor

Amanda Fines-VanAlstine, Clerk

HERITAGE CONSERVATION & MAINTENANCE AGREEMENT

This agreement made this _____ day of _____, **2026**.

BETWEEN: Rajani Alexander

(Hereinafter referred to as "Property Owner") OF THE FIRST PART AND

The Corporation of the Municipality of Grey Highlands

(Hereinafter referred to as "the Municipality") OF THE SECOND PART WHEREAS the

Property Owner is the registered owner of certain lands and premises situated in the Municipality of Grey Highlands, County of Grey and Province of Ontario, more particularly described as

156386 Seventh Line (hereinafter called the "Property")

on which is erected a heritage building known as Euphrasia Town Hall (hereinafter called the "Building"); and

WHEREAS the Municipality has enacted By-law 2025-080 to establish a Heritage Property Tax Rebate Program (hereinafter called the "Program") to provide tax refunds in respect of eligible heritage property in accordance with Section 365.2 of the *Municipal Act, 2001*, S.O. 2001, Chapter 25, as amended; and

WHEREAS by Section 37.(1) of the *Ontario Heritage Act*, R.S.O. 1990, c. O.18, as amended, the Municipality is entitled to enter into agreements with owners of real property for the conservation of property of cultural heritage value or interest; and

WHEREAS the Property Owner wishes to enter into an agreement with the Municipality respecting Heritage Conservation and Maintenance of the Property; and

WHEREAS the Property Owner wishes to receive Heritage Property Tax Rebate under the Program and commits to conserving and maintaining the subject property for the duration of this agreement; and

WHEREAS the Property subject of this Agreement was designated under Part IV of the *Ontario Heritage Act* by the Municipality of Grey Highlands By-law No. 2026-017; and

WHEREAS the Property Owner has applied for approval of a Heritage Conservation and Maintenance Plan under the Program, the particulars of which are set out in Appendix 'A'; and

NOW THEREFORE THIS AGREEMENT WITNESSETH that the parties hereby covenant, promise, and agree with each other as follows:

1. DUTIES OF PROPERTY OWNER

1.1 Preservation and Maintenance of the Building

The Property Owner shall at all times preserve and maintain the Heritage Features, the Building and the Property in as good and sound a state of repair as a prudent Property Owner would normally do, so that no deterioration in the Building's condition and appearance shall take place, including, without limiting the generality of the foregoing, taking all reasonable measures to secure and protect the Building from vandalism, fire and damage from inclement weather.

1.2 Alterations

The Property Owner shall not undertake or permit any demolition, construction, reconstruction, alteration, remodeling, or any other thing or act which would materially affect the appearance or construction of Heritage Features, without the prior written consent of the Council of the Municipality.

1.3 Emergencies

Notwithstanding the provisions of Clause 1.2, the Property Owner may undertake such temporary measures in respect of the building as are reasonably necessary to deal with an emergency situation which puts the security or integrity of the Building at risk of damage or occupants of the Building at risk of harm provided that:

- (a) such measures are in keeping with the purpose of this Agreement;

- (b) such measures are consistent with the conservation of the Heritage Features;
- (c) the requirements of the *Building Code Act*, S.O. 1992, c.23 as amended or re-enacted from time to time are complied with; and
- (d) where time permits, the Municipality is consulted before any such measures are undertaken.

In any case, the Property Owner shall advise the Municipality forthwith when it undertakes temporary measures in respect of the Building in an emergency situation.

1.4 Insurance

- (a) The Property Owner shall at all times during the currency of this Agreement keep the Property insured against normal perils that are coverable on an all risk policy basis, including fire, in an amount equal to the replacement cost of the Building. The Property Owner shall provide evidence of insurance, completed and certified by its insurance company and deliver it to the Municipality on execution of this Agreement, and thereafter evidence satisfactory to the Municipality of the renewal of insurance shall be delivered to the Municipality from time to time upon request by the Municipality.
- (b) If the Property Owner fails to so insure the Property, or if any such insurance on the Property is cancelled, the Municipality may effect such insurance in accordance with the requirements of Clause 1.4(a) and any sum paid in so doing shall forthwith be paid by the Property Owner to the Municipality, or if not, shall be a debt owing to the Municipality and recoverable from the Property Owner by action in a court of law or in like manner as municipal taxes.
- (c) All proceeds receivable by the Property Owner under the aforementioned insurance policy or policies on the Property shall, upon the written demand and in accordance with the requirements of the Municipality, be applied to replacement, rebuilding, restoration or repair of the Heritage Features, to the fullest extent possible having regard to the particular nature of the Building and the cost of such work. The Property Owner's financial liability to replace, rebuild, restore or repair the Building if it has been damaged or destroyed shall not exceed the proceeds receivable by the Property Owner under the aforementioned insurance policy or policies, provided the Property Owner has complied with the requirements under Clause 1.1. The Municipality acknowledges and agrees that replacement, rebuilding, restoration or repair of the Heritage Features shall only be required to the extent that same is reasonably possible.
- (d) In the event that the proceeds receivable by the Property Owner under the aforementioned insurance policy or policies are insufficient to effect a partial or complete restoration of the Building together with the Heritage Features, the Municipality shall have the privilege, but not the obligation, of contributing additional monies towards the replacement, rebuilding, restoration, or repair costs, in order to effect a partial or complete restoration of the Building together with their Heritage Features provided that the Municipality shall notify the Property Owner of the Municipality's intention to do so within thirty (30) days after receiving from the Property Owner:
 - (i) the written request for permission to demolish referred in Clause 1.4(a); or
 - (ii) all plans and specifications for the partial or complete replacement, rebuilding, restoration or repair of the Building together with the Heritage Features;

as the case may be.

1.5 Demolition

- (a) The Property Owner shall notify the Municipality of any damage or destruction affecting the Heritage Features within seven (7) clear days of such damage or destruction occurring.
- (b) In the event that the Building is damaged or destroyed and the replacement, rebuilding, restoration or repair of it is impractical because of the financial costs involved or because of the particular nature of the Building, the Property Owner shall, in writing within ten (10) days of the giving by the Property Owner of notice of such damage or destruction, request written approval of the Municipality to demolish the Building and in the event of receiving the written approval of the Municipality, be entitled to retain any proceeds from the insurance hereinbefore mentioned and to demolish the Building. Such approval shall be deemed to have been received upon failure of the Municipality to respond in writing to a written request for it within ninety (90) days or such extended time as may be agreed upon. This procedure is in addition to and does not replace the requirements and permissions necessary for demolition of any building.

1.6 Reconstruction by Property Owner

- (a) If the Municipality does not grant written approval to demolish, referred to in Clause 1.5(b) or if the Property Owner has not requested written approval to demolish referred to in Clause 1.5(b), the Property Owner shall replace, rebuild, restore or repair the Building and its Heritage Features to the limit of any proceeds receivable under the aforementioned insurance policy or policies on the Building and of any additional monies contributed by the Municipality towards the replacement, rebuilding, restoration or repair of the Heritage Features under the provisions of Clause 1.4(d) to effect a partial or complete restoration of the Building and its Heritage Features. The Heritage Features shall only be restored to the extent that same is reasonably possible.
- (b) Before the commencement of such work, and within 120 days following the damage or destruction occurring to the Building, the Property Owner shall submit an application for a building permit, together with all plans and specifications for the replacement, rebuilding, restoration or repair of the Building and its Heritage Features. The Property Owner agrees that the Municipality may issue or refuse to issue a building permit based upon choice of materials, unattractive appearance, non-conforming architectural style, or any other ground or grounds, including but not limited to purely aesthetic grounds, and the determination of the Municipality in this regard shall be final.
- (c) The Property Owner shall not commence or cause any restorative work to be commenced on a Building and its Heritage Features prior to receipt of a building permit and any plans and specifications from the Municipality. The restorative work shall be performed upon such terms and conditions as the Municipality may reasonably stipulate in the permit.

1.7 Reconstruction by the Municipality

- (a) In the event that the request to demolish the Building is not submitted or is refused pursuant to the provisions of Clause 1.6, and the Property Owner fails to submit a building permit application, together with plans and specifications, within 120 days, or if the Property Owner fails to obtain a building permit, within 210 days, of the damage or destruction occurring to the Building, the Municipality may prepare its own set of plans and specifications for the replacement, rebuilding, restoration or repair of the Building and its Heritage Features. The Municipality shall send a copy of the plans and specifications to the Property Owner.
- (b) The Property Owner shall have thirty (30) days from receipt of the plans and specifications to notify the Municipality in writing that it intends to replace, rebuild, restore or repair the Building and its Heritage Features in accordance with those plans and specifications. If the Property Owner does not so notify the Municipality within the said thirty (30) days, the Municipality may proceed with the replacement, rebuilding, restoration or repair of the Building up to the value of any insurance proceeds receivable by the Property Owner under the aforementioned insurance policy or policies and of any additional amount that the Municipality is prepared to contribute to effect a partial or complete restoration of the Property and its Heritage Features.
- (c) The Property Owner shall reimburse the Municipality for any expenses incurred by the Municipality hereunder to an amount not to exceed any insurance proceeds receivable by the Property Owner under the aforementioned insurance policy or policies.
- (d) In the event that the Municipality does not submit its own plans and specifications to the Property Owner, or does not proceed with the replacement, rebuilding, restoration or repair of the Building within ninety (90) days after it becomes so entitled, unless it is prevented from so doing by the action or omission of the Property Owner or any tenant or agent of the Property Owner, or by any other factors beyond its control, the Municipality's rights under this clause shall automatically terminate and the Property Owner shall be entitled to retain the proceeds receivable under the aforementioned insurance policy or policies and/or to demolish the damaged improvements to the Building, subject to such other requirements and permissions necessary to demolish any building.

2. APPROVALS

Where any request for approval required under this Agreement is made, the determination of the Municipality may be based upon choice of materials, architectural design, and/or historical authenticity, not limited to purely architectural design or historical grounds, but the Municipality's approval shall not be unreasonably withheld, unless otherwise stated.

3. REMEDIES

- (a) If the Municipality, in its sole discretion, is of the opinion that the Property Owner has neglected or refused to perform any of its obligations set out in this Agreement, the Municipality may, in

addition to any of its other legal or equitable remedies, serve on the Property Owner a notice setting out particulars of the breach and of the Municipality's estimated maximum costs of remedying the breach. The Property Owner shall have thirty (30) days from receipt of such notice to remedy the breach or make arrangements satisfactory to the Municipality for remedying the breach.

- (b) If within those thirty (30) days the Property Owner has not remedied the breach, or made arrangements satisfactory to the Municipality for remedying the breach, or if the Property Owner does not carry out or complete the said arrangements within a reasonable period of time, of which the Municipality shall be the sole and final judge, the Municipality may enter upon the Property and may carry out the Property Owner's obligations and the Property Owner shall reimburse the Municipality for any expenses incurred thereby, up to the estimated maximum costs of remedying the breach set out in the aforesaid notice. Such expenses incurred by the Municipality shall, until paid to it by the Property Owner, be a debt owed by the Property Owner to the Municipality and recoverable by the Municipality by action in a court of law or in like manner as municipal taxes.

4. WAIVER

The failure of the Municipality at any time to require performance by the Property Owner of any obligation under this Agreement shall in no way affect its right thereafter to enforce such obligation, nor shall the waiver by the Municipality of the performance of any obligation under this Agreement be taken or be held to be a waiver of the performance of the same or any other obligation under this Agreement at any later time. Any waiver must be in writing and signed by the Municipality.

5. EXTENSION OF TIME

Time shall be of the essence of this Agreement. Any time limits specified in this Agreement may be extended with the consent in writing of both the Property Owner and the Municipality, but no such extension of time shall operate or be deemed to operate as an extension of any other time limit, and time shall be deemed to remain of the essence of this Agreement notwithstanding any extension of any time limit. Any waiver must be in writing and signed by the Municipality.

6. USE OF BUILDING

The Property Owner expressly reserves for itself, its heirs, executors, representatives, successors and assigns the right to use the Building for all purposes not inconsistent with this Agreement.

7. INSPECTION OF THE PROPERTY

The Municipality or its duly authorized representatives or agents shall be permitted at all reasonable times to enter upon and inspect the Property and the Building upon prior written notice to the Property Owner of at least 48 hours.

8. SEVERABILITY OF COVENANTS

The Property Owner and the Municipality agree that all covenants, easements and restrictions contained in this Agreement shall be severable, and that should any covenant, easement or restriction in this Agreement be declared invalid or unenforceable, the validity and enforceability of the remaining covenants, easements and restrictions shall not be affected.

9. NOTICE

Except in the event of an interruption in the postal service, any notices, requests for approval, or grants of approval (collectively referred to as "notice") required under this Agreement shall be delivered in person or sent by pre-paid registered mail addressed to the parties at their respective addresses as set out in Clause 10. In the event that notice is delivered in person, the party receiving the notice shall forthwith acknowledge receipt of same in writing, and in that event, the notice shall be deemed to have been received on the date of such acknowledgement. In the event that a party refuses to sign an acknowledgement of receipt of the notice, the person delivering the notice may swear an affidavit of service, and the notice shall be deemed to have been received on the date of service as set out in such affidavit. In the event that notice is sent by pre-paid registered mail, it shall be deemed to have been received on the fifth business day following the day on which the notice was sent.

10. ADDRESS FOR NOTICE

The respective addresses of the parties for such purposes presently are as follows:

The Property Owners: Rajani Alexander

156386 Seventh Line
Meaford, ON N4L 1W6

The Municipality: The Municipality of Grey Highlands
206 Toronto St. S, Unit #1
PO Box 409
Markdale, ON N0C 1H0

The parties agree to notify each other immediately, in writing, of any changes of address from those set out above.

11. TRANSFER

The Owner of the Property shall immediately notify the Municipality in the event that they divest themselves of the fee simple title to or of their possessory interest in the Property or the Building.

12. ENTIRETY

This written Agreement embodies the entire agreement of the parties with regard to the matters dealt with in this Agreement, and no understandings or agreements, verbal, collateral or otherwise, exist between the parties except as expressly set out in this Agreement.

13. COVENANTS TO CEASE UPON SALE THE OF PROPERTY

The covenants, easements and restrictions set out in this Agreement shall cease upon sale of the Property.

14. OTHER APPLICABLE LAW

Nothing in this Agreement excuses the Property Owner from the requirement to comply with other applicable law, including but not limited to the *Ontario Heritage Act*, the *Building Code Act*, the Municipalities Property Standards By-law, the Municipalities Zoning By-law, etc.

Signature of Property Owner: _____

Signature of Property Owner: _____

Signature of Witness: _____

Date: _____

Signed on behalf of The Corporation of the Municipality of Grey Highlands:

Paul McQueen, Mayor

Amanda Fines-VanAlstine, Municipal Clerk

Date: _____

APPENDIX 'A'

Heritage Conservation and Maintenance Plan

Building Elevation:	Item No.	Historic Feature:	Description of Feature:	Current Condition	Description of Work	Anticipated Completion Date
	1	Exterior brickwork including buttresses	Open hall built of local Bowler brick in common bond pattern with contrasting decorative yellow brick used in buttresses and voussoirs. Rare local example of decorative two-tone Renaissance revival voussoirs used above neo-classical arched windows and above the decorative Italianesque arched window above the double-door front entry. Double buttresses on all four corners are equally rare on local brick buildings, as is the unusual use of contrast brick in sloping sections at top and middle of all buttresses. Buttress brick courses do not match brick courses on wall, suggesting buttresses were installed later or re-bricked at some point.	Good	Ongoing maintenance.	Ongoing.
	2	Arched 4 over 4 double hung windows		Good	Ongoing maintenance.	Ongoing.
	3	Front entry double door with decorative Italianate window above	Rare local example of decorative two-tone Renaissance revival voussoirs used above neo-classical arched windows and above the decorative Italianesque arched window above the double-door front entry.	Good	Ongoing maintenance.	Ongoing.
	4	Original interior woodwork & brick as restored and/or preserved.		Good	Ongoing maintenance.	Ongoing.
	5	Stage area at west end of room		Good	Ongoing maintenance.	Ongoing.

REPORT

TO: Council
FROM: Ashley Bilodeau
DATE: July 8, 2026
REPORT: PL.25.146
SUBJECT: Z14.2026 - 194519 Grey Road 13

RECOMMENDATION:

That Council receive report PL.25.146, Z14.2026 - 194519 Grey Road 13 for information; and
That Council approve By-law 2026-065 being a by-law to approve Zoning By-law Amendment Z14.2026.

BACKGROUND AND ANALYSIS:

Zoning Amendment Application Z14.2026 requires a decision from Council to deny or approve the application.

The proposed amendment will rezone a portion of the property from "Rural Residential (RUR)" to "Residential Shoreline (RS)" to recognize the property as having waterfront frontage on Lake Eugenia, as a result of the proposed lot addition.

The staff planning report that was drafted for the public meeting can be found [here](#).

The minutes from the June 22, 2026 meeting can be found [here](#).

A draft by-law has been prepared to apply the change in zoning.

Public Planning Hearing Discussion and Comments on June 22, 2026

There were no member or public concerns expressed during the meeting, associated with this file.

Approved By:
Karen Govan, Chief
Administrative Officer

Status:
Approved - 29 Jun 2026

The Corporation of the Municipality of Grey Highlands

By-law No. 2026-065

Being a By-law to amend the Municipality of Grey Highlands Comprehensive Zoning By-law No. 2004-50 related to application Z14.2026

Whereas, the Council of the Corporation of the Municipality of Grey Highlands deems it in the public interest to pass a By-law to amend By-law No. 2004-50; and

Whereas, pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990, as amended, By-laws may be amended by Councils of Municipalities;

Now Therefore the Council of the Municipality of Grey Highlands hereby enacts as follows:

1. That By-law No. 2004-50 is hereby amended by affecting the lands described as part of LOT 2, RCP 839, GEOGRAPHIC TOWNSHIP OF ARTEMESIA as shown on Schedule "A" attached hereto.
2. That Schedule "A-5" be hereby amended to rezone a portion of the subject lands from "Rural Residential (RUR)" to "Residential Shoreline (RS)" in accordance with Schedule "A".
3. That Schedule "A" and all other notations thereon are hereby declared to form part of this By-law.
4. That this By-law shall come into force and take effect upon being passed by Council subject to any approval necessary pursuant to the Planning Act, R.S.O. 1990 as amended.

Read a first, second and third time, and finally passed on .

The Corporation of the
Municipality of Grey Highlands

Paul McQueen, Mayor

Amanda Fines-VanAlstine, Clerk

SCHEDULE "A"

BY-LAW No. 2026-065

AMENDING BY-LAW No. 2004-50

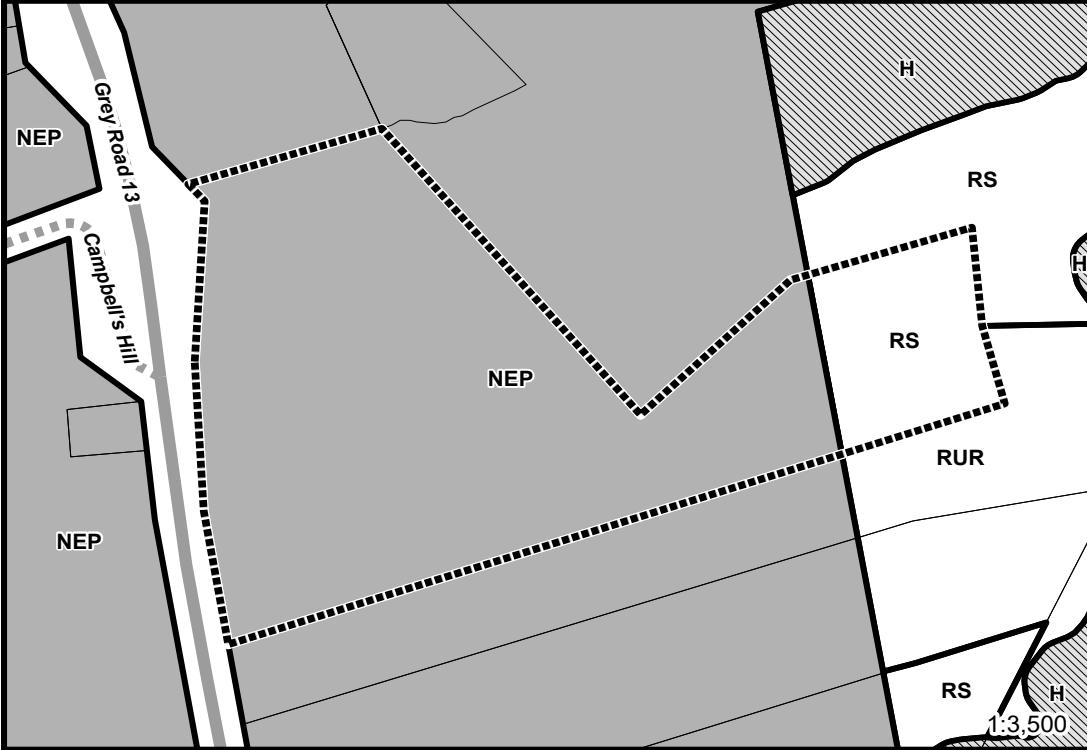
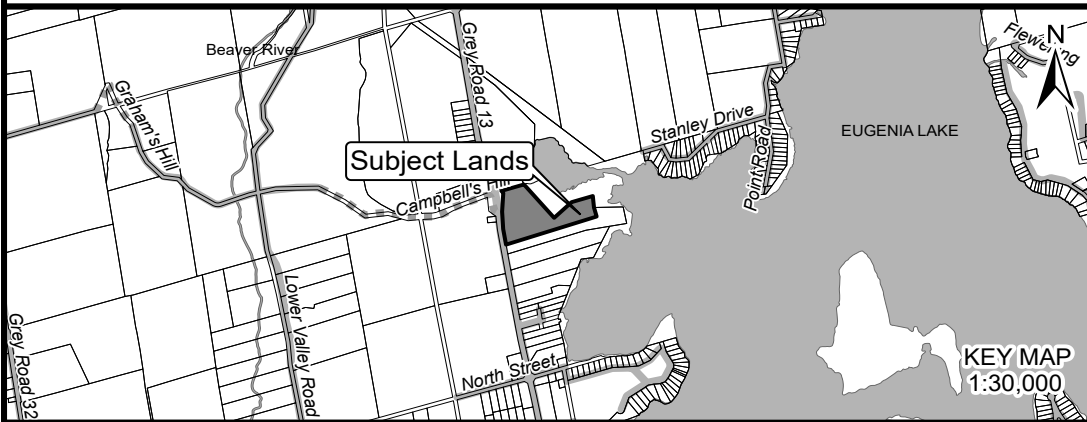
MUNICIPALITY OF GREY HIGHLANDS

DATE PASSED: July 8, 2026

SIGNED: _____

PAUL McQUEEN, MAYOR

AMANDA FINES-VanALSTINE, CLERK



LEGEND

Lands subject to amendment

Residential Shoreline

Rural Residential

Hazard

Niagara Escarpment Development

Grey County 2026-14_Kortekaas.aprx

REPORT

TO: Council
FROM: Ashley Bilodeau
DATE: July 8, 2026
REPORT: PL.25.147
SUBJECT: Z15.2026 - Fairmount Farms

RECOMMENDATION:

That Council receive report PL.26.147, Z15.2026 - Fairmount Farms for information; and
That Council approve By-law No. 2026-066 being a by-law to approve Zoning By-law Amendment Z15.2026.

BACKGROUND AND ANALYSIS:

Zoning Amendment Application Z15.2026 requires a decision from Council to deny or approve the application.

The proposed amendment will rezone the proposed severed lot from "Agricultural (A1)" to "Rural Residential Exception (RUR-537)" to align more appropriately in the Zoning By-law and recognize the deficient frontage, and the proposed retained lot from "Agricultural (A1)" to "Agricultural Exception (A1-538)", to eliminate the ability for a single detached dwelling to be constructed on the property.

The staff planning report that was drafted for this public meeting can be found [here](#).

The minutes from the June 22, 2026 meeting can be found [here](#).

A draft by-law has been prepared to apply the necessary site-specific zoning provisions to the subject property.

Public Planning Hearing Discussion and Comments on June 22, 2026

There were no member or public concerns expressed during the meeting, associated with this file.

Approved By:
Karen Govan, Chief

Status:
Approved - 29 Jun 2026

Administrative Officer

The Corporation of the Municipality of Grey Highlands

By-law No. 2026-066

Being a By-law to amend the Municipality of Grey Highlands Comprehensive Zoning By-law No. 2004-50 related to application Z15.2026

Whereas, the Council of the Corporation of the Municipality of Grey Highlands deems it in the public interest to pass a By-law to amend By-law No. 2004-50; and

Whereas, pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990, as amended, By-laws may be amended by Councils of Municipalities;

Now Therefore the Council of the Municipality of Grey Highlands hereby enacts as follows:

1. That By-law No. 2004-50 is hereby amended by affecting the lands described as part of PT LT 25 CON 5 EUPHRASIA AS IN R544605, GREY HIGHLANDS as shown on Schedule "A" attached hereto.
2. That Schedule "A-1" be hereby amended to rezone a portion of the subject lands from "Agricultural (A1)" to "Rural Residential Exception 537 (RUR-537)" in accordance with Schedule "A". Section 16.537 contains the following provisions:
 - o On lands zoned RUR-537, the following provisions apply in addition to the provisions of the Rural Residential (RUR)" zone:
 - i. The frontage of the property shall be 30.0 metres.
3. That Schedule "A-1" be hereby amended to rezone a portion of the subject lands from "Agricultural (A1)" to "Agricultural Exception 538 (A1-538)" in accordance with Schedule "A". Section 16.538 contains the following provisions:
 - o On lands zoned A1-538, the following provisions apply in addition to the provisions of the "Agricultural (A1)" zone:
 - i. No single detached dwelling shall be permitted on the property as a result of a surplus farm severance.
4. That Schedule "A" and all other notations thereon are hereby declared to form part of this By-law.
5. That this By-law shall come into force and take effect upon being passed by Council subject to any approval necessary pursuant to the Planning Act, R.S.O. 1990 as amended.

Read a first, second and third time, and finally passed on .

The Corporation of the
Municipality of Grey Highlands

Paul McQueen, Mayor

Amanda Fines-VanAlstine, Clerk

SCHEDULE "A"

BY-LAW No. 2026-066

AMENDING BY-LAW No. 2004-50

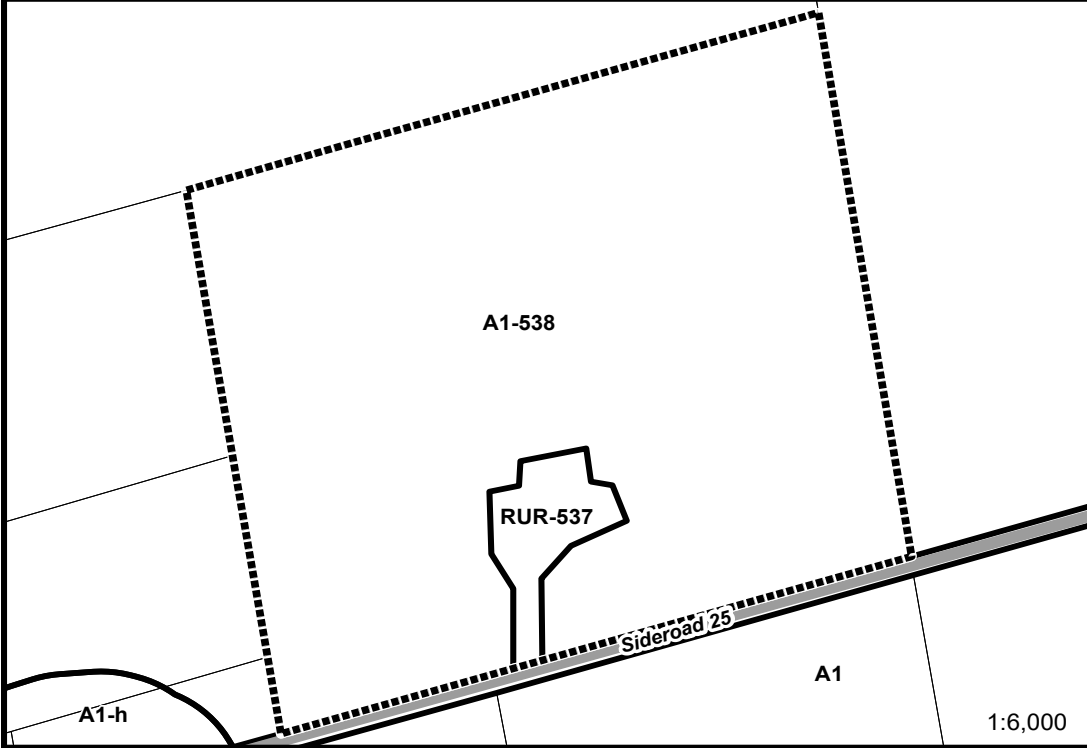
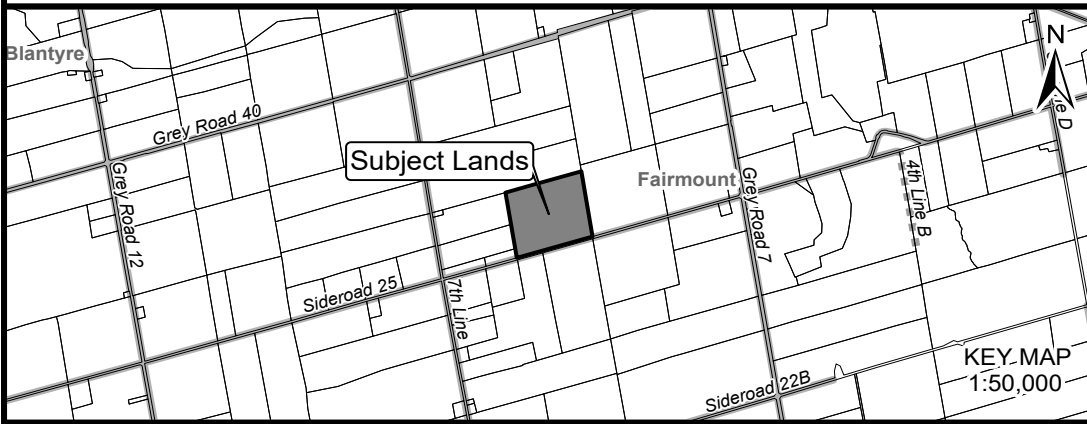
MUNICIPALITY OF GREY HIGHLANDS




DATE PASSED: July 8, 2026

SIGNED: _____

PAUL McQUEEN, MAYOR

AMANDA FINES-VanALSTINE, CLERK



LEGEND	
	Lands subject to amendment
	Agricultural
	Rural Residential

Grey County 2026-15_Fairmount.aprx

REPORT

TO: Council
FROM: Ashley Bilodeau
DATE: July 8, 2026
REPORT: PL.26.148
SUBJECT: Z17.2026 - 308114 Centre Line A

RECOMMENDATION:

That Council receive report PL.26.148, Z17.2026 - 308114 Centre Line A for information; and
That Council approve By-law 2026-067 being a by-law to approve zoning by-law amendment Z17.2026.

BACKGROUND AND ANALYSIS:

Zoning Amendment Application Z17.2026 requires a decision from Council to deny or approve the application.

The proposed amendment will rezone a portion of the property from "Rural (RU)" to "Rural Commercial Exception 539 (C4-539)", to permit the establishment of a on-farm diversified use on the property.

On lands zoned C4-539, the following provisions shall be permitted in addition to all uses that are permitted in the C4 zone:

- i. The fabrication, manufacturing, storage and wholesale of automotive or agricultural components.
- ii. A sawmill operation including the assembly, storage and wholesale of wood furniture products.
- iii. The assembly, storage and wholesale of plastic products.
- iv. The construction, storage and sale of garden sheds.

Outdoor storage shall be permitted in the front yard of the subject property.

The staff report that was drafted for this public meeting can be found [here](#).

The minutes from the June 22, 2026 meeting can be found [here](#).

A draft by-law has been prepared to apply the necessary site-specific zoning provisions to the subject property.

Public Planning Hearing Discussion and Comments June 22, 2026

There were no member or public concerns expressed during the meeting, associated with this file.

Approved By:
Karen Govan, Chief
Administrative Officer

Status:
Approved - 29 Jun 2026

The Corporation of the Municipality of Grey Highlands

By-law No. 2026-067

Being a By-law to amend the Municipality of Grey Highlands Comprehensive Zoning By-law No. 2004-50 related to application Z17.2026

Whereas, the Council of the Corporation of the Municipality of Grey Highlands deems it in the public interest to pass a By-law to amend By-law No. 2004-50; and

Whereas, pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990, as amended, By-laws may be amended by Councils of Municipalities;

Now Therefore the Council of the Municipality of Grey Highlands hereby enacts as follows:

1. That By-law No. 2004-50 is hereby amended by affecting the lands described as part of LT 26 CON 1 SDR OSPREY, GREY HIGHLANDS as shown on Schedule "A" attached hereto.
2. That Schedule "A-9" be hereby amended to rezone a portion of the subject lands from "Agricultural (A1)" to "Rural Commercial (C4-539)", in accordance with Schedule "A". Section 16.539 contains the following provisions:
 - o On lands zoned C4-539, the following provisions apply in addition to the provisions of the Rural Commercial (C4)" zone:
 - i. The fabrication, manufacturing, storage and wholesale of automotive or agricultural components.
 - ii. A sawmill operation including the assembly, storage and wholesale of wood furniture products.
 - iii. The assembly, storage and wholesale of plastic products.
 - iv. The construction, storage and sale of garden sheds.
 - v. Outdoor storage shall be permitted in the front yard of the subject property.
3. Schedule "A" and all other notations thereon are hereby declared to form part of this By-law.
4. This By-law shall come into force and take effect upon being passed by Council subject to any approval necessary pursuant to the Planning Act, R.S.O. 1990 as amended.

Read a first, second and third time, and finally passed on .

The Corporation of the
Municipality of Grey Highlands

Paul McQueen, Mayor

Amanda Fines-VanAlstine, Clerk

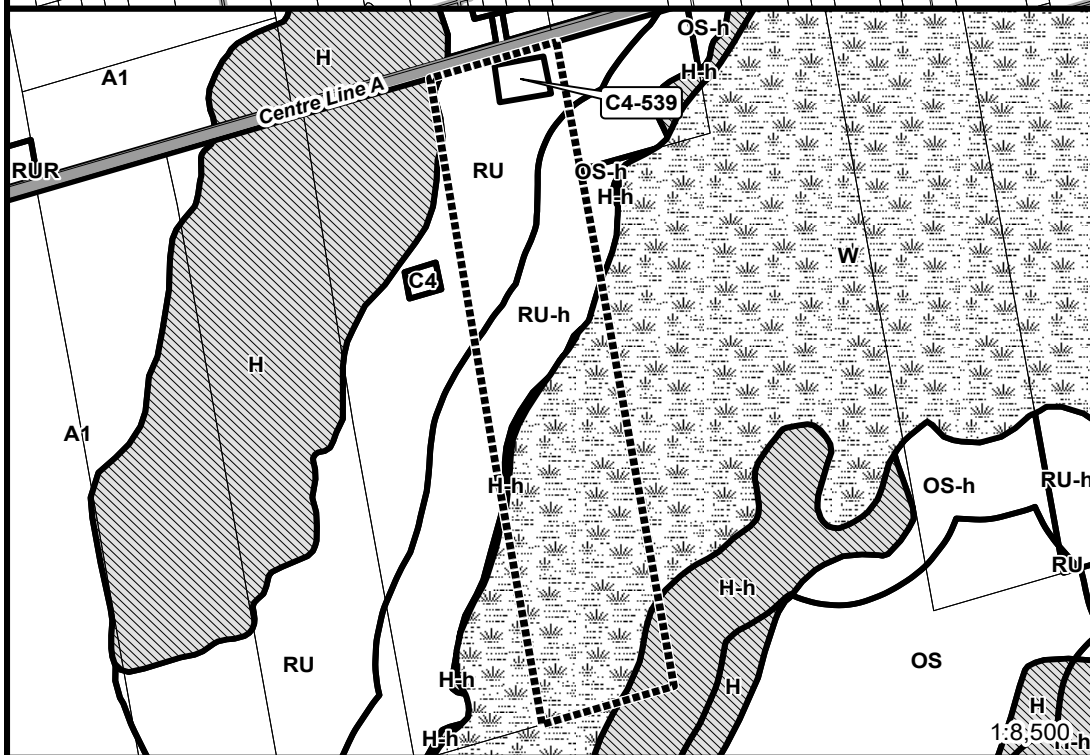
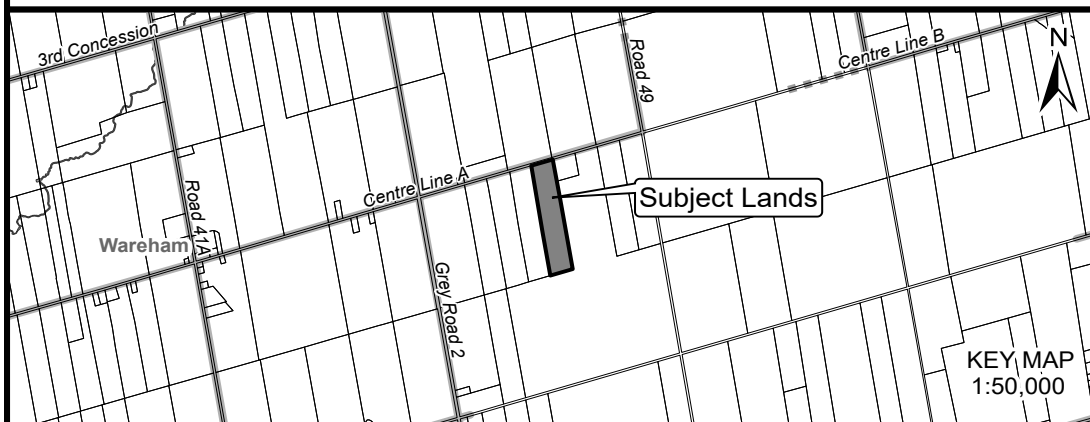
SCHEDULE "A"
BY-LAW No. 2026-067
 AMENDING BY-LAW No. 2004-50
MUNICIPALITY OF GREY HIGHLANDS

DATE PASSED: July 8, 2026

SIGNED: _____

PAUL McQUEEN, MAYOR

AMANDA FINES-VanALSTINE, CLERK



LEGEND



Lands subject to amendment



Agriculture



Rural



Rural Residential



Open Space



Rural Commercial



Hazard

Grey County 2026-17_Martin.aprx

REPORT

TO: Council
FROM: Jenn Eagan
DATE: July 8, 2026
REPORT: ENV.26.14
Kimberley-Amik-Talisman Water Treatment Plant Optimization &
SUBJECT: Capacity Study - Follow Up

RECOMMENDATION:

That Council receive report ENV.26.14, KAT Water Optimization and Capacity Study Follow Up for information; and
That Council refer this report to Committee of the Whole

BACKGROUND AND ANALYSIS:

At the March 4, 2026 Council meeting, the following resolution was passed.

2026-95

Tom Allwood - Nadia Dubyk

That Council receive the presentation from J.L. Richards and Associates Ltd. on the topic of the Kimberley-Amik-Talisman Water Treatment Plant Optimization & Capacity Study for information; and

That Council direct staff to provide a staff report for more information.

CARRIED.

J.L. Richards and Associated Ltd (JLR), were retained in 2025 to complete a KAT Water Plant Optimization and Capacity Study. The KAT Water Treatment Plant Study was completed to assess the facility's condition, performance, and available capacity in response to increased raw water turbidity, aging infrastructure, and uncertainty around future growth. While the plant continues to meet all regulatory requirements, higher turbidity since 2022 has resulted in increased chemical use, added operational strain, and more frequent reliance on raw water storage.

The plant is rated at 1,185 m³/day but is currently operating at approximately 17-21% capacity, indicating that it meets current demand. However, due to limitations associated with aging equipment, the plant can only reliably achieve about 75% of its design capacity. The primary constraint is Treatment System #1, where excessive headloss in Clarifier #1 requires frequent flushing, reducing efficiency.

The assessment also identified deterioration within key components, including corrosion, along with outdated chemical dosing systems and unused infrastructure that should be removed. Overall, the plant is meeting current needs, but increasing turbidity and aging infrastructure present ongoing challenges and may impact its ability to meet current or future demand.

An immediate recommendation included an assessment by a technician for \$20,000. This would be to conduct a more thorough inspection of Filter #1 to determine the condition and timelines for replacement. Currently, staff are concerned with the condition of Filter #1 and the continued operation.

The mid to long term treatment system replacements options that were presented by JLR are outlined below. These estimated costs incorporate all the anticipated cost for the equipment, design and construction of the treatment systems.

Option	Upgrade	Timeline	Cost Estimate (2025)
Study Option #1	Replace corroded Treatment System #1 with like-for like system (Same design capacity of 590 m ³ /day)	0-5 years	\$900,000 to \$1,600,000
	Replace Treatment System #2 with like-for like system(Same design capacity of 590 m ³ /day)	5-10 years	\$900,000 to \$1,600,000
	Replace coagulant and polymer dosing systems when replacing Treatment System #2	5-10 years	\$50,000
Study Option #2	Replace corroded Treatment System #1 with like-for like system (same design capacity of 590 m ³ /day)	0-5 years	\$900,000 to \$1,600,000
	Replace both Treatment Systems with new, fully redundant packages and replace the associated chemical dosing (rated design capacity of 1,185 m ³ /day)	5-10 years	\$3,000,000
Study Option #3	Replace both Treatment Systems with new, fully redundant packages and replace the associated chemical dosing (rated design capacity of 1,185 m ³ /day)	0-5 years	\$3,000,000

For Study Option #1, the total estimated cost is \$1,850,000 to \$3,250,000. The range reflects the type of treatment system replacement selected. During the study, JLR identified two filter systems capable of meeting the design capacity of 590 m³/day, which matches the capacity currently provided by each existing filter. The lower cost option involves replacing fewer treatment system components. While new equipment would result in some operational efficiencies, these savings would apply to all replacement options.

This option would reduce the plant's rated capacity from 1,185 m³/day to 590 m³/day. Staff do not recommend reducing the rated capacity. Seasonal population fluctuations and fire protection requirements need to be considered. In 2025, the maximum daily demand was 349 m³, representing 29.5% of the current rated capacity. At a reduced capacity of 590 m³/day, this would increase to 59%. After consulting with the Fire Chief, it should be noted that the KAT system is heavily relied on for fire protection for Kimberley, Amik, and the surrounding rural area. Reducing the rated capacity would have implications for maintaining adequate fire protection.

For Study Option #2, the total estimated cost is \$3,900,000 to \$4,600,000. The cost range depends on the treatment system replacement selected for Treatment System #1 as an interim solution. This option provides full redundancy, meaning each treatment system could independently meet the rated capacity of 1,185 m³/day, with the second system available as standby. Staff do not recommend this option due to the overall cost.

For Study Option #3, the total estimated cost is \$3,000,000. This option includes full replacement of both treatment systems, the coagulant and polymer dosing systems, and a new Motor Control Centre (MCC). Staff would recommend this option, as it provides full redundancy while maintaining the rated capacity. Maintaining capacity remains important for fire protection and seasonal population fluctuations.

With this option, staff would also recommend assessing the current Treatment System #1 to determine if repairs could extend its service life and defer full replacement.

The following is a summary of the budgetary amounts that were considered within the water and wastewater rate study.

- \$100,000 2025 Approved Capital Project for KAT filter improvement/replacement - this project was paused while the study for capacity and optimization was completed.
- \$300,000 2026 Approved Capital Project for KAT Optimization Implementation - this project was originally specifically for filter repair work on one of the filters, but the scope was changed during 2026 budget preparation due to this study. At the time of preparing the budget request, the results were unknown.
- \$75,000 2026 Approved Capital Project for KAT Polymer Mixing Machine - this project was to replacing the aging and obsolete polymer mixing machine, but is currently paused until direction is provided on the next steps for the KAT water plant.
- \$300,000 from pending 2027 Capital Project for KAT Optimization Implementation - this was originally a continuation of the same project mentioned previously to complete repair work on the other filter, but the scope was changed to consider the results of this study.

Included in the Development Charge Study

- \$624,000 identified for capacity upgrades to the KAT Water Treatment Plant.

OPERATIONAL CONSIDERATIONS:

Staff are recommending this be deferred to a Committee of the Whole for further discussion. However, options for Council's considerations based off the study results have been presented below for consideration.

Council Consideration #1

That Council direct staff to bring forward Study Option #3 for the full replacement of both Treatment Systems with full redundancy during the 2027 budget.

This consideration would be staff's preferred recommendation for implementing the results of the study. Given the rated capacity of the KAT Water Plant, along with the previously noted impacts of seasonal population fluctuations and fire protection requirements, the existing rated capacity should be maintained.

As identified by JLR in their presentation, there are also concerns related to the structure and operation of Treatment System #1 that should be addressed. It should be noted, that this replacement has not been included in the current rate study and financial plan.

Council Consideration #2

That Council direct staff to complete repairs on Treatment System #1, and to report back to Council on a new timeline for a full replacement of both Treatment Systems with full redundancy.

Although it is not the preferred consideration, this option would allow additional time to address the financial implications of the project. As noted, a total of \$775,000 has been included in the current rate study for improvements to the KAT Water Plant. Undertaking interim repairs to Treatment System #1, such as replacing clarifier media, improving cathodic protection, and completing minor structural improvements, could extend the service life of the existing system. This extension would provide staff with time to reassess the timeline for a full replacement and incorporate those costs into the next rate study.

Council Consideration #3

That Council direct staff to bring forward Study Option #1 for a full replacement of both Treatment Systems with no redundancy and a reduced rated capacity during the 2027 budget.

Staff would strongly caution against this consideration. The rated capacity of the plant of 1,185 m³/day was established in the 1990s based on the population and fire protection needs of Kimberley, Amik and Talisman. It is important to note that the former Talisman Ski Resort maintained their own fire protection and did not rely on the municipal water system. Given the seasonal nature of the population, reducing the plant's capacity could place additional strain on treatment operations if the area shifts toward a more permanent population. The Fire Chief has also raised significant concerns regarding the impact that a reduced capacity would have on fire protection for Kimberley, Amik, and the surrounding rural areas. With ongoing monitoring of available capacity across both water and wastewater systems, there is a risk that if the rated capacity is reduced and population increases (including a shift towards a more permanent population), system upgrades may become necessary at additional cost.

GREY HIGHLANDS STRATEGIC PLAN:

Respected Environment - Manage municipal resources in a responsible and sustainable manner, considering future needs for adaptation and community resiliency

Responsible Governance - Practice good public sector management, adhere to the legal framework for governance, accountability, transparency, and the free flow of public information.

FINANCIAL IMPACT:

The financial impact will vary depending on the direction provided for the filter replacements. As noted, this work was not included in the current rate study. There is limited funding available within the existing or forecasted capital budget to support this project; however, some funding has been identified through the Development Charge study. Depending on the approach selected, debenture financing may be required, with repayment to be recovered through water rates and Development Charges where applicable.

ENVIRONMENTAL IMPACTS:

0 - no impact with this report.

CONSULTATION:

Shawn Moyer, Director of Environmental Services
Jeff Elchuk, Public Utilities Team Lead
Anna McCarthy, Director of Finance/Treasurer
Marty Wellwood, Fire Chief

ATTACHMENTS OR REFERENCE:

[KAT Water Treatment Plant Optimization & Capacity Study](#) presented by JLR at the March 4, 2026 Council meeting
[KAT Water Treatment Plant Optimization & Capacity Study](#) report prepared by JLR

Approved By:

Shawn Moyer, Director of Environmental Services
Anna McCarthy, Director of Finance/Treasurer
Karen Govan, Chief Administrative Officer

Status:

Approved - 18 Jun 2026
Approved - 22 Jun 2026
Approved - 29 Jun 2026

The Corporation of the Municipality of Grey Highlands

By-law No. 2026-070

**Being a By-law to amend By-law 2025-009 being a
By-law to Establish Fees and Charges to be collected
by the Corporation of the Municipality of Grey
Highlands**

Whereas, the Municipal Act, 2001 provides that a Municipality may pass by-laws imposing fees or charges on any class of persons; and

Whereas, Council passed By-law 2025-009 on February 11, 2025 and the by-law has since been amended several times; and

Whereas, Council passed resolution 2026-361 at their June 3, 2026 meeting, directing staff to bring forward a by-law to adopt PicklePass membership rates; and

Whereas, Council passed resolution 2026-403 at their June 17, 2026 meeting, directing staff to bring forward a by-law to increase the fee for Grey Highlands flags;

Now Therefore the Council of the Municipality of Grey Highlands hereby enacts as follows:

1. That Council hereby amends By-law 2025-009 by replacing Schedule A and Schedule F with the schedules attached hereto and forming part of this by-law; and
2. That Council hereby establishes the fees and charges as set out in Schedule A and Schedule F attached hereto; and
3. That this by-law shall come into force and take effect upon the final passing thereof.

Read a first, second and third time, and finally passed on .

The Corporation of the
Municipality of Grey Highlands

Paul McQueen, Mayor

Amanda Fines-VanAlstine, Clerk

Municipality of Grey Highlands
Fees & Charges By-Law 2025-009
as amended by By-laws 2025-082, 2026-049, 2026-070

Schedule "A"
Department: **Administration/Finance**

Taxes where applicable

Service	By-law	Amount
Administration		
Photocopy per page	2025-009	\$0.50
Certification of Photocopies (True Copy)	2025-009	\$6 per page
Faxes-up to 5 pages	2025-009	\$6.00
Faxes-per page cost after 5 pages	2025-009	\$0.75
FOI requests (labour/copy charges extra)	2025-009	as legislated
Oaths & Affidavits - Commissioning (up to 2 documents)	2025-009	\$25.00
Line Fence Act Filing Fee	2025-009	\$200.00
Line Fence Appeal Fee	2025-009	as legislated
Tenant Protection Inspection	2025-009	Actual + \$50.00
Search for information for past years (minimum charge 1 hour)	2025-009	Hours * Labour/hr cost
Labour per hour cost	2025-009	\$35.00
Osprey history book	2025-009	\$55.00
Euphrasia history book #1	2025-009	\$35.00
Euphrasia history book #2	2025-009	\$32.00
Purchase Euphrasia #1 & #2	2025-009	\$60.00
Markdale History Book	2025-009	\$25.00
Artemesia (Split Rail)	2025-009	\$30.00
Artemesia (Split Rail Vol 2)	2025-009	\$30.00
Priceville History Book (Grey Roots)	2025-009	\$35.00
Map Book- Grey County	2025-009	Set by County
Flag- Grey Highlands	2026-070	\$50.00
Completion of Forms	2025-009	\$100.00
Finance		
Interest on special charges and accounts receivables (monthly)	2025-009	1.25%
Mortgage Admin Fee - Tax Bills	2025-009	\$10 per tax account per notice
Tax certificates	2025-009	\$75.00
Tax Info/History - Current to 3 yrs	2025-009	No charge
Tax Info/History 4 yrs and prior	2025-009	\$50.00
Returned Cheque Charge	2025-009	\$45.00
Notice of Past Due Taxes	2025-009	\$2.00
Year-end Statement (multi-year arrears)	2025-009	\$15.00
Municipal Tax Sale - Initiation of Formal Proceedings (fee is added upon signing of the Tax Arrears Certificate Acknowledgement and <u>Direction to Register</u>)	2025-082	Actual costs + \$500
Municipal Tax Sale - Final Sale of Lands Procedure (fee is added upon preparation of first advertisement)	2025-082	Actual costs + \$1000.00
Extension Agreement - terms not met	2025-009	\$100.00
Tile Drain Loan Application Fee	2025-009	\$250.00
Tile Drain Loan Early Repayment Fee	2025-009	\$250.00

Municipality of Grey Highlands
 Fees & Charges By-Law 2025-009
 as amended by By-laws 2025-082, 2026-049, 2026-070

Schedule "A"
 Department: **Administration/Finance**

****Taxes where applicable****

Service	By-law	Amount
Corporate		
Civil Marriage Ceremony (at Municipal Office during regular business hours)	2025-009	\$367.25
Civil Marriage Ceremony Offsite *No Stat holidays	2025-082	\$565.00
Marriage Ceremony Travel (as per mileage reimbursement rate)	2025-009	
Rehearsal Fee *1 hour max plus travel	2025-009	\$113.00
Witness Fee (per witness, in office only)	2025-009	\$33.90
Noise Exemption Fee	2025-009	\$200.00
Death Registrations - one year of age or over	2026-049	\$25.00
Property Standards - Municipal Work	2025-009	Actual costs + \$500
Grey Highlands 25th Anniversary T-shirt	2026-049	\$20.00
Grey Highlands 25th Anniversary Hat	2026-049	\$25.00

Municipality of Grey Highlands
Fees & Charges By-Law 2025-009
as amended by By-laws 2025-082, 2026-070

Schedule "F"
Department: **Parks, Recreation & Culture**

***Prices exclude HST unless otherwise noted

Service	By-law	Amount
SOCAN: (If music is played)	2025-009	Actual
Reservation Fee (non-refundable)	2025-009	25% deposit
Cleaning / Damage deposit	2025-009	\$ 500.00
Set-Up & Take Down Fee (tables & chairs)	2025-009	\$ 70.00
Block Rental Rates (Osprey, Markdale, Stothart, Rocklyn)		Per Time Slot
Non Prime Day Block	2025-009	\$ 221.77
Non Prime Evening Block	2025-009	\$ 246.55
Non Prime Combined (Full day)	2025-009	\$ 424.96
Prime Day Block	2025-009	\$ 258.94
Prime Evening Block	2025-009	\$ 283.72
Prime Combined Block (Full day)	2025-009	\$ 493.10
Block Rental Rates (Kimberley Hall)	2025-009	Per Time Slot
Non Prime Day Block	2025-009	\$ 110.88
Non Prime Evening Block	2025-009	\$ 123.27
Non Prime Combined (Full day)	2025-009	\$ 212.48
Prime Day Block	2025-009	\$ 129.47
Prime Evening Block	2025-009	\$ 141.86
Prime Combined Block (Full day)	2025-009	\$ 246.55
Business Meeting Rentals (None prime time, Max 20 people, Max 3 hours)		Per meeting (3 hrs)
Kimberley Hall	2025-009	\$ 70.00
Stothart Hall	2025-009	\$ 70.00
Osprey meeting room	2025-009	\$ 70.00
Markdale Hall	2025-009	\$ 70.00
Flesherton Kinplex	2025-009	\$ 70.00
Rocklyn Hall	2025-009	\$ 70.00
Small Hall Rental Fee		Hourly rate
Kimberley Hall - no alcohol	2025-009	\$ 45.00
Osprey meeting room - no alcohol	2025-009	\$ 45.00
Kimberley Hall - with alcohol	2025-009	\$ 54.00
Osprey meeting room - with alcohol	2025-009	\$ 54.00
Large Hall Rental Fee		Hourly rate
Osprey Hall - no alcohol	2025-009	\$ 50.00
Markdale Hall - no alcohol	2025-009	\$ 50.00
Flesherton Kinplex - no alcohol	2025-009	\$ 50.00
Stothart Hall - no alcohol	2025-009	\$ 50.00
Rocklyn Hall - no alcohol	2025-009	\$ 50.00
Osprey Hall - with alcohol	2025-009	\$ 60.00
Markdale Hall - with alcohol	2025-009	\$ 60.00
Flesherton Kinplex - with alcohol	2025-009	\$ 60.00
Stothart Hall - with alcohol	2025-009	\$ 60.00
Rocklyn Hall - with alcohol	2025-009	\$ 60.00
Arena Floor Rental Fee		Hourly rate
Arena Floor Rental (Daily Rate)	2025-009	\$ 538.94
Markdale Arena - no alcohol	2025-009	\$ 60.00
Flesherton Arena - no alcohol	2025-009	\$ 60.00
Osprey Arena - no alcohol	2025-009	\$ 60.00
Rocklyn Arena - no alcohol	2025-009	\$ 60.00
Markdale Arena - with alcohol	2025-009	\$ 72.00
Flesherton Arena - with alcohol	2025-009	\$ 72.00
Osprey Arena - with alcohol	2025-009	\$ 72.00
Rocklyn Arena - with alcohol	2025-009	\$ 72.00

Municipality of Grey Highlands
 Fees & Charges By-Law 2025-009
 as amended by By-laws 2025-082, 2026-070

Schedule "F"
 Department: **Parks, Recreation & Culture**

***Prices exclude HST unless otherwise noted

Service	By-law	Amount
Entire Complex Rental Fee (includes arena floor, halls, kitchen and all amenities)		Daily rate (24 hours)
Markdale - no alcohol	2025-009	\$ 1,500.00
Flesherton (Arena & Kinplex) - no alcohol	2025-009	\$ 1,500.00
Osprey - no alcohol	2025-009	\$ 1,500.00
Rocklyn - no alcohol	2025-009	\$ 1,500.00
Markdale - with alcohol	2025-009	\$ 1,800.00
Flesherton (Arena & Kinplex) - with alcohol	2025-009	\$ 1,800.00
Osprey - with alcohol	2025-009	\$ 1,800.00
Rocklyn - with alcohol	2025-009	\$ 1,800.00
Commercial Kitchen Rental Fee		Rates
Osprey - when booked with any hall or arena floor (no cooking permitted)	2025-009	\$15 flat rate
Rocklyn - when booked with business meeting (No Cooking permitted)	2025-009	\$15 flat rate
Osprey - when booked with any hall or arena floor	2025-009	\$100 flat rate
Rocklyn - when booked with business meeting	2025-009	\$100 flat rate
Osprey (standalone rental)	2025-009	\$30/hour
Rocklyn (standalone rental)	2025-009	\$30/hour
Arena Ice Rentals		Hourly rate
Markdale Arena - prime time	2025-009	\$ 132.00
Flesherton Arena - prime time	2025-009	\$ 132.00
Osprey Arena - prime time	2025-009	\$ 132.00
Rocklyn Arena - prime time (2024-2025 ice season)	2025-009	\$ 117.00
Rocklyn Arena - prime time (2025-2026 ice season or to align with all other arena ice rental rates)	2025-009	\$ 132.00
Markdale Arena - non-prime time	2025-009	\$ 88.00
Flesherton Arena - non-prime time	2025-009	\$ 88.00
Osprey Arena - non-prime time	2025-009	\$ 88.00
Rocklyn Arena - non-prime time	2025-009	\$ 88.00
Advertising Rates (Fee does not include costs of sign or ice graphic, must be supplied by advertiser)		
Sponsorship of Municipal public skating	2025-009	\$ 100.00
Large sign - 4' x 8'	2025-009	\$ 130.09
Small sign - 4' x 4'	2025-009	\$ 106.19
Ice surface	2025-009	\$ 176.99
Stick and Puck Programming		
Stick and puck - fee per session	2025-082	\$5.00 incl. HST
PicklePass Rates		
Adults (18+)	2026-070	\$45.00 per season
Youth (under 18 years)	2026-070	\$15.00 per season
Family Pass	2026-070	\$100.00 per season
Grey Highlands Museum		
Admission - adults	2025-009	\$ 2.00
Admission - seniors	2025-009	\$ 1.00
Admission - children	2025-009	\$ 0.50
Group tours (per person)	2025-009	\$ 1.00

All rates quoted are for ratepayers/residents of Grey Highlands
 All rentals by non-residents of Grey Highlands are subject to a 20% rental premium (excluding advertising rates and Grey Highlands Museum)
 Bookings with alcohol are subject to a 20% premium (excluding block rates)
 All rates quoted are for prime time rentals, unless otherwise stated
 Halls - prime time hours: Friday 16:00 to Sunday 23:59
 Halls - non-prime time hours: Monday 07:00 to Friday 15:59

Ice - prime time hours: Friday 18:00 to Sunday 23:59; Monday to Thursday 18:00 to 22:59
 Ice - non-prime time hours: Monday to Friday 07:00 to 18:00
 Ice - all annual group bookings of over 50 hours are subject to a 20% fee discount for the 2024/2025 season

REPORT

TO: Council
FROM: Marty Wellwood
DATE: July 8, 2026
REPORT: FES.26.09
SUBJECT: Station 1 Addition Update

RECOMMENDATION:

That Council receive report FES.26.09, Station 1 Addition Update, for information; and
That Council approve finalizing and issuing the tender for construction

BACKGROUND AND ANALYSIS:

As part of the 2024 Capital Budget process, the amount of \$600,000 was approved for an addition to Station 1, (Flesherton), with funding to be sourced from Development Charges. Staff have been working with Burnside & Associates on building design and development of the project. Design plans have been completed, and the project is ready to move forward with tendering. R.J Burnside & Associates provided preliminary construction estimates based on recent comparable projects and current market conditions: The current cost estimate is \$400-\$500/sq. ft, or \$700,000-\$900,000.

The proposed expansion addresses several operational deficiencies at Station 1 and partially supports the recommendation of the 2020 Master Fire Plan. While the Master Fire Plan recommended Building a completely new Fire Hall in Flesherton, a replacement facility would require a significantly larger capital investment and would present additional challenges related to servicing and water supply. The proposed addition provides a practical and fiscally responsible solution that addresses the station's most pressing operational needs while maximizing the use of the existing municipal asset.

The current station was designed to accommodate a maximum of four apparatus and has now reached its functional capacity. The 2020 Fire Master Plan also recommended that firefighters utilize a dedicated area to don and doff their protective equipment. To accommodate this recommendation and improve firefighter safety, the station's former meeting room was converted into a dedicated gear change room equipped with an air exchange system. The gear room has been a valuable addition to the station and supports modern firefighter cancer.

The proposed addition will address these deficiencies by providing dedicated female washroom and shower facilities, as well as a designated laundry area for the cleaning of contaminated clothing and equipment. These enhancements will support firefighter health and safety, align with industry best practices, and help reduce long-term occupational health risks.

The existing station does not have the capacity to house an additional tanker. Without expansion, the department's ability to respond to future growth and maintain effective rural fire protection services will be constrained. The proposed additional apparatus bay provides the necessary space to accommodate future apparatus requirements and ensures the station can continue to meet the community's evolving emergency service needs.

While the gear room has significantly improved firefighter safety, the conversion eliminated the station's meeting and training space. As a result, when indoor training is required, apparatus must be moved outside and tables and chairs brought in from the storage container to facilitate training activities. This arrangement is particularly challenging during winter months and creates operational inefficiencies.

The proposed addition will provide:

- An additional apparatus bay;
- A dedicated meeting and training room;
- Female washroom and shower facilities;
- A designated laundry area;
- Additional storage space.

These improvements will enhance firefighter safety, training capacity, operational readiness, and future service delivery requirements.

Firefighter cancer prevention has become a significant health and safety priority across Ontario. The Ministry of Labour has developed a Firefighter Cancer Prevention Checklist outlining measures departments should implement to reduce firefighter exposure to carcinogens and contaminants associated with emergency response activities.

Currently, Station 1 does not provide dedicated facilities for female firefighters to shower and clean up following emergency incidents. In addition, the station lacks a designated laundry facility to properly wash contaminated bunker gear and personal clothing after fire responses. The proposed addition addresses these deficiencies and aligns the station with current best practices for firefighter health and safety.

Development within the Station 1 response area, particularly within the OFDU service area, continues to increase. As growth occurs, demands on emergency services will also increase. To maintain effective fire protection services in rural areas, the department anticipates the future need to add a second tanker to Station 1. Additional tanker capacity is essential where municipal water systems are limited or unavailable. The existing station does not have the capacity to accommodate an additional tanker. The proposed apparatus bay will provide the flexibility necessary to support future apparatus requirements and maintain service levels as the community continues to grow.

Failure to proceed with the addition will result in continued operational constraints, limited training space, ongoing health and safety deficiencies, and an inability to accommodate future apparatus required to support growth and maintain service levels within the Station 1 response area.

OPERATIONAL CONSIDERATIONS:

The original Capital Budget request highlighted the need for the Fire Hall expansion and partially supports a recommendation of the 2020 Master Fire Plan to construct a new Fire Hall in Flesherton. While a completely new Fire Hall would be ideal, it would be significantly more costly and presents challenges related to the availability of water resources. As a result, the proposed project focuses on an addition to the existing building.

The addition will provide an additional apparatus bay, a meeting and training room, female washroom facilities, a designated laundry area, and additional storage space. These improvements will address current operational needs while supporting future growth and service delivery requirements.

The 2020 Master Fire Plan recommended that Station 1 in Flesherton be replaced due to its space limitations. The station can only house a maximum of 4 apparatus that are designed to fit the space available. The Master Fire Plan also recommended that the area within the station be utilized by the firefighters to get their protective equipment on. To accommodate that change, the meeting room was repurposed into a gear change room. All firefighters can now dress in a safe environment with an air exchanger system in place.

While the gear room has been a welcome addition to the station, it also eliminated the meeting room. The meeting room is frequently used, particularly during the winter months, to conduct firefighter training. Currently, when indoor training is required, fire trucks need to be moved outside, and tables and chairs are brought in from the storage container. This arrangement creates operational issues with the trucks during the colder weather conditions.

Cancer prevention in firefighters has become a significant health and safety priority. The Ministry of Labour has created a Cancer Prevention Checklist that outlines measures departments need to take to help keep firefighters safe. Currently, there are no facilities in the station that allow female firefighters to shower and clean up after a fire before they return to their regular lives. The proposed addition will also include a designated laundry area that will allow firefighters to wash their bunker gear and regular clothes after a fire response.

Development within the OFDU area continues to grow in the Station 1 response and coverage area. To keep pace with the growth in rural areas, there will soon be a need to add a second tanker to Station 1.

This Tanker will allow firefighters to respond more effectively to rural structure fires where water supply is limited. There is currently no capacity within the existing station to house a second tanker

GREY HIGHLANDS STRATEGIC PLAN:

Responsible Governance

FINANCIAL IMPACT:

Council approved \$600,000 within the 2024 Capital Budget for the Station 1 Fire Hall Addition project, with funding to be sourced through Development Charges.

Based on preliminary estimates provided by R.J. Burnside & Associates, project costs are anticipated to range between \$700,000 and \$900,000. Final project costs will be confirmed through the tendering process and Council award. Any required budget adjustment will be brought forward to Council for consideration following tender closing. The proposed addition represents a significantly more cost-effective alternative than constructing a new fire hall while addressing critical operational, health and safety, and growth-related requirements.

As of December 31 2026, the Development Charges Reserve Fund for Fire Services totalled \$590,900. The 2023 DC Background Study included a total of \$750,000 for this project, to be received in DC revenue over a period beyond 2033 and into the next DC Study period. If the total cost comes in on the higher end, funding recommendation will be confirmed when the tender results are presented to Council for award.

The goal is to have the tender issued as soon as possible, with construction beginning in 2026. Minimal interruption to normal fire hall operations is expected.

STAFFING IMPACT:

There are no direct staffing impacts associated with this report. The proposed addition will improve working conditions, training opportunities, and health and safety accommodations for existing firefighters.

POLICIES/LEGISLATION::

- Fire Protection and Prevention Act, 1997
- Occupational Health and Safety Act
- Ministry of Labour Firefighter Cancer Prevention Checklist
- Grey Highlands Fire Master Plan (2020)
- Section 21 Guidance Notes
- NFPA 1500 - Standard for Fire Department Occupational Safety, Health, and Wellness Program

ENVIRONMENTAL IMPACTS:

The proposed addition maximizes the use of an existing municipal facility and infrastructure rather than requiring the construction of a new fire station. The project will improve the functionality and longevity of the existing building while supporting sustainable asset management practices.

CONSULTATION:

R.J. Burnside & Associates

Shawnette Duvall-Crouse - Director of Community Services

Anna McCarthy - Director of Finance

Approved By:

Marty Wellwood, Fire Chief
Shawnette Crouse, Director of
Community Services
Anna McCarthy, Director of
Finance/Treasurer
Karen Govan, Chief
Administrative Officer

Status:

Approved - 09 Jun 2026
Approved - 10 Jun 2026
Approved - 11 Jun 2026
Approved - 29 Jun 2026

BUDGET REQUEST

FROM: FIR
REPORT NUMBER: Item 21
TYPE OF REQUEST: Item for Consideration
SUBJECT: Station 1 Addition
BUDGET YEAR: 2024

SUMMARY, BACKGROUND AND ANALYSIS:

This Capital Request is to partially support a recommendation of the Master Fire Plan to build a new Fire Hall in Flesherton. Building a completely new Fire Hall would be ideal but very cost-prohibitive and challenging due to the lack of water resources. This request instead is to add an addition to the existing building. The addition would allow for another truck bay, a meeting room, female washroom facilities, laundry facilities and storage.

The 2020 Master Fire Plan recommended that Station 1 in Flesherton be replaced due to its space limitations. It can only house a maximum of 4 apparatus that are designed to fit the space available. The Master Fire Plan also recommended that the area be utilized by the firefighters to get their protective equipment on. In order to accommodate that change, in 2022, the meeting room was repurposed into a gear change room. All firefighters can now dress in a safe environment. While the gear room has been a welcome addition to the station, it also eliminated the meeting room. The meeting room is frequently used, especially during the winter months, to conduct firefighter training. Currently, if indoor training is needed, fire trucks need to be moved outside, and tables and chairs brought in from the storage container. This arrangement causes issues with the trucks during the colder months.

A recent development of firefighter wellness is proper decontamination after fire events. Currently, there are no facilities in the fire hall to allow female firefighters to shower and clean up after a fire before they return to their regular lives. The addition will also include a designated laundry area that will allow firefighters to wash their bunker gear and regular clothes after a fire response.

The increased development of the OFDU properties continues to grow. To keep with that growth in our rural area, there will soon be a need to add a second tanker to Station 1. This Tanker will allow firefighters to deal with rural structure fires in a more effective

manner. To accommodate that growth and increase in fire apparatus, another apparatus bay will be required. The addition will address that need.

In 2019, a Capital request came before Council in the amount of \$225,000 for an addition. During the design process, some potential issues were identified with the possible addition as it was planned. Design, surveying and layout work was completed by RJ Burnside in 2020-2021. The updated plans have been designed to deal with those previous issues.

RISK ANALYSIS:

Not funding the addition will continue to cause operational issues for the firefighters at Station 1. The current building is at capacity for equipment and apparatus, and there will be no training room for firefighters. Not having the addition proceed will not allow the department to keep up with continued growth in the Municipality.

FINANCIAL ANALYSIS:

\$600,000

Development Charges Funding of \$250,000 per the 2022 DC Study.

ENVIRONMENTAL IMPACT:

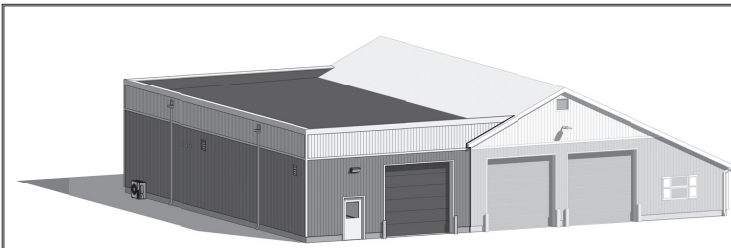
+1 Medium Positive impact, the addition will also allow for improvements to the existing building which will help with energy efficiency

Approved By:

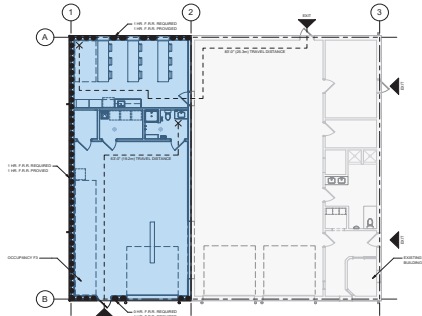
Karen Govan, Chief
Administrative Officer
Anna McCarthy, Treasurer

Status:

Approved - 16 Oct 2023
Approved - 10 Nov 2023



1 PERSPECTIVE VIEW
A001



2 CODE REVIEW PLAN
A001

PART 3 BUILDING CODE MATRIX		FLEISHER FIRE HALL ADDITION / RENOVATION		BUILDING CODE REFERENCE
3.1	PROJECT TYPE RENOVATION	<input checked="" type="checkbox"/> ADDITION	<input type="checkbox"/> RENOVATION	ICC IBC 2018
3.2	APPROXIMATE SQUARE FOOTAGE	COUNTY: PEER REVIEWED HEALTHCARE OCCUPANCY	USE: VEHICLE STORAGE MAINTENANCE / REPAIRING EQUIPMENT	318
3.3	APPROXIMATE SQUARE FOOTAGE	RENOVATION: 500	TOTAL: 500	322.1
3.4	BUILDING AREA (SQ. FT.)	RENOVATION: 500	TOTAL: 500	301.4.1.2
3.5	DECK AREA (SQ. FT.)	RENOVATION: 0	TOTAL: 0	301.4.1.2
3.6	MATERIAL STORAGE	RENOVATION: 0	TOTAL: 0	321.1
3.7	BUILDING HEIGHT	1 STORY BUILDING HEIGHT	1 STORY BUILDING HEIGHT	301.4.1.2.2.1.1
3.8	APPROXIMATE NUMBER OF STORIES	1	1	324
3.9	APPROXIMATE NUMBER OF STORIES	1	1	324 & 324.1
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NO.	REVISION	DATE	BY

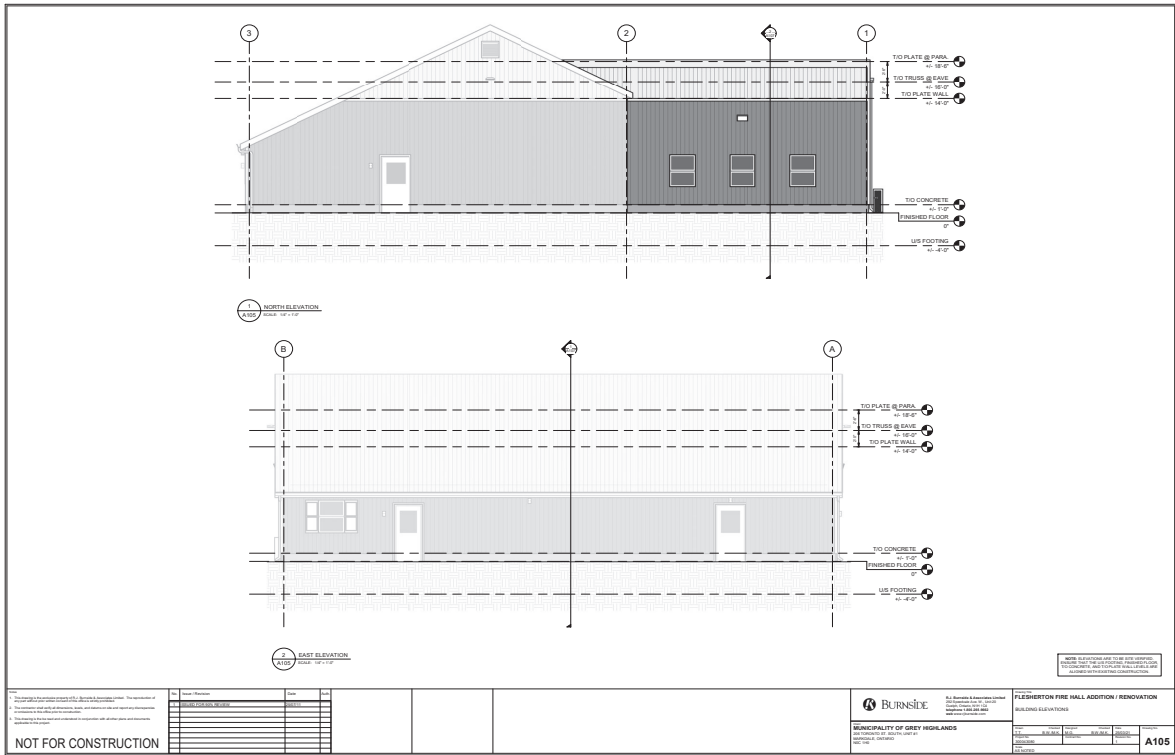
BURNSIDE ENGINEERS ARCHITECTS

31 Burnside & Riverside Avenues
 Suite 100
 Greyside, IL 60141
 (815) 426-1111
 www.burnside.com

FLEISHER FIRE HALL ADDITION / RENOVATION
 PERSPECTIVE VIEW, CODE REVIEW PLAN, AND CODE MATRIX

MUNICIPALITY OF GREYSIDE ILLINOIS

DATE: 08/15/2023
 DRAWING NO: A001

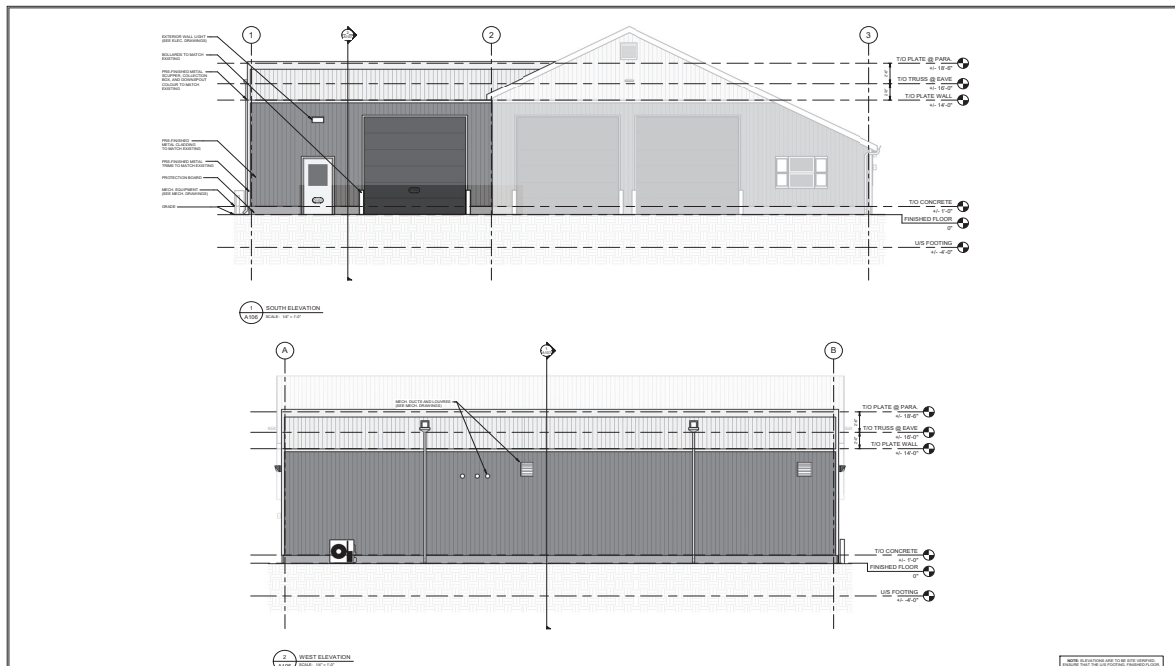


NOT FOR CONSTRUCTION

No.	Revisions	Date	By

BURNSIDE
 51 Burnside & Ashcroft Parkway
 Burnside, BC V5A 1K2
 Tel: (604) 681-1111
 Fax: (604) 681-1112
 www.burnside.ca

FLEIGHTON FIRE WALL ADDITION / RENOVATION			
BUILDING ELEVATIONS			
NO.	DATE	BY	SCALE



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REPORT

TO: Council
FROM: Alysha Milliner
DATE: July 8, 2026
REPORT: TPS.26.22
SUBJECT: Award of RFT-F18-2026-10 Highway 10 Connecting Link Markdale

RECOMMENDATION:

That Council receive report TPS.26.22, Award of RFT-F18-2026-10 Highway 10 Connecting Link Markdale for information; and
That Council support awarding the tender to Cox Construction in the amount of \$5,838,698.18 (excluding HST); and
That Council support a 10% contingency allowance to be carried internally for this project.

BACKGROUND AND ANALYSIS:

It was announced in early March 2026 that Grey Highlands has been selected for funding through the Ministry of Transportation's 2026-2027 Connecting Link Program, to receive up to \$5,000,000 of the overall project costs for the reconstruction of Toronto Street in Markdale.

This project has been approved as part of the 2026 budget, pending funding approval.

R.J. Burnside & Associates Limited prepared the tender package and it was issued on Bidding in accordance with the Procurement By-law on March 22 2026. The tender included the new Buy Ontario requirements which were evaluated. Four bids were received. The results are provided in the tender recommendation letter attached, as prepared by Burnside.

OPERATIONAL CONSIDERATIONS:

Staff support the recommendation of Burnside that the Municipality award the contract for the Highway 10 Connecting Link Markdale to Cox Construction.

A requirement of the tender was for the contractor to provide a Public Relations Officer. Upon award of the contract a start up meeting will be scheduled to discuss project details and construction timelines, thereafter communication with residents and

businesses will be completed. The Grey Highlands Connect page will be updated on a regular basis.

GREY HIGHLANDS STRATEGIC PLAN:

Responsible Governance - Practice good public sector management, adhere to the legal framework for governance, accountability, transparency, and the free flow of public information.

FINANCIAL IMPACT:

	Estimated Costs of Construction at Budget	Lowest Tender Submission (after HST rebate)	Funding Source
Road and Drainage	\$6,674,600	\$5,644,668	Grant \$5M/Debenture \$644,668
Sanitary	\$271,000	\$296,791	Wastewater Reserves
Estimated Construction Cost, excl contingency	\$6,945,600	\$5,941,459	
10% Contingency		\$594,146	Debenture and/ or WW Reserves
Estimated Cost, incl contingency	\$6,945,600	\$6,535,605	

The lowest bid provided by Cox Construction, including non-rebatable portion of HST is \$5,941,460.

There are a number of provisional items included in the tender which will impact the final cost of the work.

The [unofficial tender results are available on the website](#). The tender submissions ranged from \$5,838,698 to \$7,279,670 (excluding HST).

CONSULTATION:

Chris Cornfield, Director of Transportation & Public Spaces
 Anna McCarthy, Treasurer/Director of Finance

Approved By:

Chris Cornfield, Director of Transportation
 Anna McCarthy, Director of Finance/Treasurer
 Karen Govan, Chief Administrative Officer

Status:

Approved - 25 Jun 2026
 Approved - 26 Jun 2026
 Approved - 29 Jun 2026

R.J. Burnside & Associates Limited 3 Ronell Crescent Collingwood ON L9Y 4J6 CANADA
telephone (705) 446-0515 fax (226) 526-9660 web www.rjburnside.com



June 23, 2026

Via: Email (cornfieldc@greyhighlands.ca)

Mr. Chris Cornfield
Director of Transportation & Public Spaces
The Municipality of Grey Highlands
206 Toronto Street South, P.O. Box 409
Markdale ON N0C 1H0

Dear Mr. Cornfield:

**Re: Highway 10 Connecting Link at Markdale
Tender Bid Evaluation and Recommendation
RJB Project No.: 300041931.1000
Contract No.: RFT-F18-2026-10**

Four (4) tenders were received by the Municipality of Grey Highlands at closing on Thursday, June 18, 2026, at 11:00 a.m.

1.0 Bid Results

The Four (4) Bids submitted were checked for completeness and mathematical accuracy by R.J. Burnside & Associates Limited (Burnside) and were found to be compliant. The results are shown in Table 1 below.

Table 1: Bid Results (Excluding HST)

Tenderer	Tender Amount	Corrected Tender Amount	Difference From Low Bid
Cox Construction Limited	\$5,838,698.18	-	-
SMRS Construction	\$6,446,496.17	-	\$607,797.99
Seeley and Arnill Construction	\$7,074,347.44	-	\$1,235,649.26
E.C. King Contracting	\$7,279,670.80	-	\$1,440,972.62

2.0 Experience and References

Burnside contacted and received responses from three out of the four references provided by Cox Construction Limited. Overall, the references were pleased with their understanding of the project's scope of work, quality and the work performed by Cox Construction. The references spoke highly of Cox Construction and would work with them again in the future. A summary of the references and the individual responses are provided below.

Reference 1: County of Grey

The County recognized Cox Construction as their strongest Contractor, noting that the project proceeded seamlessly due to the team's understanding of the project scope of work, and good communication between the County and local residents. The project is currently halfway through their two-year warranty period and there has been no issues to date. The County mentioned that submissions and paperwork were organized. While occasional reminders were required, Cox Construction would respond promptly. The County noted that the implementation of a detour route was required on their project and was well executed. Their superintendent that provides training to the other superintendents is proactive, diligent and ensures everything is in order. The County of Grey holds Cox Construction high on their list of Contractors and is satisfied with their overall performance, and would recommend Cox Construction Limited to others.

Reference 2: County of Dufferin

Cox Construction has worked with the County for nearly eight years. The County indicated that Cox Construction possesses a good understanding of the project's scope of work, provided great communication, and has made themselves available in the evenings and weekends for any emergencies. The County is well satisfied with their quality of work, organized paperwork, and if there were any issues, Cox Construction would resolve them promptly. Communication during the warranty period was excellent and if there were issues, Cox Construction would be fair and rectify the deficiencies. The County noted that there have been challenges in the past with traffic control communication but may primarily be caused by friction between road users and traffic control. The County recommended including all work items in the tender, as the pricing for additional work may be high. The County of Dufferin is consistently pleased with their work performance and would recommend Cox Construction Limited to others.

Reference 3: Township of Southgate

The Township is pleased with the work completed by Cox Construction and noted that communication between the Contractor, Township, and residents, was excellent, and all paperwork and invoices were well organized. Cox Construction provided good communication, specifically with an industrial company, by maintaining access for their trucks to ingress / egress from a one-way road, and provided notification when required of any closures. The County advised that the project completed by Cox Construction was for a rural area and did not include underground work. No comments could be provided for underground work; however, the Township was satisfied with the work performed by Cox Construction and the quality of work, and would recommend them to others.

3.0 Subcontractors

Burnside has reviewed the subcontractors provided and has determined that they are qualified to complete the Work in accordance with the tender documents. The subcontractors are as follows:

- J. Franze Concrete – Concrete Curb and Sidewalk;
- Midwestern Line Striping – Pavement Markings;
- A. Fach Excavating – Underground Servicing; and
- TM3 INC – Electrical

Mr. Chris Cornfield
June 23, 2026
Contract No.: RFT-F18-2023-10
Project No.: 300041931.1000

Page 3 of 3

4.0 Buy Ontario

All bids were reviewed and evaluated by Burnside in alignment with the Buy Ontario Act Compliance. This procurement requirement included considerations to Ontario and Canadian goods, services, and suppliers, where all bid prices were evaluated to confirm lowest bid and compliance. Based on Buy Ontario Act Compliance, Cox Construction remained the lowest bidder.

5.0 Recommendation

Burnside has reviewed the Bid received at the tender closing from Cox Construction Limited and found it compliant with the intent of the tender documents and design drawings. Through reference checks undertaken, as noted above, and background checks on their listed subcontractors, completed by Burnside, it is evident that Cox Construction Limited and their subcontractors have the required knowledge, equipment, ability, and experience to successfully meet the requirements of this project to the satisfaction of the Municipality within the time and cost provided.

For Municipality budgeting purposes, Burnside recommends that a contingency allowance of 10% of the pre-tax tender price (\$583,869.82) be carried to allow for potential extras. This would result in a total cost of \$6,422,568.00 (HST excluded). Burnside recommends that the total cost (including contingency) be "rounded up" to \$6,450,000.00 (HST excluded).

Upon receipt of a copy of the Municipality of Grey Highlands Council Resolution awarding the contract, Burnside will prepare and send a letter of award to Cox Construction Limited and schedule a pre-construction meeting.

We trust that you will find the above to be in order. If you have any questions or require clarification, please feel free to contact us.

Yours truly,

R.J. Burnside & Associates Limited



Linda Tran
Contract Administrator
LT:jm

Attachment(s) Tender Closing

cc: Chris Cornfield, Municipality of Grey Highlands (Via Email: cornfieldc@greyhighlands.ca)
Anna McCarthy, Municipality of Grey Highlands (Via Email: treasurer@greyhighlands.ca)
Alysha Milliner, Municipality of Grey Highlands (Via Email: millinera@greyhighlands.ca)

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By-law No. 2026-053

Board and Committee By-law

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Consolidated Version

Revision History:	Passed On:	Description of amendment
2026-053	May 11, 2026	original

Consolidated for Convenience Only

This is a consolidation copy of a City of Owen Sound By-law for convenience and information. While every effort is made to ensure the accuracy of this by-law, it is not an official version or a legal document. The original by-law should be consulted for all interpretations and applications on this subject. For more information or to view by-laws please contact the Clerks Department.

The Corporation of the City of Owen Sound

By-law No. 2026-053

A By-law to establish Boards and Committees, appoint or amend the terms of office for members, and repeal By-law 2026-008

WHEREAS sections 5(3) and 11 of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended (the "Act") authorize a lower-tier municipality to pass by-laws respecting the governance structure of the municipality; and

WHEREAS, on January 26, 2026, the Council of The Corporation of the City of Owen Sound (the "City") passed By-law No. 2026-008, being A By-law to appoint or amend terms of office for members and establish Boards and Committees; and

WHEREAS, on April 13, 2026, City Council passed Resolution No. R-260413-006 directing staff to bring forward the subject by-law to adopt a new committee structure, in consideration of staff report CR-26-031; and

WHEREAS this by-law is intended to implement Council's revised committee structure and take effect at the beginning of the next term of Council;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE CITY OF OWEN SOUND HEREBY ENACTS AS FOLLOWS:

Part I. Short Title, Definitions and Interpretation

Short Title

1. The short title of this by-law shall be the "Board and Committee By-law".

Definitions

2. In this by-law:

"**Ad Hoc Committee**" means a committee with a specific mandate of a limited nature, Council representation, and administrative support, which meets as necessary to provide recommendations to Council and which is disbanded following the completion of the mandate;

"**Advisory Committee**" means a committee with a specific mandate of an ongoing nature, which meets regularly to provide recommendations to Council;

"**City**" means The Corporation of the City of Owen Sound;

"**Community Organization**" means an independent organization that has requested a member or members of Council to participate in that organization by sitting on a board or committee as a Council representative and whose request has been approved by a resolution of Council;

"**Council**" means the Council of the City;

"**Family**" means family member as defined in the City's Code of Conduct;

"**Meeting**" means any regular, special or other meeting of a council, of a local board or of a committee of either of them;

"**Quasi-Judicial Committee**" means a committee that has a partly judicial character with the right to hold hearings on and conduct

investigations into disputed claims and alleged infractions of rules and regulations, and to make decisions in the general manner of courts;

“Staff Liaison” means the City staff member responsible to be the conduit for information between City staff and the board or committee to which they are a liaison. For City committees and City-administered boards, i.e. River District Board of Management, responsibilities include but are not limited to: setting agendas in consultation with the chair; attending meetings; reviewing minutes as prepared by the recording secretary; and ensuring that meeting follow-up is undertaken by City staff;

“Working Group” means a subcommittee appointed to achieve specific goals, tasks, or projects within a set timeframe that concludes before or with the current term of Council. A working group produces an outcome, such as a report, a set of recommendations, or the completion of a project, and presents it to Council through one of the City’s advisory committees. Working groups do not require Council members but may have a maximum of four (4) Council members, provided that Council members make up less than fifty per cent (50%) of the group’s membership. Public members of a working group are selected from the Working Group Roster by Council members. A working group is meant to be self-sufficient and use limited staff resources. Working groups are not subject to the City’s Procedural By-law to allow for more flexibility in achieving their outcomes; and

“Working Group Roster” means the list of people who have formally volunteered to sit on City or River District working groups and have provided their background and areas of interest.

Interpretation

3. The division of this by-law into parts and the insertion of headings are for convenient reference only and shall not affect the interpretation of the by-law.
4. References to words in the plural include the singular, as applicable.
5. References to laws in this by-law refer to the statutes, as amended from time to time, which are applicable within the Province of Ontario.
6. The terms and provisions of this by-law are severable. If any term or provision is found by a court of competent jurisdiction to be legally unenforceable, inoperative or invalid, the remainder of the by-law continues to be in full force and effect.
7. In the event of a conflict between the provisions of this by-law and the *Municipal Act, 2001* or any other legislation, the provisions of the legislation shall prevail.

Part II. General

Appointments by By-law

8. Council shall make all Council member and public member appointments to boards and committees by by-law.
9. Working group appointments will be made by by-law when public members selected from the working group roster have confirmed their interest and availability.

Mayor

10. The Mayor is an *ex officio* member of all committees, without voting privileges, unless otherwise stated in this by-law.
11. On any committee on which the Mayor has voting privileges, their votes count toward establishing a quorum. On any committee on which the Mayor does not have voting privileges, they do not count toward establishing a quorum.

Council

12. Council members biannually select boards and committees on which they wish to sit in accordance with the Board, Committee and Seat Selection Policy in effect at the time of the selections.

Public

13. Subject to statutory limitations and the requirements of this by-law, any member of the public may apply for appointments to a board or committee or to the working group roster.
14. Subject to statutory limitations and the requirements of this by-law, public appointments and terminations of appointment are at the sole discretion of Council.
15. Where possible, all public member appointments to boards or committees are for:
 - a. the term of Council; or
 - b. staggered two (2) year terms.
16. A public member is not eligible to serve on more than one committee in a single year. Council may waive this membership cap by a two-thirds (2/3) vote of the whole of Council.
17. A public member can sit on more than one working group at a time and may sit on working groups and committees simultaneously.
18. A public member may serve on a committee for a maximum of eight (8) years, after which they must leave the committee for at least two (2) years.
19. Public appointments to all boards and the Committee of Adjustment are not subject to the length of service cap.
20. The City Clerk advertises public member vacancies on boards and committees in accordance with standard procedures adopted by the City Clerk from time to time.

Terms of Office

21. Terms of office for Council members commence immediately after selections are made in an election year. In any other year, the terms begin on January 1st.
22. Terms of office for public members on boards commence immediately after appointments are made in an election year. In any other year, terms begin on January 1st.
23. Terms of office for public members on committees commence on January 1st of each year.
24. Terms of office continue until the earlier of a specified date or the completion of the mandate for the board or committee.

25. A public member continues to sit on a board or committee, after the expiry of his or her term, until the appointment of his or her successor, provided that the board or committee mandate continues.

Chair and Vice Chair

26. Each year following the start of annual Council terms on committees, a Chair and Vice Chair will be elected from amongst Council members to all City Committees on which Council members sit.
27. Elections of Chairs and Vice Chairs will be held in accordance with the Clerk's procedure in effect at the time of the election.
28. A Council member may serve as Chair of a committee for two (2) consecutive years after which the Council member is not eligible to serve as Chair of the said committee for one (1) year. This provision does not apply to the Mayor, who may serve as Chair of a committee without a service cap, provided they are duly elected to the position.
29. A Council member is prohibited from serving as the Chair or Vice Chair of a City committee where they are a family member of the committee's staff liaison.

Code of Conduct

30. At the commencement of their term, public members of boards, committees and working groups are required to review the City's Code of Conduct for Members of Council, Local Boards and Committees provided to them by the City Clerk and acknowledge such review, in writing, to the City Clerk within thirty (30) days of receipt.
31. During their term, members of boards, committees and working groups are required to comply with the provisions of the Code of Conduct for Members of Council, Local Boards and Committees at all times. Following their term, past members of boards, committees and working groups are required to comply with any ongoing obligations, such as those related to confidentiality.

Resignation and Termination

32. A public member of a board or committee is deemed to have resigned when:
 - a. the member delivers a written notice of resignation to the City Clerk;
 - b. the member is absent from three (3) consecutive board or committee meetings, for the boards and committees that meet every month or more often, without obtaining consent from the Chair; or
 - c. the member is absent from two (2) consecutive board or committee meetings, for boards and committees that meet less than monthly, without obtaining consent from the Chair.
33. A public member of a working group is deemed to have resigned when the member delivers a written notice of resignation to the City Clerk.
34. Council has the right to terminate any appointment for just cause, including conduct in breach of the Code of Conduct.
35. Notice of termination or deemed resignation will be provided in accordance with the Clerk's Procedure in effect at the time of the termination or deemed resignation.

Establishment of Committees and Working Groups

36. Strong Mayor
- a. The Mayor may establish certain committees prescribed by O. Reg. 530/22 further to the Strong Mayor Powers provided under Part VI.1 of the *Municipal Act, 2001*.
37. Staff report
- a. Prior to establishing an advisory or ad hoc committee, Council will be provided a staff report that addresses:
 - i. the purposes and objectives of the committee;
 - ii. any required or advisable terms of reference;
 - iii. the impact, if any, on resources;
 - iv. the schedule of meetings for the committee; and
 - v. in the case of proposed ad hoc committees, timing for completion of the proposed mandate, and confirmation that at least five (5) of the criteria in section 38 of this by-law are met.
 - b. The requirements of subsection 37.a. may be waived by unanimous consent of the Council members at the meeting where the matter is addressed.
38. Criteria
- a. Council may only establish an ad hoc committee or a working group where at least five (5) of the following criteria are met:
 - i. the subject matter is of significant importance to the City;
 - ii. the mandate and reporting structure can be clearly articulated;
 - iii. the mandate aligns with the City's Strategic Plan or other plans or guiding documents;
 - iv. the establishment of the committee will significantly help to streamline discussion and decision-making;
 - v. the committee will handle tasks or work that staff do not perform;
 - vi. the committee will require citizen voices or external stakeholder expertise to develop the subject matter; or
 - vii. the subject matter is multi-disciplinary or multi-departmental.
 - b. The requirements of subsection 38.a. may be waived by unanimous consent of the Council members at the meeting where the matter is addressed.
 - c. Council may establish a working group at its own direction, at the recommendation of a committee, or at the recommendation of staff, provided that the establishing motion(s) states:
 - i. the number of Council members in the working group;
 - ii. the number of public members in the working group;
 - iii. the objective(s) of the working group;
 - iv. the timeframe for the working group's objective(s) to be achieved;

- v. the staff resources required, if any;
- vi. the committee through which the working group will report back to Council.

Operation of Committees

39. Requirements and Prohibitions

- a. All committees must:
 - i. have a mandate;
 - ii. act in the form of providing recommendations to Council; and
 - iii. refrain from directing staff to undertake activities that fall outside of the committee's mandate unless specific prior authority has been obtained from Council.

40. Purpose

- a. The purpose of each committee is to provide feedback, advice, and recommendations to Council on matters within the committee's scope, which will support informed decision-making and effective governance.

41. Selection

- a. Council members select committees in accordance with the Board, Committee and Seat Selection Policy, except for the Resilient Community Advisory Committee, to which all Council members are automatically appointed at the beginning of their term of office.
- b. Public member applications are considered by Council members in closed session and appointed by by-law in open session.

42. Chair and Vice-Chair

- a. The chair of each committee is a member of Council, selected using the Clerk's procedure in effect at the time.
- b. The vice chair of each committee is a member of Council, selected using the Clerk's procedure in effect at the time.
- c. For meetings held in the absence of the chair and vice chair, staff will call the meeting to order and lead nominations for an acting chair to chair the meeting until its conclusion or until the chair or vice chair arrive.

43. Meetings

- a. Committee meetings are generally held monthly as presented in the Council and Committee Calendar, save and except the Tom Thomson Art Gallery Advisory Committee, which meets quarterly.
- b. Meetings are not held in August.
- c. Meetings may be held at the call of the chair.
- d. Meetings are conducted in accordance with the City's Procedural By-law in effect at the time of the meeting.

44. Authority

- a. Committees review material and provide recommendations to Council.

- b. Committees do not have any decision-making capacity or delegated authority.
45. Urgent Matters
- a. In circumstances where an urgent matter arises between scheduled committee meetings, the City Manager may authorize the matter to be referred directly to Council for consideration.
46. Remuneration
- a. Committee members, including the chair, receive no additional remuneration other than what certain members already receive for serving on Council.

Operation of Working Groups

47. Requirements and Prohibitions
- a. All working groups must:
 - i. have a mandate;
 - ii. produce an outcome in a specified timeframe; and
 - iii. refrain from directing staff to undertake activities that fall outside of the committee's mandate unless specific prior authority has been obtained from Council.
48. Purpose
- a. The purpose of each working group is to prepare a report, develop recommendations or complete a project based on its mandate and provide the results to Council via an Advisory Committee.
49. Selection
- a. Council will select the Council members, if any, to sit on a working group using the Clerk's procedure in effect at the time of the selections.
 - b. Council members selected to sit on a working group will meet to select public members for the working group using the working group roster. Where a working group does not have Council members, the selection of public members will be made by a quorum of Council after reviewing the application materials in closed session.
50. Chair and Vice-Chair
- a. Working groups can nominate any members for the roles of chair and vice chair.
 - b. For meetings held in the absence of the chair and vice chair, the working group may select any member as an acting chair to chair the meeting until its conclusion or until the chair or vice chair arrives.
51. Meetings
- a. Working group meetings are held at the call of the chair.
 - b. Meetings are not required to be conducted in accordance with the City's Procedural By-law in effect at the time of the meeting.
52. Authority
- a. Working groups do not have any decision-making capacity or delegated authority.

- 53. Remuneration
 - a. Working group members, including the chair, receive no additional remuneration other than what certain members already receive for serving on Council.

Minutes

- 54. Minutes of meetings for advisory and ad hoc committees are provided to the City Clerk for Council to receive and consider the recommendations.
- 55. Minutes of meetings for all boards and community organizations to which Council makes appointments are provided to the City Clerk for Council to receive.
- 56. Minutes of meetings for working groups are used for the internal purposes of the working group only.
- 57. Minutes for meetings of quasi-judicial committees are posted publicly.

Part III. Boards

River District Board of Management

- 58. The River District is a business improvement area established by By-law No. 2022-061, which allows the City to appoint a board of management.
- 59. The mandate of the River District Board of Management is to oversee the improvement, beautification and maintenance of municipally owned land, buildings and structures in the area beyond that provided at the expense of the municipality generally and to promote the area as a business or shopping area. *Municipal Act, 2001, s. 204(1)*.
- 60. The River District board is comprised of:
 - a. one (1) member of Council to serve for the term of Council; and
 - b. eight (8) members of the public, recommended by the board, to serve for the term of Council.
- 61. The staff liaison is the Director of Community Services.
- 62. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030

Grey Sauble Conservation Authority Board

- 63. The Grey Sauble Conservation Authority (the "GSCA") is a conservation authority established pursuant to the *Conservation Authorities Act*, R.S.O. 1990, c. C.27 (the "CAA"), which allows the City to appoint two (2) members to the GSCA Board.
- 64. The mandate of the GSCA Board, per section 20(1) of the CAA, is to provide, in the area over which it has jurisdiction:
 - a. the mandatory programs and services required under section 21.1 of the CAA;
 - b. any municipal programs and services that may be provided under section 21.1.1 of the CAA; and
 - c. any other programs or services that may be provided under section 21.1.2 of the CAA.
- 65. The GSCA Board includes City-appointed members as follows:
 - a. two (2) members of Council to serve for a two-year term.
- 66. The staff liaison is the Director of Community Services.
- 67. The City appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028
Council		December 31, 2028

Owen Sound & North Grey Union Public Library Board

- 68. The Owen Sound & North Grey Union Public Library (the "OSNGUPL") is a union library established pursuant to the *Public Libraries Act*, R.S.O. 1990, c. P.44, and continued pursuant to an agreement ratified by By-law No. 2021-141, which together allow the City to appoint one (1) member of Council and four (4) public members to the OSNGUPL Board.
- 69. The mandate of the OSNGUPL Board is to provide, in co-operation with other boards, a comprehensive and efficient public library service that reflects the community's unique needs. *Public Libraries Act*, s. 20(a).
- 70. The OSNGUPL Board includes City-appointed members as follows:
 - a. one (1) member of Council to serve for the term of Council; and
 - b. four (4) members of the public to serve for the term of Council.
- 71. The staff liaison is the Chief Librarian/CEO.
- 72. The City appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030

Owen Sound Housing Company Board

73. The Owen Sound Housing Company ("OSHC") is a corporation, established by Letters Patent, with a board to which members are appointed pursuant to By-law No. 1988-028.
74. The mandate of the OSHC is to provide and operate housing accommodation with or without any public space, recreational facilities, and commercial space of buildings appropriate thereto primarily for persons of low or modest income at rentals below the median current rental market in the area in which the accommodation is located.
75. The OSHC Board is comprised of:
- a. one (1) member of Council to serve for a two-year term; and
 - b. six (6) members of the public, recommended by the board, to serve for staggered three-year terms.
76. The staff liaison is the City Manager.
77. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2027
Public	Ellen Anderson	December 31, 2027
Public	Selwyn Hicks	December 31, 2027
Public	Ruth Lovell Stanners	December 31, 2028
Public		December 31, 2029
Public		December 31, 2029
Public		December 31, 2029

Owen Sound Police Service Board

78. The Owen Sound Police Service (the "OSPS") is a police service established pursuant to the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1* (the "CSPA"), which allows the City to appoint three (3) members, comprised of the Mayor or another member of Council appointed by resolution, a member of Council, and a public member, to the OSPS Board with terms not to exceed the term of Council.
79. The mandate of the OSPS Board is to be responsible for the provision of adequate and effective police services in the municipality pursuant to subsection 10(1) of the CSPA.
80. The OSPS Board includes City-appointed members as follows:
- a. the Mayor, as a voting member, to serve for a two-year term or, if the Mayor chooses not to serve or is ineligible to serve, one (1) member of Council to serve for a two-year term;
 - b. one (1) member of Council to serve for a two-year term; and
 - c. one (1) member of the public to serve for a two-year term.
81. The staff liaison is the City Manager.
82. The City appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028
Council		December 31, 2028
Public		December 31, 2028

Part IV. Advisory Committees

Resilient Community Advisory Committee

83. Vision 2050 Alignment

- a. This Committee aligns with the principle of accountability and supports all themes and examples in the Vision 2050 Strategic Plan, including:
 - i. City Building: asset management.
 - ii. Fostering Mutually Beneficial & Respectful Relationships: communications and engagement.

84. Scope

- a. This Committee holds public meetings and considers questions, deputations and presentations, correspondence, and reports in relation to matters such as:
 - i. City Manager and Service Review: corporate leadership, governance, service evaluation and continuous improvement.
 - ii. Clerks, Election, Freedom of Information, and Licensing: council support, election administration, access to information and privacy compliance, legislative services, and licensing.
 - iii. Communications and Engagement: clear, transparent, and accessible communications, and effective stakeholder and workplace engagement.
 - iv. Corporate Facilities: maintenance, repairs, capital and improvement projects.
 - v. Finance: budgeting, financial management, and fiscal oversight.
 - vi. Human Resources and Collective Bargaining: workforce planning, employee relations and collective agreement negotiation and administration.
 - vii. Information Technology and GIS: information technology strategy, systems, digital services, and GIS management.
 - viii. Purchasing, Risk and Asset Management: procurement, asset management, risk management, and long-term capital planning.
 - ix. Strategic Initiatives and Workplans: broad corporate priorities not assigned to other committees and the development, monitoring, and reporting of corporate workplans.
 - x. Tax and Revenue: tax policy, billing, collection, and revenue administration.

- b. Staff may consult the Staff Liaison, City Manager, or City Clerk to decide which items belong on this Committee, if necessary.

85. Composition and Term

- a. The Committee is comprised of nine (9) members of Council to serve for the term of Council.
- b. There are no public members on this Committee.
- c. The appointed members and terms for this committee are:

MEMBER	APPOINTED	TERM EXPIRY
Council		November 14, 2030
Council		November 14, 2030
Council		November 14, 2030
Council		November 14, 2030
Council		November 14, 2030
Council		November 14, 2030
Council		November 14, 2030
Council		November 14, 2030
Council		November 14, 2030

86. Staff Resources

- a. The staff liaison is the Director of Corporate Services.
- b. The alternate staff liaison is the City Manager.
- c. The recording secretary is the Committee and Executive Support Coordinator, or their designate.
- d. Attendance by Directors, Managers, Supervisors, and other staff will be determined as needed, in accordance with the items listed on the agenda.
- e. The staff reporting through this committee will be from the following divisions of the Corporate Services Department and the Office of the City Manager:
 - i. Clerks;
 - ii. Communications;
 - iii. Corporate Services;
 - iv. Finance;
 - v. GIS;
 - vi. Human Resources;
 - vii. Information Technology;
 - viii. Purchasing, Risk, Asset Management;
 - ix. Strategic Initiatives; and
 - x. Tax and Revenue.

87. Plans and Strategies

- a. The plans and strategies associated with this Committee include, but are not limited to:
 - i. Asset Management Plan;
 - ii. Capital Plan;
 - iii. Collective Agreements;
 - iv. Communications Engagement Framework;
 - v. External Communications Strategy;
 - vi. Fleet Efficiency Plan;
 - vii. Human Resources Strategy;
 - viii. Inclusion Strategy;
 - ix. Service Review Priority Opportunity Action Plan; and
 - x. Vision 2050 Strategic Plan.

Sustainable Community Advisory Committee**88. Vision 2050 Alignment**

- a. This Committee aligns with the following themes and examples from the Vision 2050 Strategic Plan:
 - i. Green & Resilient City: climate, drinking water, garbage, and recycling.
 - ii. A City that Moves: parking, roads, sidewalks, transit, and winter maintenance.
 - iii. Safe City: animal control, by-law enforcement, crossing guards, and fire services.

89. Scope

- a. This Committee holds public meetings and considers questions, deputations and presentations, correspondence, and reports in relation to matters such as:
 - i. Animal Control: care, management, and regulation of animals.
 - ii. By-law Enforcement: education about and enforcement of municipal by-laws.
 - iii. Climate: climate change mitigation, adaptation, and sustainability planning.
 - iv. Crossing Guards: location and contracting of crossing guards.
 - v. Emergency Management: preparedness, response, and recovery for emergencies and disasters.
 - vi. Fire Services: fire prevention, protection, and emergency response.
 - vii. Parking, Roads, and Sidewalks: planning, construction, maintenance, and administration of municipal transportation networks.
 - viii. Physician Recruitment: attracting and retaining healthcare professionals.

- ix. Transit: management of public transit services.
- x. Waste Management: collection, disposal, recycling, diversion.
- xi. Water/Wastewater: treatment, distribution, and management of water and wastewater systems.
- xii. Winter Maintenance: maintaining safe mobility on roads, sidewalks, and related pathways during winter conditions.
- b. Staff may consult the staff liaison, City Manager, or City Clerk to decide which items belong on this Committee, if necessary.

90. Composition and Term

- a. The Committee is comprised of:
 - i. Four (4) members of Council to serve for a two-year term; and
 - ii. Five (5) members of the general public to serve staggered two-year terms.
- b. The appointed members and terms for this committee are:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028
Council		December 31, 2028
Council		December 31, 2028
Council		December 31, 2028
Public		December 31, 2027
Public		December 31, 2027
Public		December 31, 2027
Public		December 31, 2028
Public		December 31, 2028

91. Staff Resources

- a. The staff liaison is the Director of Public Works & Engineering.
- b. The alternate staff liaison is the City Manager.
- c. The recording secretary is the Committee and Executive Support Coordinator, or their designate.
- d. Attendance by Directors, Managers, Supervisors, and other staff will be determined as needed, in accordance with the items listed on the agenda.
- e. The staff reporting through this Committee will be from the following divisions of the Public Works and Engineering Department, Corporate Services Department, and Fire Department:
 - i. Animal Control;
 - ii. By-law Enforcement;
 - iii. Engineering;
 - iv. Parking;
 - v. Public Works;

- vi. Roads & Sidewalks;
- vii. Transit;
- viii. Waste Management;
- ix. Water/Wastewater; and
- x. Winter Maintenance.

92. Plans and Strategies

- a. The plans and strategies associated with this Committee include, but are not limited to:
 - i. Climate Action Strategy, including;
 - 1. Climate Change Adaptation Plan;
 - 2. Climate Mitigation Plan;
 - ii. Environment Master Plan;
 - iii. Stormwater Master Plan;
 - iv. Transportation Master Plan;
 - v. Vision 2050 Strategic Plan; and
 - vi. Waste Management Strategy.

Tom Thomson Art Gallery Advisory Committee

93. Vision 2050 Alignment

- a. This Committee aligns with the following themes and examples from the Vision 2050 Plan:
 - i. Celebrating & Embracing Culture: Tom Thomson Art Gallery.

94. Scope

- a. This Committee holds public meetings and considers questions, deputations and presentations, correspondence, and reports in relation to matters such as:
 - i. Art Gallery: policies, programs, and initiatives related to the Tom Thomson Art Gallery.
- b. Staff may consult the staff liaison, City Manager, or City Clerk to decide which items belong on this Committee, if necessary.

95. Composition and Term

- a. The Committee is comprised of:
 - i. Two (2) members of Council to serve for a two-year term; and
 - ii. Five (5) members of the general public to serve staggered two-year terms, including one (1) member who self-declares as an artist.
- b. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028
Council		December 31, 2028
Public		December 31, 2027

MEMBER	APPOINTED	TERM EXPIRY
Public		December 31, 2027
Public		December 31, 2027
Public		December 31, 2028
Public		December 31, 2028

96. Staff Resources

- a. The staff liaison is the Tom Thomson Art Gallery Director and Chief Curator.
- b. The alternate staff liaison is the Director of Community Services.
- c. The recording secretary is the Committee and Executive Support Coordinator, or their designate.
- d. Attendance by Directors, Managers, Supervisors, and other staff will be determined as needed, in accordance with the items listed on the agenda.
- e. The staff reporting through this Committee will be from the following division of the Community Services Department.
 - i. Tom Thomson Art Gallery

97. Plans and Strategies

- a. The plans and strategies associated with this Committee include, but are not limited to:
 - i. Cultural Master Plan; and
 - ii. Tom Thomson Art Gallery Strategic Plan.

Vibrant Community Advisory Committee

98. Vision 2050 Alignment

- a. This Committee aligns with the following themes and examples from the Vision 2050 Plan:
 - i. Prosperous City: business, community development, and tourism.
 - ii. Green & Resilient City: parks and trees.
 - iii. Celebrating & Embracing Culture: arts, culture, and heritage.
 - iv. City Building: building, planning, and River District.
 - v. A City that Moves: trails.
 - vi. Safe City: inclusivity, diversity, and accessibility.
 - vii. Fostering Mutually Beneficial & Respectful Relationships: community programs.

99. Scope

- a. This Committee holds public meetings and considers questions, deputations and presentations, correspondence, and reports in relation to matters such as:

- i. Arena Operations: management, maintenance, and delivery of recreational programs.
 - ii. Arts, Culture and Tourism: enhancing quality of life through cultural vitality, creativity, and youth participation.
 - iii. Building and Planning: building permits, inspections, code compliance, land-use planning, and zoning.
 - iv. Community Partnerships: building and maintaining collaborative relationships with organizations, institutions, and government.
 - v. Equity, Diversity and Inclusion: removing barriers, fostering fairness, and creating inclusive spaces.
 - vi. External Relations and Investment Attraction: supporting local businesses, entrepreneurs, and community-led projects.
 - vii. Heritage: conservation of built heritage and compatible development.
 - viii. Parks and Open Space: planning, maintaining, and managing public green spaces.
 - ix. Social Well-Being and Belonging: enhancing community connectedness, resilience, and overall well-being.
 - x. Trails: developing and maintaining pathways for active transportation and recreation.
- b. The Committee serves as the Municipal Heritage Committee in accordance with the *Ontario Heritage Act* and provides recommendations on Part IV Conservation of Property of Cultural Heritage Value or Interest and Part V Heritage Conservation Districts.
 - c. Staff may consult the staff liaison, City Manager, or City Clerk to decide which items belong on this Committee, if necessary.

100. Composition and Term

- a. The Committee is comprised of:
 - i. Four (4) members of Council to serve for a two-year term; and
 - ii. Five (5) members of the general public to serve staggered two-year terms.
- b. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028
Council		December 31, 2028
Council		December 31, 2028
Council		December 31, 2028
Public		December 31, 2027
Public		December 31, 2027
Public		December 31, 2027
Public		December 31, 2028
Public		December 31, 2028

101. Staff Resources

- a. The staff liaison is the Director of Community Services.
- b. The alternate staff liaison is the City Manager.
- c. The recording secretary is the Committee and Executive Support Coordinator, or their designate.
- d. Attendance by Directors, Managers, Supervisors, and other staff will be determined as needed, in accordance with the items listed on the agenda.
- e. The staff reporting through this committee will be from the following divisions of the Community Services Department and the Office of the City Manager:
 - i. Arena Operations;
 - ii. Arts and Culture;
 - iii. Building;
 - iv. External Relations and Investment Attraction;
 - v. Facility Booking and Community Programs;
 - vi. Parks and Open Space;
 - vii. Planning and Heritage; and
 - viii. Tourism and Events.

102. Plans and Strategies

- a. The plans and strategies associated with this Committee include, but are not limited to:
 - i. Community Engagement Framework;
 - ii. Cultural Master Plan;
 - iii. Greenwood Cemetery Master Plan;
 - iv. Harbour and Downtown Urban Design Master Plan;
 - v. Harrison Park Master Plan;
 - vi. Investment Attraction Strategy;
 - vii. Kelso Beach at Nawash Park Master Plan;
 - viii. Official Plan;
 - ix. Recreation, Parks and Facilities Master Plan
 - x. River District Action Plan;
 - xi. Trails Master Plan;
 - xii. Victoria Park Master Plan; and
 - xiii. Zoning By-law.

Part V. Ad Hoc Committees

N/A

Part VI. Quasi-Judicial Committees

Committee of Adjustment

- 103. The Committee of Adjustment is a Quasi-Judicial Committee established by By-law No. 2001-102 pursuant to the *Planning Act*, R.S.O. 1990, c. P.13.
- 104. The Committee of Adjustment is independent and autonomous from City Council and serves, as required, as:
 - a. the Property Standards Hearing Committee;
 - b. the Court of Revision;
 - c. the Line Fences Review Committee;
 - d. the Appeal Board regarding the regulation and control of dogs; and
 - e. the Short-Term Rental Appeal Committee.
- 105. The Mayor is not an *ex officio* member of this committee.
- 106. The Committee of Adjustment is comprised of:
 - a. five (5) members of the public to serve for the term of Council.
- 107. The appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030
Public		November 14, 2030

- 108. The staff liaisons are the Director of Community Services and the Manager of Planning and Heritage.

Part VII. Working Groups

N/A

Part VIII. Community Organizations

Bruce Grey Poverty Task Force

- 109. The Bruce Grey Poverty Task Force is a community committee led by the United Way along with leadership from Bruce County, Grey County, and the Grey Bruce Health Unit.
- 110. The City appointment to the Bruce Grey Poverty Task Force is as follows:
 - a. one (1) member of Council to serve for a two-year term.
- 111. The City appointed member and term is:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028

Community Safety and Well-Being Committee

112. The Community Safety and Well-Being Committee is a community committee established pursuant to section 250(2) of the *Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1*, through a collaborative agreement between the County of Bruce, the County of Grey, and all lower-tier municipalities in the two counties, save and except the Municipality of Meaford.

113. The City appointments to the Community Safety and Well-Being Committee are as follows:

- a. one (1) member of Council to serve for a two-year term; and
- b. one (1) member of staff to serve for a four-year term.

114. The City appointed members and terms are:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028
Staff	Director of Community Services	November 14, 2030

Owen Sound Tourism Development Fund Committee

115. The Owen Sound Tourism Development Fund Committee, formerly the Municipal Accommodation Tax Stakeholder Committee, is a community committee established pursuant to a Financial Accountability Agreement between the City and the Owen Sound District Chamber of Commerce.

116. The City appointment to the Owen Sound Tourism Development Fund Committee is as follows:

- a. one (1) member of Council to serve for a two-year term.

117. The City appointed member and term is:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028

Owen Sound Fund Committee

118. The Owen Sound Fund Committee, formerly the Owen Sound Community Fund Committee and the Community Foundation Grey Bruce 150th Homecoming Legacy Committee, is a community committee established pursuant to a Donor Advised Fund Agreement between the City and Community Foundation Grey Bruce.

119. The City appointment to the Owen Sound Community Fund Committee is as follows:

- a. one (1) member of Council to serve for a two-year term.

120. The City appointed member and term is:

MEMBER	APPOINTED	TERM EXPIRY
Council		December 31, 2028

Part IX. Repeal and Effective Date

By-law Repealed

121. By-law No. 2026-008 is repealed.

Effective Date

122. This by-law shall come into full force and effect on November 16, 2026, at which time all by-laws, policies, and resolutions that are inconsistent with the provisions of this by-law are hereby repealed, revoked or rescinded, as the case may be, insofar as it is necessary to give effect to the provisions of this by-law.

FINALLY PASSED AND ENACTED this 11th day of May 2026.

Signature on file

Mayor Ian C. Boddy

Signature on file

Briana M. Bloomfield, City Clerk

The Corporation of the Municipality of Grey Highlands

Consolidation of By-law No. 2024-097

OFFICE CONSOLIDATION

**Being A By-law to Govern the Proceedings of Council
and Committee Meetings of The Corporation of the
Municipality of Grey Highlands**

As amended by By-law 2025-102

Whereas, Section 238 of the Municipal Act, 2001, S.O. 2001, c. 25, provides that every municipality shall pass a procedure by-law for governing the calling, place and proceedings of meetings, for public notice of meetings, and for electronic participation in meetings; and

Whereas, Council has reviewed By-law # 2018-009, as amended and now deems it expedient to establish new provisions that reflect current legislative requirements and best practices; now

Now Therefore the Council of the Municipality of Grey Highlands hereby enacts as follows:

1. This By-law, other than in this By-law itself, shall be referred to as the "Procedure By-law".
2. By-law # 2018-009 and all previous by-laws related to meeting procedures of Council and Committee, including amending by-laws, are hereby repealed.
3. That this By-law shall come into effect on October 17, 2024.

Read a first, second and third time, and finally passed on October 16 2024.

The Corporation of the
Municipality of Grey Highlands

Original Signed By

Paul McQueen, Mayor

Original Signed By

Amanda Fines-VanAlstine, Clerk

Status: Passed

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General

1. Application and Interpretation

- 1.1. This By-law establishes the rules of order for meetings of Council and Committee of the Whole.
- 1.2. A word in this By-law expressed in the singular has a corresponding meaning when used in the plural.
- 1.3. Any future amendment(s) to the Municipal Act, 2001 or other legislation as noted in this By-law may alter the provisions of the legislation referenced but shall not affect the validity of this By-law or any part thereof.
- 1.4. In an event of conflict between this By-law and any superior legislation, the provisions of the superior legislation prevail.
- 1.5. A specific statement or rule in this By-law has greater authority than a general statement or rule.
- 1.6. Any reference to a provision of this By-law may be referred to as "Section" notwithstanding that it may be a section, subsection, clause, or paragraph.
- 1.7. If there is a conflict between two or more rules in this By-law, or if there is no specific rule on a matter, the Chair will rule and, in making a ruling, the Chair may consult the Clerk, rely on previous rulings and practices, or refer to *Robert's Rules of Order*.
- 1.8. Any use of the male or female pronouns in this By-law, shall have no significance in the interpretation and application of the terms, provisions, and conditions of this By-law, such use is solely for the sake of convenience.

2. Principles of this By-law

The principles of parliamentary law governing Meetings includes:

- 2.1. The majority of Members have the right to decide.
- 2.2. The minority of Members have the right to be heard.
- 2.3. All Members have the right to information to help make decisions, unless otherwise prevented by law.
- 2.4. All Members have the right to an efficient meeting.

- 2.5. All Members, Municipal Staff, and participants have the right to be treated with respect and courtesy.
- 2.6. All Members have equal rights, privileges, and obligations.

3. Suspension of Rules

- 3.1 Rules of order provided for in this By-law may be suspended by a Two-Thirds vote of the members of Council present and voting, with the exception of the following circumstances:
 - a) Where required by law;
 - b) In any contract or agreement binding the Municipality;
 - c) Amending this By-law;
 - d) Requirements of Quorum.
- 3.2 A Motion to suspend the Rules of Procedure required by this Procedure By-law shall not be debatable or amendable. In addition, the motion to suspend the rules should identify the reasons that the rules are being set aside.

4. Administrative Authority of the Clerk

- 4.1 The Clerk is authorized to revise or correct by-laws, minutes, and other records or documents relating to Council and Committee for technical, typographical, or other administrative errors and omissions for the purpose of ensuring an accurate and complete record of proceedings and general housekeeping.

Definitions

5. Definitions in this By-law

- 5.1 **Act** means the Municipal Act, 2001, S.O. 2001, c. 25 as amended or replaced from time to time.
- 5.2 **Acting Chair** means such person who is a Member of the Committee and who acts in place of the Committee Chair when such Chair is absent from a meeting of the Committee for any cause and who shall exercise all the rights, powers, and authorities of the Chair while so acting.
- 5.3 **Advisory Committee** means a Committee created by Council to act in an advisory capacity on a specific matter of municipal interest.

- 5.4 **Attendee** means any person who attends a meeting of Council either in person or electronically which may include a member of the public or a person appearing to deliver a presentation or delegation.
- 5.5 **By-law** means an enactment, in a form approved by Council, passed for the purpose of giving effect to a decision or proceedings of Council.
- 5.6 **CAO** means the Chief Administrative Officer of the Municipality of Grey Highlands.
- 5.7 **Chair** means the presiding officer at a Meeting.
- 5.8 **Clerk** means the Clerk of the Municipality of Grey Highlands, or their designate.
- 5.9 **Closed Meeting or Closed Session** means a Meeting or part of a Meeting that is closed to the public as permitted by the Act.
- 5.10 **Committee** means Committee of the Whole, Advisory Committee or other committee as established by Council.
- 5.11 **Committee of the Whole** means a committee comprised of all Members of Council who will deal with specific business matters in a less formal atmosphere.
- 5.12 **Consent Agenda** means a listing of Consent Items being presented to Council and Committee for its consideration all of which can be adopted by one motion, but any of which may be transferred for alternate consideration upon the request of a member.
- 5.13 **Consent Item** means a report that is presented for approval without debate and with no delegation or presentation and is generally considered routine in nature.
- 5.14 **Council** means the Municipality of Grey Highland's elected representatives, comprised of the Mayor, Deputy Mayor, and Councillors.
- 5.15 **Council Information Package** means information submitted to Council (or via the Clerk) for purpose of informing Council of matters of potential municipal interest.
- 5.16 **Councillor** means any Member of Council, other than the Mayor and Deputy Mayor.
- 5.17 **Delegation** means any person, group of persons, firm or organization, who is neither a Member of a Committee or Council or an appointed Official of the Municipality or a consultant or other individual hired by the Municipality,

wishing to address Council on a specific matter upon request to the Clerk.

- 5.18 **Deputy Mayor** means the Member of Council elected to that position during a Municipal Election who shall act in the place of the Mayor when the Mayor is absent, refuses to act, or declares a Conflict of Interest, and who shall exercise all the rights, powers and authority of the Mayor during those specific circumstances.
- 5.19 **Director** means the most senior staff of the Municipality of Grey Highlands as delegated by the CAO.
- 5.20 **Electronic Meeting** means any open or Closed Meeting where Council or Committee, as a whole, participates remotely or virtually via electronic means, and Members have the same rights and responsibilities as if they were in physical attendance including the right to vote and shall count towards a Quorum.
- 5.21 **Emergency** means a situation caused by forces of nature, an accident, an intentional act, or otherwise that constitutes immediate or imminent threat to persons or property.
- 5.22 **Hybrid meeting** means a meeting where some participants attend in person while others join remotely through video conferencing platforms
- 5.23 **Majority** means for the purpose of voting, unless otherwise specified, more than half the total number of the Members of Council or Committee present at the vote and not prohibited by statute from voting.
- 5.24 **Majority Vote** means more than one half of the votes cast by Members present.
- 5.25 **Mayor** means the Mayor of the Municipality of Grey Highlands, as defined in the Act.
- 5.26 **Meeting** means a Meeting of Council or Committee where a quorum of Members is present, and Members discuss or otherwise deal with any matter in a way that materially advances the business of Council or Committee.
- 5.27 **Member** means a Member of Council, including the Mayor, or a Member of Committee, including the Chair.
- 5.28 **Motion** means a proposal, moved by one Member and seconded by another Member to adopt, amend, or otherwise deal with a matter before Council or Committee.
- 5.29 **Notice of Motion** means a ~~written~~ (By-law 2025-102) notice respecting a substantive matter not

on the agenda, submitted to the Clerk, for inclusion on the agenda of a future Meeting.

- 5.30 **Point of Order** means a question by a Member calling attention to a possible violation of the rules or customary procedures of this By-law.
- 5.31 **Point of Privilege** means a question by a Member who believes that another Member has spoken disrespectfully towards that Member or another Member, municipal staff or a delegation, or who considers that his or her integrity or that of a Member or municipal staff or delegation has been impugned or questioned by a Member.
- 5.32 **Presentation** means a study, update, or other information on a project that is presented to Council from a consultant, agency, or other partner of the Municipality.
- 5.33 **Quorum** means a majority of the Members of Council or Committee.
- 5.34 **Task Force** means a special purpose committee of limited duration, appointed by Council to consider a specific matter and which is dissolved automatically upon submitting its final report to Council, unless otherwise directed by Council. It can also be referred to as a Working Group or a Steering Committee.
- 5.35 **Two-Thirds** means two-thirds (2/3) of the Members of Council or Committee.

Duties and Conduct

6. Chair of Meeting

- 6.1 The Mayor will call all meetings of Council to order and Chair the general order of business on the agenda. Internal Council liaisons appointed in relation to Council Liaison Policy A09-C-10 will chair all items for consideration that fall within their assigned department's purview.
- 6.2 Committee of the Whole meetings will be Chaired by the appropriate Internal Council Liaison.
- 6.3 All other types of meetings or workshops where Council is present the Mayor will Chair.
- 6.4 In the absence of any member of Council the Mayor will Chair and in the absence of the Mayor the Deputy Mayor will Chair.
- 6.5 The Chair and Vice Chair of any other Committees may be appointed by a vote of the Members of the Committee.

7. Appointments to Committees as Mayor's Designate (Ex-Officio)

7.1 The Mayor is the ex-officio member of each Committee, sub-committee, ad hoc committee, board and commission or other body established by Council unless prohibited by law. Where a Committee is established by reference to a particular number of Members without specifically providing for the membership of the Mayor, such number is automatically increased by one ex-officio member unless a quorum of Council is established. The Mayor may participate in the business of the Committee as any other member; however, the Mayor as an ex-officio member is not entitled to vote.

8. Duties of the Chair

- 8.1 The Chair shall call a Meeting to order as soon as there is Quorum present after the time set for the Meeting.
- 8.2 The Chair shall preside over the Meetings so business can be carried out efficiently and effectively, and shall:
- a) maintain order and preserve the decorum of the Meeting;
 - b) rule on all procedure matters;
 - c) receive and submit to a vote all Motions presented by the Members that do not contravene the rules of procedure;
 - d) decline to put any Motions to a vote which do not comply with the rules of procedure, or which are not within the jurisdiction of Council or Committee;
 - e) announce the result of the vote on any Motions presented for a vote;
 - f) expel or exclude from any Meeting any person whom the Chair feels has exhibited improper conduct at the Meeting;
 - g) adjourn or suspend the Meeting if they consider it necessary because of grave disorder;
 - h) recess the Meeting;
 - i) after issuing appropriate warning, may call by name any Member persisting in breach of the rules of procedure, order them to leave the meeting and if the member refuses to leave the Meeting, the Chair may request the CAO or designate to contact security or police for assistance to remove the Member;
 - j) may call a vote on the question of sustaining the ruling of the Chair in response to a Member disagreeing and appealing the ruling of the Chair and may provide further explanation of the ruling prior to calling the vote and announce the results of the vote;
 - k) if necessary, may call a recess for a brief, specified time to consult the Clerk or CAO, or any other person deemed appropriate, or to provide a short break to Members of Council;
 - l) if there is a threat or imminent threat to the health or safety of any

person, or if there is a possibility of public disorder, recess the Meeting for a specified time;

- m) ensure all Members who wish to speak have had an opportunity to speak at least once when the matter is being discussed;
- n) ensure clarity, where required, by reading, or requesting the Clerk or other appropriate person to read Motions before voting;
- o) vote on all matters unless disqualified from doing so by any statute;
- p) adjourn the Meeting when all business is concluded; and
- q) authenticate, when necessary, by their signature, all by-laws and minutes.

9. Duties of the Deputy Mayor

- 9.1 When the Mayor is absent from a Meeting, the Deputy Mayor may exercise all the rights, powers, and authority of the Mayor as head of Council.
- 9.2 Outside of Meetings and this By-law, the Deputy Mayor is not assigned any additional authority.

10. Duties of Members

10.1 All Members shall:

- a) attend scheduled Meetings;
- b) carefully consider and make decisions about Meeting business, including seeking information and advice from staff prior to and during a Meeting;
- c) vote on all Motions put to a vote unless disqualified from voting under any statute;
- d) respect the rules of order as set out in this By-law;
- e) listen attentively, participating in a Meeting and not interrupting, unless to raise a Point of Order or Point of Privilege, as set out in this By-law;
- f) refrain from using any offensive, disrespectful or unparliamentary language;
- g) refrain from speaking disrespectfully of the Reigning Sovereign or of any of the Royal Family or of the Governor General, the Lieutenant Governor of any province or any Member of the Senate, the House of Commons of Canada, the Legislative Assembly of the Province of Ontario or the County of Grey;
- h) respect and follow the decisions of Council or Committee;
- i) respect the confidentiality of matters discussed in Closed Meetings and not disclose the subject or substance of these discussions unless authorized to do so by Council or Committee, in accordance with the Closed Meeting Policy and all applicable legislation;
- j) comply with the ruling of the Chair and the decisions of Council and Committee.

11. Duties of Attendees

- 11.1 Attendees must maintain order and not heckle or engage in conversation, disrupting the meeting in any way.
- 11.2 The Chair may expel or exclude any person who disrupts a Meeting and request security and/or police assistance in doing so.
- 11.3 As determined by the Chair, attendees that are displaying placards or props or displaying any behaviour that may be considered disruptive may be asked to leave the Meeting.
- 11.4 Attendees must ensure that they are speaking respectfully at all times.
- 11.5 Attendees must ensure they do not interrupt any speech or action of the Members or any person addressing Council.
- 11.6 Attendees must ensure that all personal digital devices are turned off or set to silent mode during a Meeting.
- 11.7 Individuals who wish to submit materials for Council's consideration must do so through the Clerk, and the Clerk will determine the distribution of such materials in due course.

12. Rules of Debate and Questions from Members

- 12.1 The Chair will provide each Member an opportunity to speak.
- 12.2 Prior to accepting a Motion, Members shall be entitled to speak up to two (2) times (to a total maximum of five (5) minutes) to ask questions directly relating to the matter under consideration.
- 12.3 A Member may ask a question only for the purpose of obtaining facts relevant to the matter under discussion and necessary for a clear understanding.
- 12.4 The Chair is permitted to ask questions or comment in a general manner without leaving their position. The Chair who presides over any part of a Meeting may state relevant facts and the Chair's position on any matter before the Council or Committee without leaving the chair, which may take place immediately prior to the vote, but it shall not be permissible for the Chair to move a Motion or debate a question without first leaving the chair.
- 12.5 If during a Meeting of Council, the Mayor desires to leave the chair to move a Motion or to take part in the debate, the Mayor shall call on the Deputy Mayor to preside until the Mayor resumes the chair. If the Deputy Mayor is unavailable, then the Mayor will ask another Member of Council to assume

the role of Acting Chair.

- 12.6 Members are encouraged to provide questions in writing to staff prior to the Meeting and address any answers received during the comments portion of the discussion. When practical, any answers provided by staff will be forwarded to all of Council for information.
- 12.7 When a Member is speaking, no interruptions are permitted except to raise a Point of Order or a Point of Privilege.
- 12.8 Comments are to be relevant to the matter of business at the Meeting.
- 12.9 Members shall express themselves succinctly without repetition.

13. Point of Order

- 13.1 A Member may raise a Point of Order when such Member feels there has been:
 - a) A deviation or departure from the rules set out in this By-law; or
 - b) A deviation from the matter under consideration and the current discussion is not within the scope of the proposed Motion.
- 13.2 Where a Member raises a Point of Order, the Chair shall:
 - a) Interrupt the matter under consideration;
 - b) Ask the Member raising the Point of Order to state the substance of and the basis for the Point of Order; and
 - c) Rule on the Point of Order immediately without debate by Council or Committee.
- 13.3 A Member may appeal the ruling of the Chair to Council or Committee which will then decide whether to uphold the decision or overturn the decision without debate, by way of a Majority Vote of the Members present. If there is no appeal, the decision of the Chair is final.

14. Point of Privilege

- 14.1 A Member may raise a Point of Privilege at any time if he or she considers their integrity, the integrity of Council or Committee as a Whole or municipal staff or a delegation has been impugned.
- 14.2 Where a Member raises a Point of Privilege, the Chair shall:
 - a) Interrupt the matter under consideration;
 - b) Ask the Member raising the Point of Privilege to state the substance of and the basis for the Point of Privilege; and
 - c) Rule on the Point of Privilege immediately without debate by Council or

Committee.

14.3 A Member may appeal the ruling of the Chair to Council or Committee which will then decide whether to uphold the decision or overturn the decision, without debate, by way of a Majority Vote of the Members present. If there is no appeal, the decision of the Chair is final.

14.4 Where the Chair considers the integrity of any Member or staff has been impugned or questioned, the Chair may permit that Member or staff to make a statement to Council or Committee.

Meetings

15. Inaugural Council Meeting

15.1 The first Meeting of Council following a regular election shall be held at a date and time set by the Clerk in accordance with the Act. The Meeting will be held in the Council Chamber at the Municipality's office or at such alternate location as determined by the Clerk.

15.2 At the Inaugural Meeting of Council, each Member present shall make their declaration of office and sign Council's Code of Conduct. The Clerk may provide additional policies or procedures to the Council as appropriate. Council shall not proceed with any regular business at this Meeting.

16. Location and Schedule of Meetings

16.1 Meetings of Council and Committee of the Whole will generally take place in the Council Chamber, or via electronic means, or at another location within the municipality or as provided for in the Act, as amended when notice is given.

16.2 Council shall approve a schedule of regular Meetings of Council and Committee of the Whole for each calendar year, which may be amended through a resolution by Council. The schedule of Meetings shall be posted on the Municipality's website and available from the Clerk's office.

17. Regular Council Meetings

17.1 Regular Council Meetings will typically be held on the first and third Wednesday at 10:00 a.m. in the Council Chamber, unless otherwise noted, in accordance with the schedule of meetings approved by Council.

17.2 Notwithstanding Section 17.1, Meetings may be cancelled or postponed in accordance with Section 21.

17.3 If a Council Meeting falls on a public or civic holiday, the Council shall meet at the same hour on the next following day, which is not a public or civic holiday, unless otherwise provided by resolution of the Council.

18. Regular Committee of the Whole Meetings

18.1 Regular Committee of the Whole Meetings will typically be held on the fourth Wednesday at 9:00 a.m. in the Council Chamber, unless otherwise noted, in accordance with the schedule of meetings approved by Council.

18.2 When the Council enters into a meeting of the Committee of the Whole, the appropriate department Liaison shall preside or at any time, may leave the Chair and appoint the Mayor or Deputy Mayor as Chairperson who shall chair the meeting and maintain order.

18.3 All resolutions of Committee of the Whole shall be ratified by Council at the next regular Council meeting before being actioned on.

18.4 Council Rules of Procedure as set out in this by-law shall apply in Committee of the Whole, except that:

- The number of times of speaking on any question shall not be limited;
- No recorded vote shall be permitted;
- A motion to call the question shall not be permitted.

19. Special Meetings of Council

19.1 A special Meeting may be called by the Mayor or Chair, or by the Mayor in consultation with the Chief Administrative Officer (CAO) and the Clerk, at any time. A Special Meeting is limited to business included in the notice of Meeting.

19.2 As per the Act and notwithstanding Section 19.1, the Clerk may call a Special Meeting when petitioned in writing by a majority of Council Members.

19.3 Notwithstanding any other provision in this By-law, the Mayor, at any time, may call or provide Notice of an Emergency Meeting of Council. An Emergency Meeting of Council is limited to business matters included in the Notice of the Meeting.

19.4 The Order of Business at a Special Meeting of Council is determined by the Mayor in consultation with the CAO and/or the Clerk.

19.5 The Order of Business at a Special Meeting of Council, that is requested by a majority of Council Members, is determined by the Council Members in consultation with the Clerk.

20. Regular Planning Meetings

20.1 Planning Meetings will typically be held electronically on the fourth Monday of each month at 5:00 p.m.

21. Cancellation or Postponement of Meetings

21.1 A regular, special, or emergency Meeting of Council or Committee of the Whole may be cancelled or postponed in any of the following circumstances:

- a) If the Clerk determines in advance that Quorum will not be achieved;
- b) If the Meeting is cancelled by Council or Committee of the Whole recommendation;
- c) In the event of an emergency or imminent weather event; or
- d) Where the Meeting is no longer required as determined by the Clerk and the CAO due to a lack of forecasted agenda items.

21.2 The Clerk gives notice of the cancellation or postponement of a regular, special or emergency Meeting of Council or Committee of the Whole on the municipal website. Council Members are notified of cancellations through electronic means (email, instant messaging), or via telephone, whenever possible. Where time is limited, a notice is posted on the main entrance of the Municipal office and/or online.

21.3 Meetings of other Committees may be cancelled or postponed by the Clerk, Chair or other assigned person where Quorum cannot be achieved, in the event of an emergency, or where the Meeting is deemed no longer required by the Chair in consultation with the Clerk or designate.

22. Notice of Meetings

22.1 The Clerk will give notice of a Meeting by publishing a Meeting agenda on the municipal website.

22.2 Regular Council and Committee of the Whole Meeting agendas will be posted on the municipal website no later than three (3) business days prior to the scheduled Meeting.

22.3 As a best practice and in order to provide as much notice as possible, new items or matters will not be added to the agenda after its publication unless determined by the Clerk in consultation with the Chief Administrative Officer. Any correspondence item related to an item on the agenda will be circulated to Council for consideration of that particular item.

22.4 The Clerk will prepare a calendar giving notice of specific dates when Regular Council and Committee of the Whole Meetings agendas will be available, and

this calendar will be available through the municipal website.

22.5 Special Meetings of Council agendas will be posted on the municipal website no later than forty-eight (48) hours prior to the scheduled Meeting.

22.6 Emergency Meetings may be held, without written notice, to deal with issues that may urgently or immediately affect the health or safety of residents. The Clerk shall attempt to notify the public of Emergency Meetings as soon as possible and in the most expedient manner available.

22.7 The Clerk may provide earlier or additional forms of notice, as the Clerk deems appropriate.

22.8 The failure of any person to receive notice of a Meeting shall not affect the validity of the Meeting or any action taken during the Meeting.

23. Notice of Meeting Closed to the Public

23.1 Where a matter may be considered by Council or Committee for discussion in closed session, whenever possible, written notice will include:

- a) The fact the Meeting will be closed to the public as provided by the appropriate legislation; and
- b) The general nature of the matter to be considered at the Closed Meeting.

24. Invalidation of the Notice of Meeting

24.1 If notice of a Meeting is substantially given but varies from the form and manner provided in this By-law, the ability to hold the Meeting and the actions taken at the Meeting are not invalidated.

25. Quorum

25.1 If Quorum is not achieved within fifteen (15) minutes after the time appointed for a Meeting, the Clerk will record the names of the Members present and the Meeting is adjourned.

26. Open and Closed Meetings

26.1 All Meetings shall be open to the public, except as provided for in section 239 of the Act. Council or Committee of the Whole may convene in a closed session in order to discuss the following matters:

- a) the security of the property of the Municipality or local board;
- b) personal matters about an identifiable individual, including municipal or local board employees;

- c) a proposed or pending acquisition or disposition of land by the Municipality or local board;
- d) labour relations or employee negotiations;
- e) litigation or potential litigation, including matters before administrative tribunals, affecting the Municipality or local board;
- f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- g) a matter in respect of which Council or Committee of the Whole may hold a Closed Meeting under another statute;
- h) information explicitly supplied in confidence to the Municipality or local board by Canada, a province or territory or a Crown agency of any of them;
- i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- j) a trade secret or scientific, technical, commercial or financial information that belongs to the Municipality or local board and has monetary value or potential monetary value;
- k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Municipality or local board; or
- l) the Meeting is held for the purpose of educating or training the Members, providing no Member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the Council or Committee of the Whole.

26.2 Council or Committee of the Whole shall convene into a Closed Meeting for the following purposes:

- a) a request under the Municipal Freedom of Information and Protection of Privacy Act, if Council or Committee of the Whole is the head of an institution for the purposes of that statute; or
- b) an ongoing investigation respecting the Municipality, a local board or a Municipally-controlled corporation by the Ombudsman appointed under the Ombudsman Act, a municipal Ombudsman referred to in subsection 223.13(1) of the Act, or a closed meeting investigator referred to in subsection 239.2(1).

26.3 The Mayor or Chair shall report at an open Meeting following the Closed Meeting and generally summarize actions taken. Any matters discussed in a Closed Meeting requiring a decision of Council or Committee of the Whole will be brought forward to an open Meeting.

26.4 No Member shall disclose or discuss, through any means including written,

electronic or verbal communication to any individual or third party, any information that has been or will be discussed at a Closed Meeting or any records or documents disclosed thereat until Council or Committee of the Whole has agreed to the disclosure of such information, records or documents, or if directed to do so by a court.

27. Preparation of Agendas

27.1 The Clerk provides administrative processes to support the approval, preparation, notice, publication and distribution of agendas, following approval by the Chief Administrative Officer and/or Director.

28. Record of Meetings (i.e. Minutes)

28.1 The Clerk or designate records the minutes of Meetings of Council and Committee of the Whole without note or comment. The minutes record:

- a) The date, time, and location of the Meeting;
- b) The name of all Members in attendance;
- c) The name and nature of presentations and delegations; and
- d) All resolutions, decisions and other proceedings of the Meeting.

28.2 Minutes of each Meeting of Council are presented to a subsequent regular Meeting of Council for approval, as time permits.

28.3 Minutes of other Committees, as designated by Council, are submitted to Council for information following approval by the Committee.

28.4 The receipt of minutes from other Committees by Council does not constitute endorsement by the Municipality of any recommendations or actions contained therein.

29. Public Record

29.1 All Communications the Clerk receives pertaining to a matter on the agenda of a public or open Meeting may form part of the public record. Personal information and opinion in communications are part of the public record unless the author of the communication requests the removal of their personal information when submitting it, or where confirmed by the Clerk.

30. Recordings, Broadcasting and/or Streaming

30.1 All Council and Committee of the Whole Meetings may be video recorded, broadcast and/or streamed publicly by the Municipality, with the exception of proceedings closed to the public provided for by the Act or this By-law.

30.2 Closed Session proceedings will be recorded internally but not broadcast or streamed.

30.3 All meeting recordings will be kept for a period of 1 year following the meeting.

30.4 Attendees may not use their own recording, broadcasting and/or streaming services during a Meeting unless they have arranged to do so prior to the meeting and have received approval from the Clerk.

31. Electronic Participation

31.1 A regular or special meeting of Council, or committee of Council, may be conducted by electronic means when it has been determined by the Mayor and Clerk that electronic participation will be required by all or some Members attending a Meeting. In-person attendance at such meetings may be restricted by the Mayor and Clerk subject to the meeting being open to the public by electronic means.

31.2 A Member of Council may participate electronically in a Meeting that is open or closed to the public, depending on the technology available. A Member participating electronically shall count towards determining whether or not a quorum of members is present at any point in time.

31.3 Members are required to notify the Clerk in advance of any Meeting at which they intend to participate electronically.

31.4 Electronic participation is governed under the Electronic Participation Policy.

32. Advisory Committees and Task Forces

32.1 Advisory Committees are created by Council with no defined ending and serve to make recommendations and/or to provide key information and materials to Council.

32.2 The Council may appoint a Task Force, with a definite ending, to consider a specific matter and report to Council through the CAO or Director.

32.3 Each Advisory Committee and Task Force shall have a Terms of Reference that sets out its purpose, guidelines for membership and how it will operate.

32.4 A minimum of one (1) Member of Council will be appointed to an Advisory Committee or Task Force.

32.5 The Clerk may establish simplified Rules of Procedure for Advisory Committees, Task Forces, Quasi-Judicial Committees, or Local Boards.

Where simplified Rules of Procedure are not established, the Committee or Local Board shall be deemed to have adopted this Procedure By-law, save and except those Local Boards or Committees which may adopt their own Rules of Procedure, subject to approval by the Clerk or through other legislation.

Order of Business

33. Council

33.1 Notwithstanding Sections 33 and 34, the Order of Business (Agenda) for a Council or Committee of the Whole Meeting may be adjusted at the discretion of the Clerk and the Chair.

33.2 The Clerk shall prepare an agenda for the use of Members for Meetings of Council as follows:

- Call to Order
- Singing of the National Anthem
- Approval of the Agenda
- Declaration of Pecuniary Interest
- Open Forum
- Presentations and Delegations
- Adoption of Minutes from Previous Meeting
- Items for Consideration (department order to rotate)
 - Fire, Police & Safety
 - Environmental Services
 - Corporate Administration
 - Financial Services
 - Planning & CLS
 - Building & Economic and Community Development
 - Transportation
- Motions for which Notice has been Given
- Notice of Motions
- Consent Agenda
- General Announcements
- Closed Session
- Confirming By-Law
- Upcoming Meetings
- Adjournment

34. Special or Emergency Meetings

34.1 The Clerk shall prepare an agenda for the use of the Members as follows:

Call to Order
Approval of the Agenda
Disclosures of Pecuniary Interest
Reports and Associated By-laws
Closed Session
Confirming By-law
Adjournment

35. Statutory Public Meetings under the Planning Act

Note: Herein and for the purpose of this section, a statutory public meeting under the Planning Act, R.S.O. 1990, c. P.13 shall be referred to as a “public meeting”.

35.1 The Planning Liaison or designate shall chair public meetings.

35.2 The dates and times for hearing public meetings shall be established in the meeting schedule and the dates and times of such public meetings may be amended with the consent of the Mayor and the Manager of Planning, provided all notice requirements under the Planning Act are met.

35.3 Public meetings are not deemed to be a meeting of the Council or a Standing Committee.

35.4 Submissions from the Public received during a Public Meeting shall be heard in the order that members of the public raise their hand via electronic means, should such technology be available. The Chair, in consultation with the Clerk, may accommodate a different order of speakers where deemed possible and appropriate.

35.5 The public meeting for each application shall proceed as follows:

- a) The applicant or their representative may appear and provide information regarding the application;
- b) Staff shall provide a brief overview of the application;
- c) Members of the Public and/or stakeholders in attendance and wishing to speak may make oral submission;
- d) The Chair may call on the applicant and/or staff provide clarification on matters raised by members of the public and/or stakeholders.

35.6 The Clerk or designate shall capture oral submissions from the public and stakeholders at the public meeting and shall provide a copy of the Clerk's minutes capturing such submissions to the Members of Council for their review.

35.7 Notwithstanding Section 35.5, the order of business for a Public Meeting may be adjusted at the discretion of the Clerk and the Chair.

36. Staff Reports

36.1 In accordance with established administrative protocols, reports to Council or Committee are prepared by staff, approved by the CAO submitted in writing to the Clerk and distributed with the agenda for the applicable Meeting.

36.2 Reports prepared by staff contain information and recommendations prepared in context of their professional, technical and administrative expertise independent of any particular political, constituent or stakeholder interest.

37. Notice of Motion

37.1 ~~A Member of Council shall provide a proposed Motion to the Clerk, in writing, for inclusion on a regular agenda of Council for the purpose of giving notice. The proposed Motion will include a confirmed mover. No discussion, debate, or voting will take place at the Council Meeting where the notice of motion is provided.~~ Any member of Council may give notice of intent that they will introduce a new motion at the next or a subsequent meeting of Council to introduce a new matter, initiate any measure to make any change in the Council's established policy. The giving of notice requires no seconder and is not at that time debatable. Once a notice of intention is made, the motion shall be submitted to the Clerk in writing at least seven (7) business days prior to the meeting for consideration. (By-law 2025-102)

37.2 At the subsequent meeting, the Member of Council who submitted the proposed Motion shall introduce and subsequently move the Motion.

37.3 For emergent matters, a Member of Council may request that the notice provisions be waived, which will require a two-thirds vote.

37.4 No staff report will be prepared unless the Motion is referred to staff for a further report.

37.5 It is the duty of the Member of Council to:

- a) Prepare the proposed Motion in writing;
- b) Ensure the accuracy of the information being provided; and
- c) Submit the proposed Motion to the Clerk prior to the publication deadline for the regular agenda of Council.

38. General Announcements

38.1 The General Announcements portion of the Council Meeting is an opportunity for Council Members to make announcements, recognize achievements, promote events, or recognize matters of community-wide interest.

38.2 General Announcements may not be used for:

- a) general discussions;
- b) to ask questions of or provide direction to Staff;
- c) to discuss Agenda items;
- d) to discuss Municipal business (past, present or future);
- e) to discuss prior Council decisions;
- f) to make private or personal announcements;
- g) to discuss Staff performance; or
- h) for individual Members of Council to advance personal views or opinions or to promote personal websites, chats, groups, or discussions.

39. By-laws

39.1 All by-laws shall be passed in a single Motion by Council by Majority Vote, unless otherwise required by legislation.

39.2 A Confirmatory By-law shall be enacted at the conclusion of each Meeting of Council.

39.3 The following types of by-laws may be presented directly to Council without the requirement for a staff report:

- a) Those directed to be presented to Council by Committee of the Whole or Council;
- b) Appointment of staff authorized by the CAO;
- c) General by-laws where the purpose and intent of the by-law has been clearly authorized by a previous resolution.

40. Majority Vote

40.1 Unless this By-law states otherwise, a matter passes when a Majority of the Members present at the Meeting vote in the affirmative.

Public Participation

Note: Generally, the combination of Presentations and Delegations shall not exceed thirty (30) minutes for each meeting and the Clerk has the authority to limit presentations and delegations to this time frame.

41. Presentations

- 41.1 Presentations at Council Meetings shall be limited to a maximum of ten (10) minutes. Upon prior approval by the Clerk in consultation with the department head, the Presentation may extend beyond ten (10) minutes and will be noted on the agenda as such.
- 41.2 If a Presentation extends beyond the maximum time limit during a Meeting, without prior approval of the Clerk, then the Chair will issue a warning to the presenter. It is the Chair's discretion as to whether they are allowed to continue past the maximum time limit.
- 41.3 A maximum of three (3) presentations and/or delegations or a total of 30 minutes for presentations and delegations will be permitted at a Council Meeting.
- 41.4 Presentations by an outside organization or individual shall not be permitted for the sole purpose of generating publicity or promotion.
- 41.5 Outside organizations or individuals wishing to make a presentation shall complete the required forms and shall provide the Clerk with written materials, presentation materials, etc. for inclusion on the agenda by the deadline outlined by the Clerk, being no later than seven (7) business days preceding the Council meeting.
- 41.6 Where a staff or third-party presentation accompanies an item on a Committee of the Whole agenda, the presentation will be heard at the time the matter is under consideration at Committee of the Whole.
- 41.7 The Clerk may limit the frequency and/or number of times a group or individual may appear before Council.
- 41.8 The following types of presentations shall provide information only and shall be heard at the beginning of a Council Meeting:
- a) Presentations by groups or individuals on subjects that are within the jurisdiction or influence of local government, as determined by the Clerk and Chair;
 - b) Presentations by outside organizations providing information with no accompanying report or recommendations; and
 - c) Presentations recognizing achievements.
- 41.9 Presenters requesting specific financial assistance or services in-kind from the Council shall be directed to the appropriate department for review. A decision will not be made at the Meeting where the presentation is heard.

- 41.10 Presenters requesting specific action from the Municipality related to an operational issue shall be directed to the appropriate department for review. A decision will not be made at the Meeting where the presentation is heard.

42. Delegations

- 42.1 An individual may make a delegation at a Meeting of Council related to an item of business on the agenda.
- 42.2 An individual who is under eighteen (18) years of age must provide the Clerk written permission from the individual's parent or guardian.
- 42.3 Individuals who register as a delegation will have their name and the purpose of their delegation published on an agenda.
- 42.4 Anyone wishing to appear before Council shall register as a delegation by submitting the prescribed form and all accompanying materials to the Clerk no later than noon (12:00 p.m.) seven (7) business days prior to the scheduled Meeting date.
- 42.5 Delegations are limited to ten (10) minutes. The Council may extend the ten (10) minute time period by a Majority Vote of the Members present by way of a Motion to be decided without debate.
- 42.6 No delegation shall be made to Council on matters relating to litigation or potential litigation, including those matters which are before and under the jurisdiction of any court or administrative tribunals unless such matter is referred to Council by the said administrative tribunal or court.
- 42.7 No delegation shall speak on a matter that is not within the jurisdiction of the Council. The Mayor, in consultation with the Clerk, will determine if a matter is within the jurisdiction of the Council.
- 42.8 No delegation shall speak on items that shall be or has been the subject of a scheduled public meeting pursuant to the Planning Act. Persons should present their concerns and opinions at the scheduled public meeting where their comments can be considered along with all other submissions. Delegations to Council after the Public Meeting has been completed and before Council has made its determination will not be permitted.
- 42.9 Delegations shall not be permitted to appear before Council for the sole purpose of generating publicity for an event.
- 42.10 People making delegations shall refrain from making statements or comments that are, in the opinion of the Chair, frivolous or vexatious in nature.
- 42.11 People making delegations who share the same position on a matter or are from the same organization are encouraged to speak in one delegation.
- 42.12 A delegation shall only register themselves to speak and may not register other delegates/delegations.

- 42.13 A person may only make one (1) request for a delegation per Meeting, subject to the discretion of the Clerk.
- 42.14 Members of Council are permitted to ask individuals making a delegation questions only for clarification and to obtain additional relevant information. All delegations shall either be received for information or shall be received for information and request for further information from staff via a staff report.
- 42.15 The Mayor shall have discretion to further provide limitations on delegations including the amount of delegations per Meeting, in consultation with the Clerk.

43. Correspondence

- 43.1 Correspondence intended to be submitted shall:
- a) Include the author's full name and contact information;
 - b) Be legibly written or printed;
 - c) Be appropriate and respectful in tone, and not contain any improper or offensive language or information; and
 - d) Be filed with the Clerk.
- 43.2 The Clerk shall prepare a Council Information Package listing all correspondence received by the Clerk. The Council Information Package shall be compiled weekly and delivered electronically directly to each Member of Council. A Member of Council may request in writing that an item from the Council Information Package be lifted and included in the next appropriate agenda.
- 43.3 Correspondence may include: correspondence received from relevant associations or ministries, press releases, resolutions from other municipalities, letters addressed to other agencies and copied to Council for information, correspondence or communications addressed to the Mayor and/or Council, notices or request for comments, and thank you or acknowledgment letters.
- 43.4 Correspondence received from the public will not be shared or made public if it contains anything that violates the Municipality's Respect Zone Policy, the Code of Conduct for Members of Council and Committees, or the Council Staff Relations Policy. Such correspondence shall be returned to the sender outlining the reason(s) it wasn't accepted.
- 43.5 When required due to urgency or timing, and subject to the discretion of the Mayor in consultation with the Clerk, correspondence may be placed on a Council Agenda as an additional item.
- 43.6 The Council's receipt of correspondence does not constitute endorsement of the correspondence by the Municipality of any of the recommendations it may contain, or actions it may advocate.

44. Petitions

- 44.1 Petitions may be submitted to the Clerk and will include a minimum of two (2) persons and their respective contact information unless otherwise required by law, and a clear statement of the purpose of the petition. Petitions will be placed under the Correspondence section of the Committee of the Whole or Council agenda, unless otherwise determined by the Mayor in consultation with the Clerk.
- 44.2 The Municipality is not responsible or accountable for the accuracy or reliability of petitions that are submitted.

45. Open Forum

- 45.1 Open Forum shall be scheduled at every regular Council meeting and provide an opportunity for up to five (5) individuals to speak to any item included on the current agenda for a maximum of three (3) minutes each. No time extensions shall be permitted.
- 45.2 No motions, decisions or comments shall be made during the Open Forum portion of the meeting. The Council may consider and/or debate the information received during Open Forum during the deliberation of the item when it arises on the regular Council agenda.
- 45.3 Only the name of the speaker and the title of the item being spoken to will form part of the Council minutes.
- 45.4 No individual shall speak more than once at any meeting.

Motions

46. General Motions

- 46.1 After a motion has been moved and seconded, it shall be deemed to be in the possession of Council or Committee. A Motion or amending Motion may be withdrawn by the Mover with the consent of the Seconder at any time before the amendment or decision.
- 46.2 The Council or Committee shall not debate any Motion until it has been moved and seconded. Once a Motion has been seconded, it may upon request, be read or stated by the Chair or Clerk at any time during the debate.
- 46.3 If the Chair is of the opinion that an amending Motion is contrary to the main Motion, the Chair shall apprise the Members immediately. A Member of Council or Committee may appeal the ruling of the Chair. If appealed, the Chair will take an immediate vote on the Motion without debate.
- 46.4 When a Motion is under consideration, no other Motion shall be received unless it is a Motion:

- a) To refer the Motion to Committee, Council or Staff. A **Motion to Refer**:
- Is open to debate
 - Is amendable
 - Shall preclude amendment or debate of the preceding motions.
- b) To amend the Motion. A **Motion to Amend**:
- Is open to debate
 - Shall not propose a direct negative to the main Motion
 - Shall be relevant to the main Motion
 - Is subject to only one further amendment, and any amendment more than one must be to the main Motion, and
 - If more than one, shall be put in the reverse order to that in which they were moved, and shall be decided or withdrawn before the main Motion is put to the vote.
- c) To postpone the Motion to another time. A **Motion to Postpone**:
- Is open to debate
 - Is amendable
 - Applies to the Main Motion and any amendments thereto under debate at the time the Motion to Postpone is put forth.
- d) To adjourn the Meeting. A **Motion to Adjourn**:
- Is not open to debate
 - Is not subject to amendment
 - Shall always be in order.
 - When resolved in the negative, cannot be made again until the Presiding Officer has deemed sufficient business has been conducted in the intervening time.
- e) To call the question. A **Motion to Call the Question**:
- Is not subject to amendment
 - Cannot be proposed when there is an amendment under consideration
 - When resolved in the negative, shall be followed by resumption of debate
 - Shall always be in order
 - When resolved in the affirmative, shall be followed by voting on the motion, without debate or amendment.
- f) To table. A **Motion to Table**:
- Is not subject to amendment
 - Is not open to debate
 - Applies to the main Motion and any amendments thereto under debate at a time when the Motion to table was made
 - Shall always be in order
 - Shall not include any qualifications or additional statements.
- g) Once all the Motions relating to the main Motion have been dealt with,

and once the main Motion is put, there shall be no further discussion or debate and the Motion shall immediately be voted on.

47. Reconsideration of a Council Decision

47.1 Council may reconsider an entire resolution that was decided during any term of Council. A reconsideration of a portion of a resolution shall not be permitted. Such reconsideration can either amend the previous decision or rescind it subject to the following rules:

- a) No resolution shall be reconsidered more than once during the term of Council; and
- b) A Motion to reconsider shall not be reconsidered.

47.2 A Member who voted on the prevailing side of a decision may bring a Motion to reconsider at the same Meeting at which the question to be reconsidered was dealt with and shall require the support of a Majority of the Members present.

47.3 A Member who voted on the prevailing side or who was absent from the vote or was not a Member of Council at the time of the vote may bring a Notice of Motion to reconsider at a Meeting subsequent to that at which the question to be reconsidered was dealt with and shall require a Two-Thirds vote to be carried.

47.4 No delegations or Open Forum speakers shall be permitted to speak on a Notice of Motion to Reconsider.

47.5 A resolution that was decided by Council cannot be reconsidered if action has been taken in implementing the resolution, resulting in legally binding commitments that are in place on the date the Motion to reconsider is considered by Council.

48. Motion Containing Two or More Matters

48.1 When a Motion under consideration concerns two or more parts that are capable of standing separately, upon the request of any Member, the parts may be debated and voted on separately through a motion. This procedure requires the Member to make a motion to divide the motion into its parts. This may also be referenced as a "Motion to Divide". Such a request may also be made by the Chair.

49. Voting

49.1 After a Motion is put to a vote by the Chair, no Member shall speak to it, nor will any other Motion be made, until after the vote is taken and the result has

been declared.

49.2 All Members of Council or Committee will vote on all Motions. A failure by any Member to announce their vote openly and individually, including an “Abstention”, is deemed to be a vote in the negative.

49.3 Each Member present and voting indicates his or her vote by show of hands or electronically (dependent on available technology), and no vote is taken by ballot or any other method of secret voting.

49.4 The following represents the required number of votes for a Majority Vote or Two-Thirds vote.

Number of Members Present	Majority Vote	Two-Thirds Vote
7	4	5
6	4	4
5	3	4
4	3	3
3	2	2

50. Tie Vote

50.1 Any vote on which there is a tie vote is deemed to be lost.

51. Recorded Vote at Council Meetings

51.1 Any Member may request a recorded vote immediately preceding or following the taking of a vote.

51.2 All Members present at the Council Meeting shall vote unless they are disqualified from voting with respect to that item as a result of declaring pecuniary interest.

51.3 A Member of Council's failure to participate in a recorded vote when they have not declared a pecuniary interest is deemed to be a negative vote.

51.4 A recorded vote will be taken as set out below:

- a) the Clerk shall call on Members to cast their vote alphabetically by last name with the Chair voting last;
- b) each Member present that is not disqualified from voting shall announce their vote openly, in the order set out above, and
- c) the Clerk shall announce and record the vote, and record how each Member voted.

51.5 Notwithstanding a recorded vote, a record or notation of a Member's opposition to an issue is not recorded in any minutes of the Meeting.

52. Adjournment

52.1 All Meetings of Council and Committee of the Whole shall automatically adjourn at 3 pm, unless and otherwise decided by a Two-Thirds vote of all Members present. A motion to extend the meeting shall be done each hour after 3 pm.

Interpretation

53. Severability

If a court or tribunal of competent jurisdiction declares any portion of this By-law to be illegal or unenforceable, that portion of this By-law will be considered severed from the remainder of this By-law, which shall continue to be in full force and effect.

Administration

54. Short Title

This By-law, other than in this By-law itself, shall be referred to as the "Procedure By-law".

55. Repeal

By-law # 2018-009 and all previous by-laws related to meeting procedures of Council and Committee, including amending by-laws, are hereby repealed.

Amanda Fines-VanAlstine

From: Erin Boynton-Seeley <erin@ebssummitgroup.com>
Sent: June 17, 2026 1:56 PM
To: Council; Clerks
Subject: Request to Protect Access on the Unopened Portion of Kinburn Street

Dear Mayor and Members of Council,

I am requesting that Council review the use of the unopened portion of Kinburn Street in Eugenia and implement a no public parking restriction on this section of road allowance.

During the Kinburn Street road closing process, portions of the road allowance were sold and added to 243, 245 and 247 Canrobert Street (hereinafter referred to as the "affected properties"). A 7-metre-wide section was intentionally retained by the Municipality to provide vehicular access to those affected properties. Planning documents associated with the road closing state:

"Steps were taken to ensure that a 7-meter-wide portion of the road allowance remained open to allow public access to pedestrians through the remainder of the ROW and to allow vehicular access to the middle and northern parcels."

Correspondence related to the road closing further states that this retained section was to be maintained privately by the affected property owners and to remain available for emergency services to provide access to the affected properties.

My property relies on this retained section of Kinburn Street as its sole vehicular access. The purpose of retaining this corridor was clearly to preserve access to the 3 affected properties.

Since the installation of the Lake Eugenia oxygenation project, vehicles associated with the project have increasingly been using this area to access the project site. The licence agreement between OPG and the project identifies access through the existing trail system on the OPG lands and the beach parking area. However, vehicles have increasingly been parking within the retained Kinburn Street corridor, resulting in access to my property being restricted and blocked.

On one occasion, multiple vehicles associated with the oxygenation project were parked within the corridor, blocking access to our property. When we requested that the vehicles be moved so that access could be restored, the response from a project representative became confrontational. During that discussion, they stated that they were told by the Municipality that they could use that section of street and that, because we were making the project difficult, they would make sure that we would not be able to build on our property in the future. Additional aggressive statements were also made by that representative.

Regardless of any disagreements surrounding the above project itself, access to our property should not depend on confronting individuals who have parked within the only access corridor serving our property.

Unlike a standard municipal road allowance, this corridor is only approximately 7 meters wide. When vehicles are parked within it, there is no ability to pass.

My concern is with vehicles being parked and left within the corridor in a manner that interferes with access to the affected properties.

I therefore respectfully request that Council direct staff to implement a no public parking restriction on the unopened portion of Kinburn Street while continuing to permit access to and servicing of the 3 affected properties.

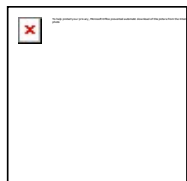
Any parking regulation should recognize that this section of Kinburn Street was intentionally retained to provide vehicular access to the three properties that rely upon it. The regulation should ensure that vehicles are not parked or left within the corridor in a manner that interferes with access to any of those properties and that the middle and northern properties can continue to safely access and exit their properties at all times.

The retained section of Kinburn Street terminates at the boundary of my property and does not provide vehicular access beyond that point. It also serves as the recognized frontage for my property. As such, the retained corridor continues to serve the very purpose identified during the road closing process, namely, providing access to the affected properties while preventing the middle and northern properties from becoming landlocked.

I also note that Council recently implemented a 24-hour parking restriction on the travelled portion of Kinburn Street. Given that the unopened section serves as the only vehicular access to the affected properties and is significantly narrower than the travelled portion of the road, I respectfully request that Council provide consideration to the property owners who rely on this section for access.

I believe this request is consistent with the original purpose for which this section of road allowance was retained and will help ensure that access to the affected properties is maintained at all times.

Thank you for your consideration.



Erin Boynton-Seeley
Broker of Record/REALTOR®, RE/MAX Summit Group Realty Brokerage

 226-909-2296  ReviseYourSize.ca

 erin@ebssummitgroup.com

 1 Toronto Road, Flesherton N0C1E0



**The Municipality of Grey Highlands
Seniors Advisory Committee (SAC) Minutes
Monday, June 8, 2026**

Members Present:

Chair Lynn Silverton, Paul Allen, Stewart Halliday, Ann Kerr, and Louise Ford

Members Absent:

Marina Brown and Anke Mayer

Staff:

Committee & Records Coordinator Danielle Thompson

1 Call to Order

Chair Silverton called the meeting to order at 1:33pm and acknowledged that June is Seniors Month in Ontario and in Grey Highlands.

2 Approval of Agenda

2.1 Motion:

SAC2026-17

Stewart Halliday - Ann Kerr

That the Seniors Advisory Committee approve the agenda as circulated.

CARRIED.

3 Declaration of Pecuniary Interest

None declared.

4 Approval of Minutes

4.1 Motion:

SAC2026-18

Stewart Halliday - Paul Allen

That the Seniors Advisory Committee approve the 2026-04-13 meeting minutes as presented.

CARRIED.

[Seniors Advisory Committee \(SAC\) - 13 Apr 2026 - Minutes - Html](#)

5 Items for Consideration

5.1 Update from Municipality - Member Allen

Verbal update provided:

- Memorial Relocation Task Force
- Grey Highlands RAM Rodeo proceeds to be donated to Markdale and Collingwood Hospital Foundations
- SEGCHC/Grey Highlands Memorandum of Understanding renewal

SAC2026-19

Paul Allen - Ann Kerr

That the Seniors Advisory Committee receive the Municipal Update for information.

CARRIED.

[Council - 06 May 2026 - Resolution 2026-309](#)

5.2 Update from Council on Aging - Chair Silverton

Verbal update provided:

- Council on Aging Grey Bruce is active again
- Events currently focused outside of Grey Highlands

SAC2026-20

Stewart Halliday - Louise Ford

That the Seniors Advisory Committee receive the Council on Aging Update for information.

CARRIED.

5.3 South East Grey Community Health Centre Update - Community Developer, Geoff VanGeem

No update.

5.4 Seniors Month Discussion (Chair Silverton)

- Consideration for a Grey Highlands Age-Friendly flag

SAC2026-21

Ann Kerr - Stewart Halliday

That the Seniors Advisory Committee receive the Seniors Month Discussion for information.

CARRIED.

[Council - 1 pm - 07 Jun 2023 - Resolution 2023-390 Seniors Month News Release - Ontario Celebrates Seniors Month](#)

5.5 Action Plan Sub-Committee Update

No update.

5.6 Age-Friendly Seniors Health Fair Sub-Committee Update

- Summary of sub-committee report provided

SAC2026-22

Paul Allen - Stewart Halliday

That the Seniors Advisory Committee receive the Age-Friendly Seniors Health Fair Sub-Committee Update for information.

CARRIED.

[Age Friendly Seniors Health Fair Report - June 2026](#)

6 Members Privilege

6.1 Member Halliday

- Province considering support for over-the-counter hearing aids
- Grants for seniors initiatives

6.2 Member Ford

- Expressed gratitude for the work of former committee Chair, Member Allen

6.3 Chair Silverton

- End of current term of Council - reapplication for committee membership

7 Next Meeting

7.1 Seniors Advisory Committee Meeting

Date: August 10, 2026

Time: 1:30pm

Location: Grey Highlands Municipal Office (in-person only)

8 Adjournment

8.1 Adjourn:

SAC2026-23

Louise Ford - Ann Kerr

That the Seniors Advisory Committee adjourn at 2:08pm until the next meeting or the call of the Chair.

CARRIED.

The minutes contained herein have been reviewed by the members. Minutes are not deemed as approved until received at the next meeting.

**The Municipality of Grey Highlands
Public Planning Hearing Minutes
Monday, June 22, 2026**

Council Members Present:

Chair Paul Allen, Paul McQueen, Tom Allwood, Nadia Dubyk, Joel Loughead, and Dan Wickens

Council Members Absent:

Dane Nielsen

Staff:

Director/Deputy Clerk Jerri-Lynn Levitt and Contract Planner Ashley Bilodeau

Page

1 Call to Order

Chair Allen called the meeting to order at 5:00 pm

2 Declaration of Pecuniary Interest

None.

3 Applications

3.1 Z14.2026: 194519 Grey Road 13

Registered Owner: Jeffrey Kortekaas and Therese Kortekaas

Applicant: Jeffrey Kortekaas

Legal Description: LT 2 RCP 839 ARTEMESIA; S/T AR18202; GREY HIGHLANDS

Civic Address: 194519 Grey Road 13

Planning Report 2026-30

Chair Allen read the regulations and indicated that notice was mailed by standard mail on May 26, 2026 to all those required under the Planning Act.

Planner Bilodeau provided an overview of the proposal through a presentation.

The lands subject to the consent application are large, encompassing most of Lake Eugenia. The owner of those lands has recently received conditional approval to sever a parcel in front of 194519 Grey Road 13 and convey it to the adjacent property. As part of this application, the owner of the adjacent property intends to grant legal access over their existing driveway to access Ontario Power Generation Inc.'s dam.

The subject property of this rezoning application is the benefitting lot. It's the adjacent property receiving the severed parcel. It is designated Rural Area in both the County of Grey's and the Municipality of Grey Highland's Official Plan. It is zoned "Rural Residential (RUR)" in Zoning By-law 2004-50. This rezoning application is being submitted as a condition of consent to rezone the "Rural Residential (RUR)" portion of the benefitting lot to "Residential Shoreline (RS)", reflecting its new waterfront location once the severed parcel is added. The severed portion itself is not subject to this rezoning.

No development is proposed as part of this application.

Page 1 of 237

The purpose of this application is to amend the Municipality of Grey Highlands Zoning By-law 2004-50 to rezone the subject lands from "Rural Residential (RUR)" to "Residential Shoreline (RS)".

Planner Bilodeau reviewed the comments received to date. Comments were received from Grey Sauble Conservation Authority, County Planning and Ecology, Grey Highlands Transportation and Public Spaces, Grey Highlands Building Department, Grey Highlands Environmental Services Department, and Niagara Escarpment Commission.

The applicant, Jeffrey Kortekaas, was in attendance.

Questions from Council: None.

Objections/Support: None.

Further Discussion: None.

Chair Allena advised that a report will be provided to a future Council meeting for consideration.

This portion of the meeting adjourned at 5:09 pm.

[Pre-Consultation File: P06.2026 File No.: Z14.2026 - Pdf](#)

3.2 Z15.2026 - Fairmount Farms

Registered Owner: Fairmount Farms Ltd. (Jon Wiley and Geertruida Wiley)

Applicant: Cuesta Planning Consultants Inc. (Genevieve Scott)

Legal Description: PT LT 25 CON 5 EUPHRASIA AS IN R544605; GREY HIGHLANDS

Civic Address: 806097 Sideroad 25

Planning Report 2026-31

Chair Allen read the regulations and indicated that notice was mailed by standard mail on May 26, 2026 to all those required under the Planning Act.

Planner Bilodeau provided an overview of the proposal through a presentation. This Zoning By-law Amendment application is being considered as a condition of consent, to sever a surplus farmhouse (+/- 1.59 ha) from the lot (+/- 42.54 ha), with the intent of creating one new lot. The Zoning By-law Amendment involves:

- (1) rezoning the severed lands (the surplus farmhouse lot) from "Agricultural (A1)" to "Rural Residential Exception (RUR-xx)", to align more appropriately in the Zoning Bylaw, and
- (2) rezoning the retained land from "Agricultural (A1)" to "Agricultural Exception (A1-xx)" to eliminate the ability for a single detached dwelling to be constructed on the property.

The purpose of this application is to:

- (1) rezone the proposed surplus farmhouse lot from "Agricultural (A1)" to "Rural Residential (RUR-xx)" to recognize the deficient lot frontage.
- (2) rezone the retained lands from "Agricultural (A1)" to "Agricultural Exception(A1-xx)" to restrict the permitted uses on the property for

agricultural purposes only.

Planner Bilodeau reviewed the comments received to date. Comments were received from Grey Sauble Conservation Authority, County Planning, County Ecology, Grey Highlands Transportation and Public Spaces Department, Grey Highlands Environmental Department, and Grey Highlands Fire Chief.

The applicant's agent, Genevieve Scott of Cuesta Planning Consultants Inc., was in attendance.

Questions from Council: None.

Objections/Support: None.

Further Discussion: None.

Chair Allen advised that a report will be provided to a future Council meeting for consideration.

This portion of the meeting adjourned at 5:19 pm.

[Concurrent File: B08.2026 Pre-Consultation File: P93.2025 - Pdf](#)

3.3 OP01.2026 & Z16.2026

Registered Owner: Old Durham Road Enterprise Inc.

Applicant: Ron Davidson Land Use Planning Consultant Inc. (Ron Davidson)

Legal Description: PT LT 21 CON 1 SDR ARTEMESIA AS IN R486981; GREY HIGHLANDS

Civic Address: 113451 Grey Road 14

Planning Report 2026-32

Chair Allen read the regulations and indicated that notice was mailed by standard mail on May 26, 2026 to all those required under the Planning Act.

Planner Bilodeau provided an overview of the proposal through a presentation. The subject property is a 19.24 hectare parcel of land located at the southeastern corner of Durham Road B and Grey Road 14. The property mostly remains in a natural state, with approximately 3 hectares of active tillable land. The property is designated Agricultural, Rural and Hazard Lands in the Official Plan and zoned "Agricultural (A1)" and Environmental Protection (EP)" in the Municipality's Zoning By-law.

The proposal involves the construction of a single detached dwelling and barn/shed on their property, along with a 250 square metre workshop to accommodate a small business (on-farm diversified use) involving the making of plastic products through injection molding. The shop will be situated in an area of the property that is subject to the "Agricultural (A1)" and "Agricultural Holding (A1-h)" zones.

Based on the County and local Official Plan, an On-Farm Diversified Use (OFDU) is not permitted on properties less than 20 hectares. The applicant

has applied for a local Official Plan Amendment to recognize the deficiency of 0.76 ha, and a rezoning application to lift a hold in the small portion of the property, and rezone the property from "Agricultural (A1)" and "Agricultural Holding (A1-h)" to "Rural Commercial Exception (C4-xx)" zone. The applicant proposed use is intended to occupy 2,340 square metres of land, thereby meeting the general intent of the County's Official Plan language related to OFDU.

If successful, the rezoning application will rezone a portion of property from "Agricultural (A1)" and "Agricultural Holding (A1-h)" to Rural Commercial Exception (C4-xx)" The site specific exception will permit the manufacturing and fabrication of agricultural and automotive components within the OFDU, as well as recognize the deficient lot area of 19.24 hectares and the maximum outdoor storage area of 100.0 square metres.

The purpose of these applications are as follows:

(1) The local Official Plan Amendment is to recognize the deficiency in required lot area to accommodate an On-Farm Diversified Use from 20 hectares to 19.24 hectares, and recognize the size of the OFDU at 2,340 square metres.

(2) The Zoning By-law Amendment application is to amend the Municipality of Grey Highlands Zoning By-law 2004-50 by rezoning a portion of the subject lands from "Agricultural (A1)" to "Rural Commercial Exception (C4-xx)", to permit the establishment of an on-farm diversified use.

The effect of the By-law is:

1. On lands zoned C4-xx, the following uses shall be permitted in addition to all uses that are permitted in the C4 zone:

- i. The fabrication, manufacturing, storage, and wholesale of automotive or agricultural components.
 - ii. A sawmill operation including the assembly, storage, and wholesale of wood furniture products.
 - iii. The assembly, storage and wholesale of plastic products.
 - iv. The construction, storage and sale of garden sheds.
2. That the minimum lot area be 19.24 hectares.
3. That the maximum outdoor storage area be 100.0 square metres.

(3) The Zoning By-law Amendment application will also lift the hold in a small section of the property, as seen on the site plan.

Planner Bilodeau reviewed the comments received to date. Comments were received from Grey Sauble Conservation Authority, Saugeen Valley Conservation Authority, County Planning, County Transportation, County Ecology, Grey Highlands Transportation and Public Spaces Department, Grey Highlands Environmental Services Department, Grey Highlands Fire and Emergency Services, and Grey Highlands Building Department.

The applicant's agents, Eli Sherk and Ron Davidson (Ron Davidson Land Use Planning Consultants Inc.), were in attendance.

Questions from Council: Councillor Wickens inquired about whether any land was taken due to the road change and whether the property was originally a full 50 acres. It was clarified by the agent that a schoolhouse

had been severed from the property in the past. Councillor Dubyk asked about the GSCA's reference to karst topography; planning staff explained this indicates only a potential karst layer, not confirmed karst conditions.

Objections/Support: None.

Further Discussion: None.

Chair Allen advised that a report will be provided to a future Council meeting for consideration.

This portion of the meeting adjourned at 5:35 pm.

[Pre-consultation file: P13.2025 - Pdf](#)

- 3.4 Z17.2026: 308114 Centre Line A
Registered Owner: Conservation Side Mfg. (Eli L. Martin)
Applicant: Solomon Martin
Legal Description: LT 26 CON 1 SDR OSPREY; GREY HIGHLANDS
Civic Address: 308114 Centre Line A

Planning Report 2026-33

Chair Allen read the regulations and indicated that notice was mailed by standard mail on May 26, 2026 to all those required under the Planning Act.

Planner Bilodeau provided an overview of the proposal through a presentation. The subject property is a 20.46 hectare parcel of land located in the south part of Grey Highlands, east of Flesherton, and south of Maxwell. The property is designated Rural, Hazard and Wetland in the County and Grey Highlands Official Plans, and zoned "Rural (RU)", "Rural-Holding (RU-h)", "Hazard Holding (H-h)" and Wetland (W)". The southern portion of the property is classified as a Natural Heritage System Core under Schedule "C" of the County Official Plan, and as Significant Woodlands and Area of Natural and Scientific Interest (ANSI) under Appendix B of the County Official Plan.

The proposal is to establish a 250 square metre on-farm diversified use (OFDU) with a 300 square metre outdoor storage area. The shop will be used for custom welding and forming of metal components. The proposed shop will be situated in an area of the property that is subject to the "Rural (RU)" provision, and outside of any area defined as Hazard, Wetland, ANSI, Natural Heritage System Core, and Area of Natural and Scientific Interest. The outdoor storage is intended to be located in the front yard of the property.

The maximum area permitted for an OFDU, including all buildings, parking, loading, outdoor storage, and servicing is 8,000 square metres (2%) for a property 40 hectares in size. The applicant's proposed use will occupy 4,000 square metres, thereby conforming to the Grey County and Grey Highlands Official Plan policies, and maintaining compliance with the maximum permitted area for an OFDU. The proposed farm cluster is located in an area that optimizes the use of the subject lands while minimizing the amount of agricultural land removed from production.

The "Rural (RU)" zone does not permit OFDUs as-of-right, therefore a site specific rezoning is required to rezone a portion of the subject property from "Rural (RU)" to "Rural Commercial Exception (C4-xx)". The site specific exception will permit the manufacturing and fabrication of agricultural and automotive components within an OFDU, and permit outdoor storage in the front yard of the subject property.

The purpose of this application is to amend the Municipality of Grey Highlands Zoning By-law 2004-50 by rezoning a portion of the subject lands from Agricultural (A1) to Rural Commercial with an exemption (C4-xx), to permit the establishment of an on-farm diversified use (OFDU).

The effect of this By-law is:

1. On lands zoned C4-xx, the following uses shall be permitted in addition to all uses that are permitted in the C4 zone:

- i. The fabrication, manufacturing, storage, and wholesale of automotive or agricultural components.
- ii. A sawmill operation including the assembly, storage, and wholesale of wood furniture products.
- iii. The assembly, storage, and wholesale of plastic products.
- iv. The construction, storage and sale of garden sheds.

2. On lands zoned C4-xx, outdoor storage shall be permitted to take place in the front yard of the subject property.

Planner Bilodeau reviewed the comments received to date. Comments were received from Saugeen Valley Conservation Authority, County Planning, County Ecology, Grey Highlands Transportation and Public Spaces Department, Grey Highlands Environmental Services Department, and Grey Highlands Fire Department.

The applicant's agent, Eli Martin, was in attendance.

Questions from Council: None.

Objections/Support: None.

Further Discussion: None.

Chair Allen advised that a report will be provided to a future Council meeting for consideration.

This portion of the meeting adjourned at 5:43 pm.

The meeting was declared adjourned at 5:44 pm.

[Pre-Consultation File: P19.2026 - Pdf](#)

Planning Report

TO: Council
FROM: Ashley Bilodeau
DATE: Public Planning Hearing - 22 Jun 2026
REPORT: Planning Report 2026-30
SUBJECT: Z14.2026: 194519 Grey Road 13

RECOMMENDATION:

That Planning Report No. 2026-30: Z14.2026 - 194519 Grey Road 13, be received for information.

Application:

Pre-Consultation File: P06.2026

File No.: Z14.2026

Location:

The property is legally described as Lot 2, RCP 839, Geographic Township of Artemesia

Roll Number: 420818000926800

Civic Address: 194519 Grey Road 13

Registered Owner:

Jeffrey Kortekaas

Proposal:

The lands subject to the consent application are large, encompassing most of Lake Eugenia. The owner of those lands has recently received conditional approval to sever a parcel in front of 194519 Grey Road 13 and convey it to the adjacent property. As part of this application, the owner of the adjacent property intends to grant legal access over their existing driveway to access Ontario Power Generation Inc.'s dam.

The subject property of this rezoning application is the benefitting lot. It's the adjacent property receiving the severed parcel. It is designated Rural Area in both the County of Grey's and the Municipality of Grey Highland's Official Plan. It is zoned "Rural

Residential (RUR)" in Zoning By-law 2004-50. This rezoning application is being submitted as a condition of consent to rezone the "Rural Residential (RUR)" portion of the benefiting lot to "Residential Shoreline (RS)", reflecting its new waterfront location once the severed parcel is added. The severed portion itself is not subject to this rezoning.

No development is proposed as part of this application.

Overview (Purpose and Effect):

The purpose of this application is to amend the Municipality of Grey Highlands Zoning By-law 2004-50 to rezone the subject lands from "Rural Residential (RUR)" to "Residential Shoreline (RS)".

Background and Analysis:

The Planning Analysis can be found as an attachment to this Report.

Approved By

Karen Govan, Chief Administrative Officer

Status

Approved - 16 Jun 2026



ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

The Municipality of Grey Highlands has received an application to amend the Zoning By-law. The application is being considered under the requirements of the *Planning Act RSO 1990* and applicable regulations. The purpose of this notice is to inform you of the application and invite you to observe Council's decision on this matter.

Public Hearing Information:

When: Monday June 22, 2026 at 5:00 PM

Where: Online zoom meeting – To register: www.greyhighlands.ca/register

To watch the meeting: www.greyhighlands.ca/watchlive

Your online registration will give you the ability to attend either online or by telephone. If you need assistance with the registration process, or cannot access the registration link, please call 519-986-2811 extension 228.

The Proposal:

Application Number: Z14.2026

The subject application relates to the property having address 251 Canrobert Street (420818000705702) and property having address 194519 Grey Road 13 (420818000926800).

The purpose of the application is to amend the zoning by-law 2004-50 to rezone a portion of the subject lands from Rural Residential (RUR) to Residential Shoreline (RS).

The proposed rezoning will facilitate the related consent B07.2026.

Related file: B07.2026

The following key map shows the location of the subject lands. A detailed sketch is attached to illustrate the proposed works.





ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

Your Rights to Appeal

If a person* or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of Grey Highlands before the by-law is passed, the person or public body:

- i) is not entitled to appeal the decision of Grey Highlands Council to the Ontario Land Tribunal; and
- ii) 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.

Please visit <https://olt.gov.on.ca/> for information on filing an appeal.

*Notwithstanding the above, only a 'person' listed in subsection 17(36) of the Planning Act may appeal the decision of the Municipality of Grey Highlands to the Ontario Land Tribunal (OLT) as it relates to the proposed Zoning By-law Amendment. Below is the prescribed list of 'persons' eligible to appeal a decision of the Municipality of Grey Highlands related to the proposed Zoning By-law Amendment as per subsection 17(36) of the Planning Act. These are recent changes that have been made to the Planning Act by the province. A link to the revised Planning Act can be found here - <https://www.ontario.ca/laws/statute/90p13>. For more information about these recent changes, please visit the OLT website or contact OLT - <https://olt.gov.on.ca/about-olt/>.

The prescribed list of 'persons' eligible to appeal a decision of the Municipality of Grey Highlands on the proposed Zoning By-law Amendment as per subsection 17(36) of the Planning Act is as follows:

1. A corporation operating an electric utility in the local municipality or planning area to which the Zoning By-law Amendment would apply.
2. Ontario Power Generation Inc.
3. Hydro One Inc.
4. A company operating a natural gas utility in the local municipality or planning area to which the Zoning By-law Amendment would apply.
5. A company operating an oil or natural gas pipeline in the local municipality or planning area to which the Zoning By-law Amendment would apply.
6. A person required to prepare a risk and safety management plan in respect of an operation under Ontario Regulation 211/01 (Propane Storage and Handling) made under the Technical Standards and Safety Act, 2000, if any part of the distance established as the hazard distance applicable to the



ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

operation and referenced in the risk and safety management plan is within the area to which the Zoning By-law Amendment would apply.

7. A company operating a railway line any part of which is located within 300 metres of any part of the area to which the Zoning By-law Amendment would apply.

8. A company operating as a telecommunication infrastructure provider in the area to which the Zoning By-law Amendment would apply.

For More Information

To see additional application materials, please visit our website:
<https://greyhighlands.civicweb.net/filepro/documents/397371/>

Navigate to the file folder with the corresponding application number to find an application form, additional maps, and reports. Contact the Planning Department if you require assistance in navigating the website.

Contact the Planning Department:

Renelle Harripaul

Planning@greyhighlands.ca

519-986-2811 x228

Visit the Planning Department by appointment only:

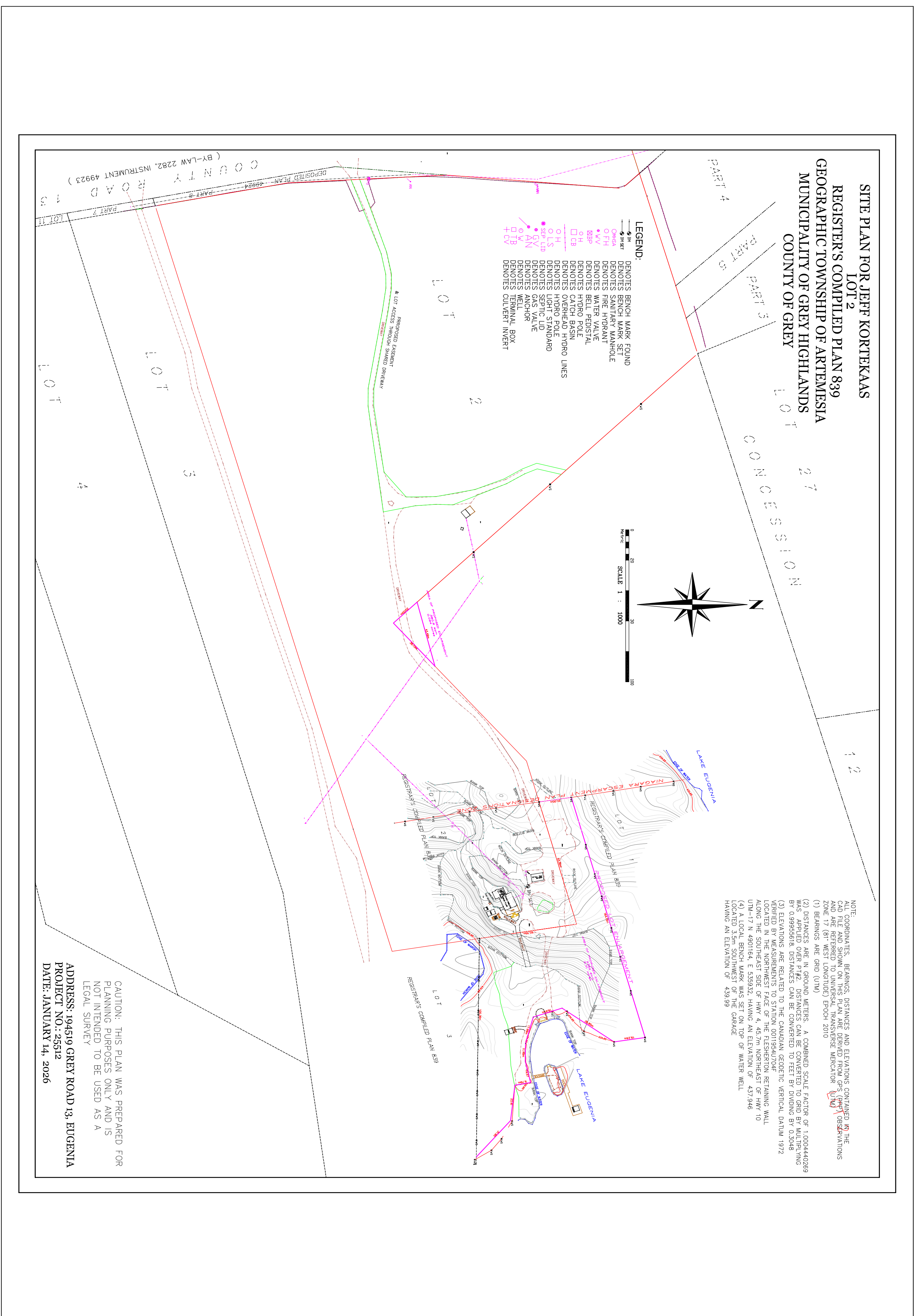
206 Toronto Street South, Markdale, ON, Monday to Friday, 8:30 am to 4:30 pm

You may provide comment on this application by attending the public meeting or by providing comments in writing to the Planning Department in advance of the meeting. Individuals who provide written comments or who make verbal comments at the planning hearing should be aware that their communications may become part of the public record and may be available on the Municipality's website.

Please note that while written comments are welcome, the focus of comments should be on planning-related concerns. You are welcome to reach out to planning staff ahead of providing written comments for guidance on how a planning decision is made, and for information on how comments may influence a decision.

If you wish to be notified of the decision of Council in respect of the proposed consent, please submit your request in writing to the Planning Department using the contact information provided above.

Notice Dated: May 26, 2026





Professional Planning Analysis

Application

Grey Highlands Files: Z14.2026

Planning Analysis

The subject lands are situated within an organized municipality and are regulated by the *Planning Act, R.S.O. 1990, c. P.13*, the Provincial Planning Statement (2024), the County and local Official Plans and the Zoning By-law. Together, these documents establish the planning framework that governs how land may be subdivided, designated, and zoned for development within the Municipality.

Under the *Planning Act*, municipalities are authorized to regulate the use of land through zoning by-laws. Section 34 of the *Planning Act* permits Council to pass zoning by-laws that regulate the use of land, buildings and structures, including matters such as permitted uses, minimum lot sizes, building setbacks, height, density, and other development standards.

Zoning By-law Amendments

A Zoning By-law Amendment is required when a proposal does not fully comply with the provisions of the existing zoning by-law. When evaluating a Zoning By-law Amendment application, Council should consider whether the proposal:

- Has regard to the matters of provincial interest identified in Section 2 of the *Planning Act*
- Is consistent with the Provincial Planning Statement
- Conforms with the applicable Official Plans, including the County of Grey Official Plan and the Municipality of Grey Highlands Official Plan, and
- Represents good planning and is appropriate for the site and surrounding area

Having established the legislative authority governing zoning amendments under the *Planning Act*, the following section examines the proposal within the broader provincial and municipal policy framework. This includes an assessment of consistency with the Provincial Planning Statement (2024) and other pertinent provincial plans, conformity with the applicable Official Plan policies, and compliance with the intent and structure of the Zoning By-law.

PROVINCIAL REGULATIONS, PLANS & POLICIES

The following is a breakdown of all provincial regulations, plans and policies that are applicable to rezoning application:

THE PLANNING ACT

Section 2 defines the Provincial Interest. It states:

The Minister, the council of a municipality, a local board, a planning board and the Tribunal, in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest such as,

- (a) the protection of ecological systems, including natural areas, features and functions;*
- (b) the protection of the agricultural resources of the Province;*
- (c) the conservation and management of natural resources and the mineral resource base;*
- (d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;*
- (e) the supply, efficient use and conservation of energy and water;*
- (f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;*
- (g) the minimization of waste;*
- (h) the orderly development of safe and healthy communities;*
 - (h.1) the accessibility for persons with disabilities to all facilities, services and matters to which this Act applies;*
- (i) the adequate provision and distribution of educational, health, social, cultural and recreational facilities;*
- (j) the adequate provision of a full range of housing, including affordable housing;*
- (k) the adequate provision of employment opportunities;*
- (l) the protection of the financial and economic well-being of the Province and its municipalities;*
- (m) the co-ordination of planning activities of public bodies;*
- (n) the resolution of planning conflicts involving public and private interests;*
- (o) the protection of public health and safety;*
- (p) the appropriate location of growth and development;*
- (q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians;*

- (r) *the promotion of built form that,*
 - i. *is well-designed,*
 - ii. *encourages a sense of place, and*
 - iii. *provides for public spaces that are of high quality, safe, accessible, attractive and vibrant;*
- (s) *the mitigation of greenhouse gas emissions and adaptation to a changing climate.*

PROVINCIAL PLANNING STATEMENT (2024)

The 2024 Provincial Planning Statement (PPS), issued under Section 3 of the *Planning Act*, sets out the province's policy foundation for regulating the development and use of land province-wide, helping achieve the provincial goal of meeting the needs of a fast-growing province while enhancing the quality of life for all Ontarians.

The property is located outside of a designated settlement area, and thus the Rural Area policies apply. Section 2.5 of the PPS states:

- 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.*

Section 2.6 states:

- 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.

3. Development shall be appropriate to the infrastructure, which is planned or available, and avoid the need for the uneconomical expansion of this infrastructure.

Consistency with Provincial Regulations, Plans and Policies

Pursuant to Section 3(5) of the *Planning Act*, a decision on this application must be consistent with the Provincial Planning Statement (2024). The subject lands are located outside a designated settlement area, and the Rural Area policies of Sections 2.5 and 2.6 therefore apply. Residential use is a permitted use on rural lands under Section 2.6.1(c), and the proposed "Residential Shoreline (RS)" zone reflects an established and permitted rural residential use. The application does not propose new development, additional lot creation, or a new land use; it rezones the benefiting lot to reflect its new waterfront frontage resulting from the related consent. The application is therefore consistent with the Rural Area policies of the PPS.

In addition, and as required under Section 2 of the *Planning Act*, Council has had regard to the relevant matters of provincial interest, including the orderly development of safe and healthy communities (Section 2(h)).

COUNTY AND LOCAL PLANS AND BY-LAW

COUNTY OFFICIAL PLAN

The County of Grey Official Plan contains goals, objectives and policies to manage and direct physical (land use) change and monitor its effects on the cultural, social, economic and natural environment with the regional community. The County's vision of



this Plan mirrors that of the County's Corporate Strategic Plan, where Grey County looks "to be the place where people feel genuinely at home and naturally inspired – enjoying an exceptional blend of active healthy living and economic opportunity".

The property is designated Rural Area in the County Official Plan. Permitted uses include resource based recreational uses, small-scale transport terminals, building and yards associated with the trades, including contractor's yards, plumbing, electric, heating/cooling shops, etc., residential farm cooperatives, agri-miniums, institutional uses including cemeteries, churches or schools, and recreational or tourist-based rural clusters. Minimum lot size in the rural land use type are determined by the Zoning By-law of the local municipality.

Conformity with the County of Grey Official Plan

The proposed rezoning conforms to the Rural Area designation of the County of Grey Official Plan. Residential use is contemplated within the Rural Area, and the subject lands will continue to be used for residential purposes; the application does not introduce a new use or alter the designation. The purpose of the rezoning is to reflect the lot's new waterfront frontage arising from the related consent, applying the "Residential Shoreline (RS)" zone to a parcel that will front on Lake Eugenia once the severed portion is conveyed. As minimum lot sizes within the Rural Area land use type are established by the local Zoning By-law, the County Official Plan defers to Zoning By-law 2004-50 on the appropriate standards for the lot. The rezoning maintains an established, permitted rural residential use, aligns the zoning with the physical condition of the land, and is consistent with the County's broader objective of managing land use change in a manner that supports active, healthy living within the regional community. The application therefore conforms to the County of Grey Official Plan.

GREY HIGHLANDS OFFICIAL PLAN

The Grey Highlands Official Plan states that the vision of the Municipality is for Grey Highlands to be a healthy and vibrant rural "community of communities" celebrating its diverse and creative culture, promoting its agricultural base, natural heritage and environment. The Official Plan sets out the policies for assessing growth and development proposals in the Municipality. The Official Plan is intended to function as a roadmap for the municipality, a tool to manage growth and protect environmental resources and a blueprint for economic development. It is a lower-tier document, providing a more detailed local policy focus relative to the upper tier County of Grey Official Plan. Application and development proposals will accord with the policy



framework of the following Plans, with the most restrictive policies of each document applying and requiring consistency with the Provincial Policy Statement, and conformity with the policies of the County of Grey Official Plan.

The property is designated Rural Area in the Municipality of Grey Highland's Official Plan. Permitted uses include: agricultural uses, agricultural-related uses, on-farm diversified uses, single detached dwelling, forestry and reforestation, golf courses, resource based recreational uses, wayside pits and quarries, sand and/or gravel extraction operations identified within the Schedule B High Potential Mineral Aggregate Resources, uses connected with the conservation of water, soil, wildlife, and other natural resources, limited non-farm recreational and institutional uses such as: churches, schools, cemeteries, in addition to other non-residential uses such as community halls, public uses, airstrips, communication towers and historic sites, and electric power facilities and accessory use and structures.

Conformity with the Municipality of Grey Highlands Official Plan

The proposed rezoning conforms to the Rural Area designation of the Municipality of Grey Highlands Official Plan. A single detached dwelling is a permitted use within the Rural Area, and the subject lands will continue to be used for residential purposes; the rezoning does not introduce a new use or alter the underlying designation. The purpose of the application is to reflect the lot's new waterfront frontage arising from the related consent, applying the "Residential Shoreline (RS)" zone to a parcel that will front on Lake Eugenia once the severed portion is conveyed. The Official Plan further contemplates electric power facilities and accessory uses within the Rural Area, which supports the related arrangement to secure legal access to Ontario Power Generation Inc.'s dam over the existing driveway. As a lower-tier document, the Official Plan applies the most restrictive policies of the Provincial Planning Statement and the County of Grey Official Plan; as addressed in the foregoing sections, the application is consistent with the PPS and conforms to the County Official Plan, and the rezoning does not conflict with the more restrictive policies of any applicable Plan. The application therefore conforms to the Municipality of Grey Highlands Official Plan.

ZONING BY-LAW 2004-50

The property is zoned "Rural Residential (RUR)". The property is suggested to be rezoned to "Residential Shoreline (RS)", to align better with zoning regulations, given the property will now be on waterfront.



The property meets the minimum lot area and lot frontage requirements, and the setback regulations in the Zoning By-law.

Comments Received to Date (Referencing both Consent/Zoning By-law Amendment)

Comment Received By	Summary of Comments
Grey Sauble Conservation Authority	<p>The property is partially regulated under Ontario Regulation 41/24. The regulated area is associated with a watercourse connected to Lake Eugenia.</p> <p>As no development is proposed:</p> <ul style="list-style-type: none"> • a permit under Ontario Regulation 41/24 will not be required. • Proposal is consistent with Section 5.2 PPS policies. <p>No objections for the consent application.</p>
County Planning and Ecology	<p>Provided no new development or change of use is proposed, staff have no comments or concerns with the proposed easement and lot adjustment.</p>
Grey Highlands Transportation and Public Spaces	<p>No comments or concerns from Transportation and Public Spaces at this time.</p>
Grey Highlands Building Department	<p>Building Services has no concerns with this lot addition.</p>
Grey Highlands Environmental Services Department	<p>No comments or concerns from Environmental Services at this time.</p>
Niagara Escarpment Commission	<p>An easement does not require a development permit. Any physical work done in the easement as upgrades will almost certainly require a Development Permit from the NEC.</p> <p>Lot additions/severances located within the Niagara Escarpment Plan Area will require a development permit from the NEC.</p>

Planning Report

TO: Council
FROM: Ashley Bilodeau
DATE: Public Planning Hearing - 22 Jun 2026
REPORT: Planning Report 2026-31
SUBJECT: Z15.2026 - Fairmount Farms

RECOMMENDATION:

That Planning Report No. 2026-31 be received for information.

Application:

Concurrent File: B08.2026

Pre-Consultation File: P93.2025

Location:

The property is legally described as PT LT 25 CON 5 EUPHRASIA AS IN R544605;
GREY HIGHLANDS

The municipal address is 806097 Sideroad 25.

Registered Owner:

Registered Owner: Fairmount Farms Ltd., Jon Wiley & Geertruida Wiley

Agent/Applicant: Cuesta Planning Consultants Inc. c/o Genevieve Scott

Proposal:

This Zoning By-law Amendment application is being considered as a condition of consent, to sever a surplus farmhouse (+/- 1.59 ha) from the lot (+/- 42.54 ha), with the intent of creating one new lot. The Zoning By-law Amendment involves:

- (1) rezoning the severed lands (the surplus farmhouse lot) from "Agricultural (A1)" to "Rural Residential Exception (RUR-xx)", to align more appropriately in the Zoning By-law, and
- (2) rezoning the retained land from "Agricultural (A1)" to "Agricultural Exception (A1-xx)" to eliminate the ability for a single detached dwelling to be constructed on the property.

Overview (Purpose and Effect):

The purpose of this application is to:

- (1) rezone the proposed surplus farmhouse lot from "Agricultural (A1)" to "Rural Residential (RUR-xx)" to recognize the deficient lot frontage.
- (2) rezone the retained lands from "Agricultural (A1)" to "Agricultural Exception(A1-xx)" to restrict the permitted uses on the property for agricultural purposes only.

Niagara Escarpment Plan (NEP):

Please see the attached Professional Planning Analysis

Approved By

Status

Karen Govan, Chief Administrative Officer

Approved - 17 Jun 2026



CONSENT NOTICE OF APPLICATION & PUBLIC HEARING

The Municipality of Grey Highlands has received an application for consent. The consent application is being considered under the requirements of the *Planning Act RSO 1990* and applicable regulations. The purpose of this notice is to provide you with the information necessary to engage in this public process if you wish.

Public Hearing Information:

When: Tuesday June 9, 2026 at 5:00PM

Where: Online zoom meeting – Registration link: www.greyhighlands.ca/register

YouTube link: www.greyhighlands.ca/watchlive

Your online registration will give you the ability to attend either online or by telephone. If you need assistance with the registration process, or cannot access the registration link, please call 519-986-2811 extension 228.

The Proposal:

Application Number: B08.2026

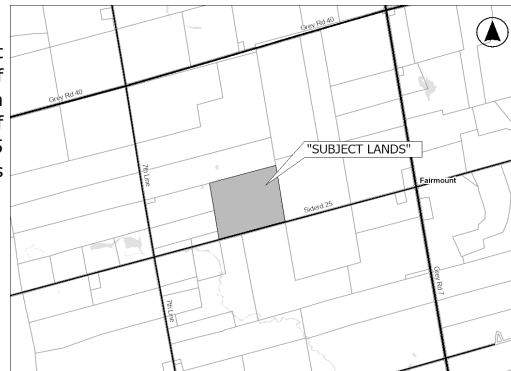
The subject application relates to the property having address 806097 Sideroad 25, known legally as PT LT 25 CON 6 EUPHRASIA AS IN R544605; GREY HIGHLANDS. The property has roll number 420839000507500.

The purpose of the application is to request approval from the Committee of Adjustment to sever a parcel having an area of ± 1.59 hectares and a frontage of approximately 30 metres onto Sideroad 25 from the subject property for a surplus farm residence.

The retained parcel will have an area of ± 40.95 hectares.

Related file: Z15.2026

The following key map shows the location of the subject lands. A detailed sketch is attached to illustrate the proposed works.





CONSENT NOTICE OF APPLICATION & PUBLIC HEARING

Your Rights to Appeal

If a person or public body that files an appeal of a decision of the Committee of Adjustment in respect of the proposed consent does not make written submissions to the Committee of Adjustment before it gives or refuses to give a provisional consent, the Local Planning Appeal Tribunal may dismiss the appeal.

Please visit <https://olt.gov.on.ca/> for information on filing an appeal with the Ontario Land Tribunal.

For More Information

To see additional application materials, please visit our website:
<https://greyhighlands.civicweb.net/filepro/documents/398818/>

Navigate to the file folder with the corresponding application number to find an application form, additional maps, and reports. Contact the Planning Department if you require assistance in navigating the website.

Contact the Committee Secretary Treasurer: Renelle Harripaul
Planning@greyhighlands.ca
519-986-2811 x228

Visit the Planning Department by appointment only:

206 Toronto Street South, Markdale, ON, Monday to Friday, 8:30 am to 4:30 pm

You may provide comment on this application by attending the public meeting or by providing comments in writing to the Planning Department in advance of the meeting. Individuals who provide written comments or who make verbal comments at the planning hearing should be aware that their communications may become part of the public record and may be available on the Municipality's website.

Please note that while written comments are welcome, the focus of comments should be on planning-related concerns. You are welcome to reach out to planning staff ahead of providing written comments for guidance on how a planning decision is made, and for information on how comments may influence a decision.

If you wish to be notified of the decision of the Committee of Adjustment in respect of the proposed consent, please submit your request in writing to the Secretary-Treasurer using the information above.

Notice Dated: May 26, 2026



ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

The Municipality of Grey Highlands has received an application to amend the Zoning By-law. The application is being considered under the requirements of the *Planning Act RSO 1990* and applicable regulations. The purpose of this notice is to inform you of the application and invite you to observe Council's decision on this matter.

Public Hearing Information:

When: Monday June 22, 2026 at 5:00 PM

Where: Online zoom meeting – To register: www.greghighlands.ca/register

To watch the meeting: www.greghighlands.ca/watchlive

Your online registration will give you the ability to attend either online or by telephone. If you need assistance with the registration process, or cannot access the registration link, please call 519-986-2811 extension 228.

The Proposal:

Application Number: Z15.2026

The subject application relates to the property having address 806097 Sideroad 25, known legally as PT LT 25 CON 6 EUPHRASIA AS IN R544605; GREY HIGHLANDS. The property has roll number 420839000507500.

The purpose of the application is to amend the zoning by-law 2004-50 to facilitate the related consent.

The severed parcel will be rezoned to recognize the reduced lot area and lot frontage.

The retained parcel will be rezoned to prohibit any residential use on the farm parcel.

Related file: B08.2026

The following key map shows the location of the subject lands. A detailed sketch is attached to illustrate the proposed works.





ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

Your Rights to Appeal

If a person or public body does not make oral submissions at a public meeting or or public body make written submissions to the Municipality of Grey Highlands before the by-law is passed, the person or public body:

- i) is not entitled to appeal the decision of Grey Highlands Council to the Ontario Land Tribunal; and
- ii) 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.

Please visit <http://www.ontario.ca/> for information on filing an appeal for information on filing an appeal

*Notwithstanding the above, only a 'person' listed in subsection 17(36) of the Planning Act may appeal the decision of the Municipality of Grey Highlands to the Ontario Land Tribunal (OLT) as it relates to the proposed Zoning By-Law Amendment. Below is the prescribed list of 'persons' eligible to appeal a decision of the Municipality of Grey Highlands to the OLT. These are recent Amendment as per changes that have been made to the Planning Act. The revised Planning Act can be found here <https://www.ontario.ca/laws/statute/90p13.htm> for more information about these 400 recent changes, please visit the OLT website or contact OLT recent changes, please visit the OLT <https://olt.gov.on.ca/about/>

The prescribed list of 'persons' eligible to appeal a decision of the Municipality of Grey Highlands to the OLT is as follows:

1. A corporation operating an electric utility in the local municipality or a corporation operating a natural gas utility in the local municipality or a corporation operating an oil or natural gas pipeline in the local municipality or a corporation operating a risk and safety management plan in the local municipality.
2. Ontario Power Generation Inc.
3. Hydro One Inc.
4. A company operating a natural gas utility in the local municipality or a company operating an oil or natural gas pipeline in the local municipality.
5. A company operating an oil or natural gas pipeline in the local municipality.
6. A person required to prepare a risk and safety management plan in the local municipality.



ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

operation and referenced in the risk and safety management plan is within the area to which the Zoning By-law Amendment would apply.

7. A company operating a railway line any part of which is located within 300 metres of any part of the area to which the Zoning By-law Amendment would apply.

8. A company operating as a telecommunication infrastructure provider in the area to which the Zoning By-law Amendment would apply.

For More Information

To see additional application materials, please visit our website:
<https://greyhighlands.civicweb.net/filepro/documents/398818/>

Navigate to the file folder with the corresponding application number to find an application form, additional maps, and reports. Contact the Planning Department if you require assistance in navigating the website.

Contact the Planning Department: Renelle Harripaul
Planning@greyhighlands.ca
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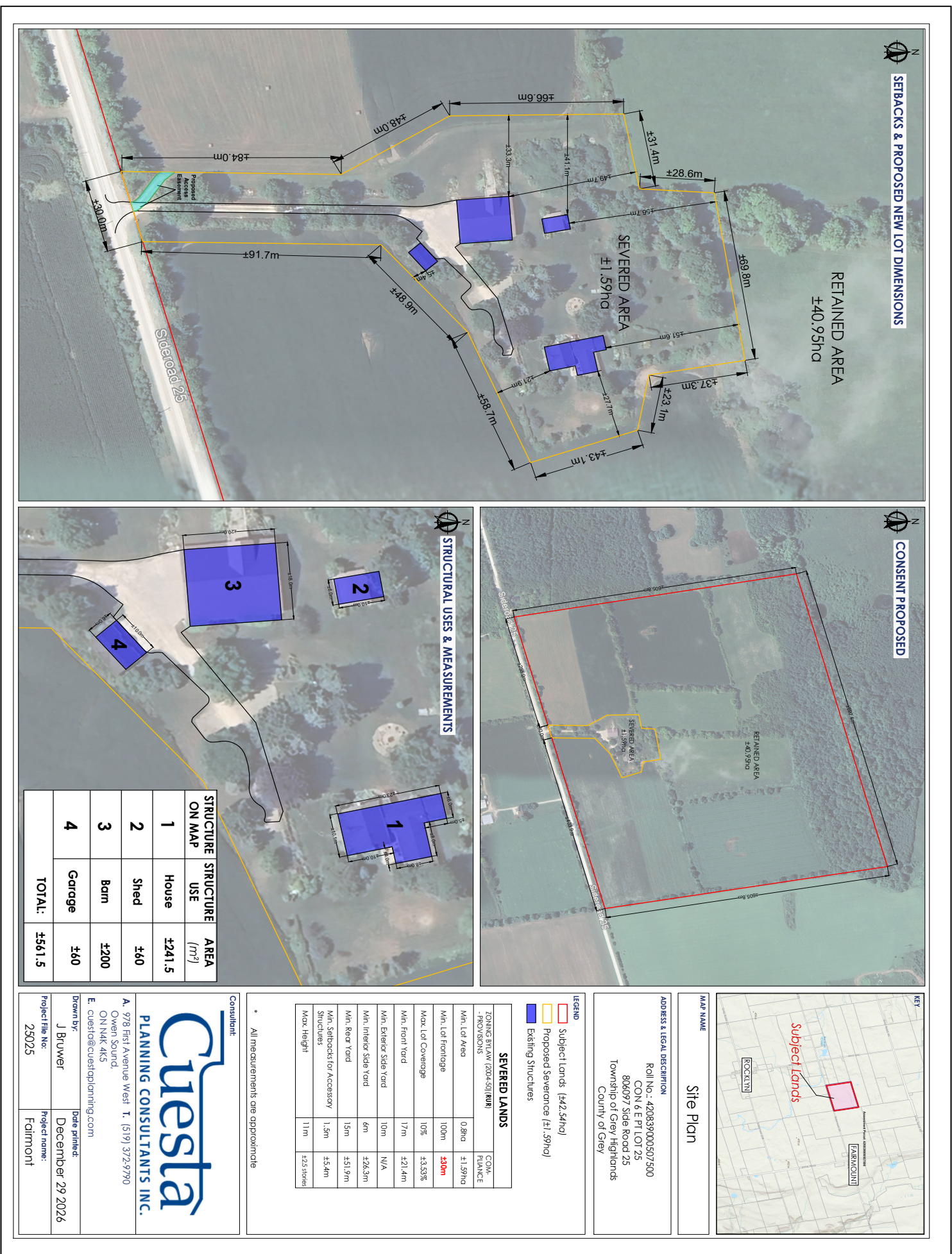
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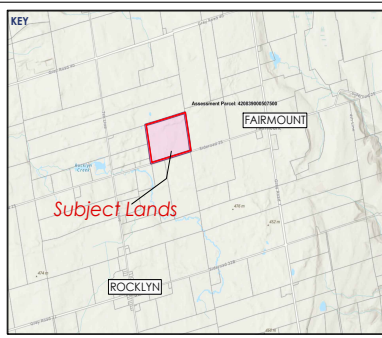
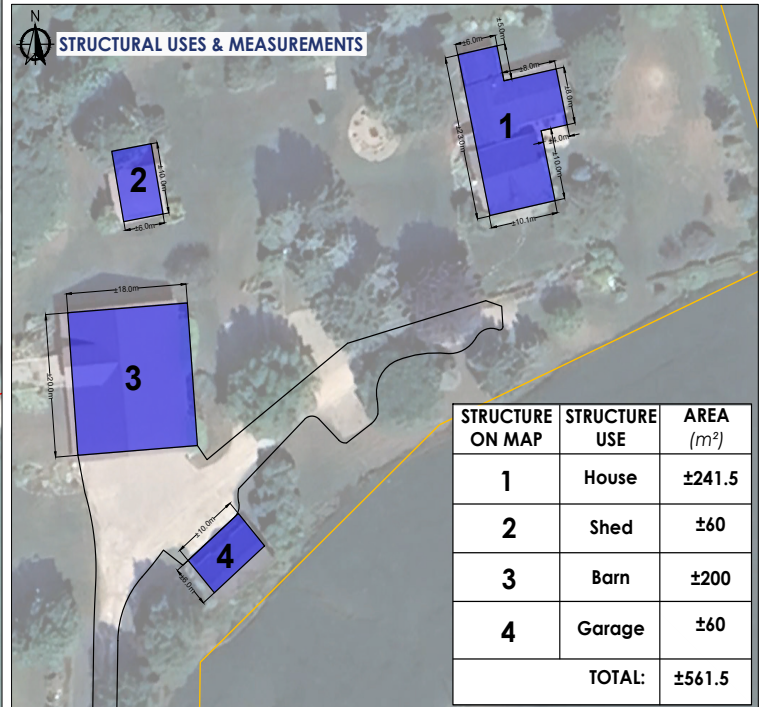
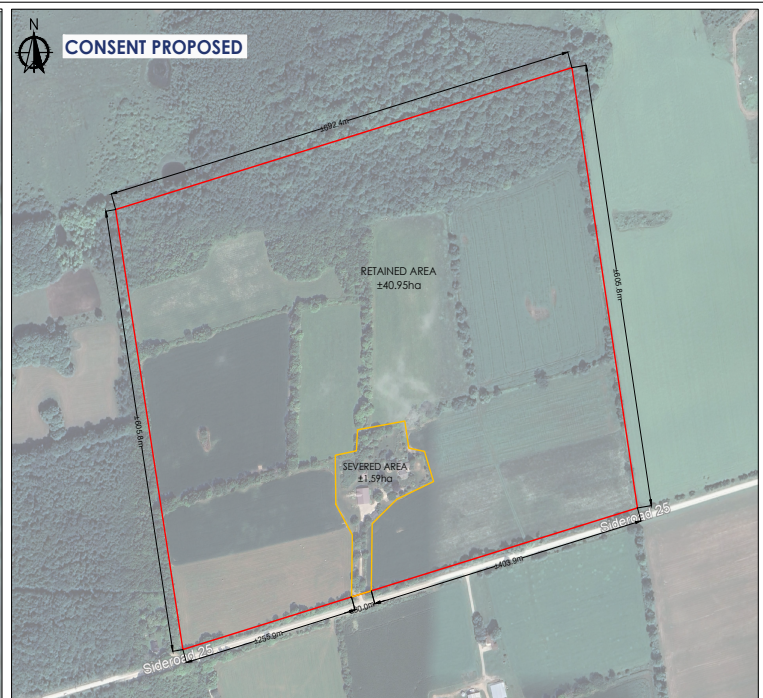
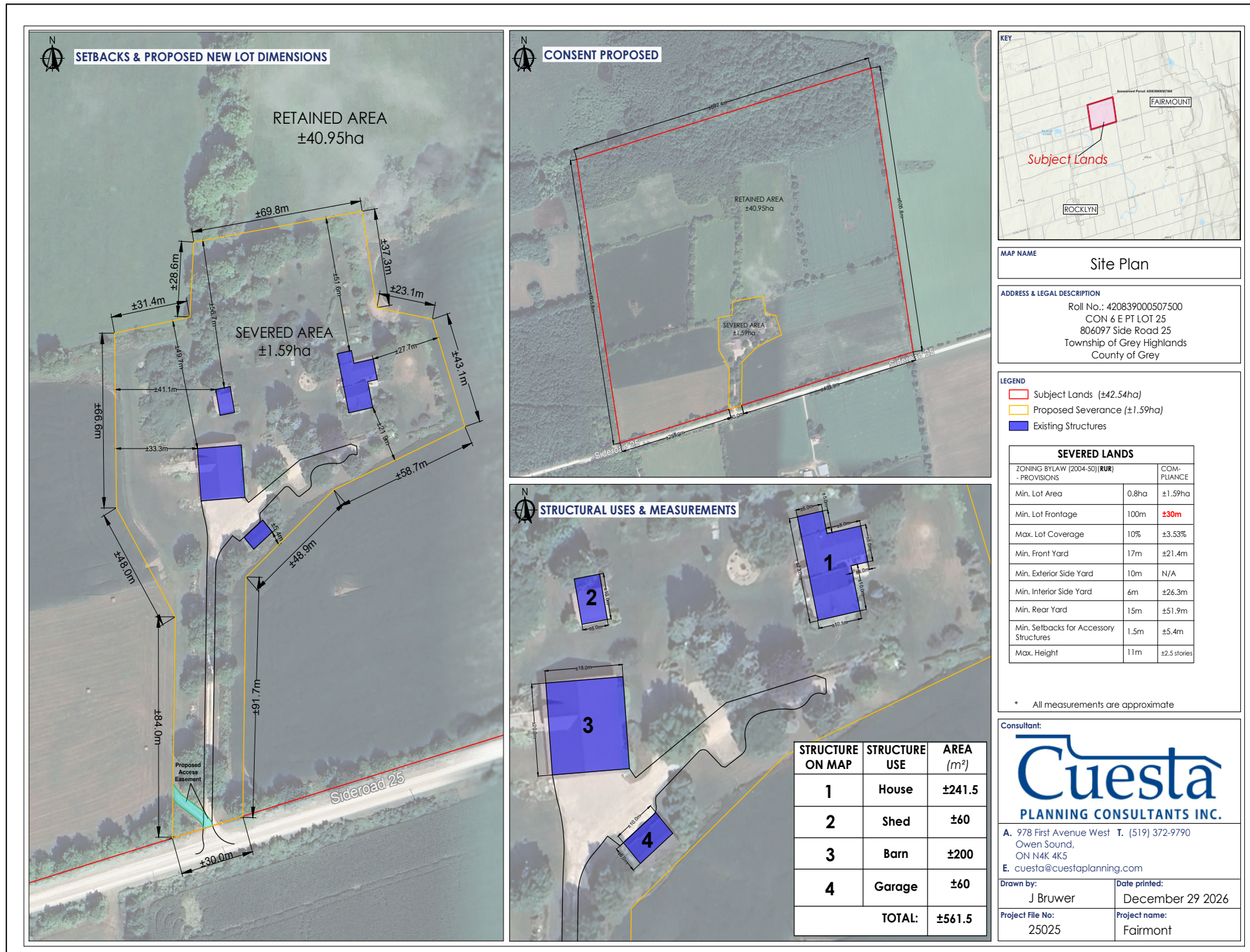
You may provide comment on this application by attending the public meeting or by providing comments in writing to the Planning Department in advance of the meeting. Individuals who provide written comments or who make verbal comments at the planning hearing should be aware that their communications may become part of the public record and may be available on the Municipality's website.

Please note that while written comments are welcome, the focus of comments should be on planning-related concerns. You are welcome to reach out to planning staff ahead of providing written comments for guidance on how a planning decision is made, and for information on how comments may influence a decision.

If you wish to be notified of the decision of Council in respect of the proposed consent, please submit your request in writing to the Planning Department using the contact information provided above.

Notice Dated: May 26, 2026





MAP NAME
Site Plan

ADDRESS & LEGAL DESCRIPTION
Roll No.: 420839000507500
CON 6 E PT LOT 25
806097 Side Road 25
Township of Grey Highlands
County of Grey

LEGEND

- Subject Lands (±42.54ha)
- Proposed Severance (±1.59ha)
- Existing Structures

SEVERED LANDS		
ZONING BYLAW (2004-50) (RUR) - PROVISIONS		COMPLIANCE
Min. Lot Area	0.8ha	±1.59ha
Min. Lot Frontage	100m	±30m
Max. Lot Coverage	10%	±3.53%
Min. Front Yard	17m	±21.4m
Min. Exterior Side Yard	10m	N/A
Min. Interior Side Yard	6m	±26.3m
Min. Rear Yard	15m	±51.9m
Min. Setbacks for Accessory Structures	1.5m	±5.4m
Max. Height	11m	±2.5 stories

* All measurements are approximate

Consultant:

Cuesta
PLANNING CONSULTANTS INC.

A. 978 First Avenue West T. (519) 372-9790
Owen Sound,
ON N4K 4K5
E. cuesta@cuestaplanning.com

Drawn by: J Bruwer Date printed: December 29 2026
Project File No: 25025 Project name: Fairmont



Professional Planning Analysis

Application

Grey Highlands Files: Z15.2026

Planning Analysis

The subject lands are situated within an organized municipality and are regulated by the *Planning Act, R.S.O. 1990, c. P.13*, the Provincial Planning Statement (2024), the Niagara Escarpment Plan, the County and local Official Plans and the Zoning By-law. Together, these documents establish the planning framework that governs how land may be subdivided, designated, and zoned for development.

Under the *Planning Act*, municipalities are authorized to regulate the use of land through zoning by-laws. Section 34 of the *Planning Act* permits Council to pass zoning by-laws that regulate the use of land, buildings and structures, including matters such as permitted uses, minimum lot sizes, building setbacks, height, density, and other development standards.

Zoning By-law Amendments

When evaluating a Zoning By-law Amendment application, Council should consider whether the proposal:

- Has regard to the matters of provincial interest identified in Section 2 of the *Planning Act*
- Is consistent with the Provincial Planning Statement
- Conforms with the applicable Official Plans, including the County of Grey Official Plan and the Municipality of Grey Highlands Official Plan, and
- Represents good planning and is appropriate for the site and surrounding area

Having established the legislative authority governing zoning amendments under the *Planning Act*, the following section examines the proposal within the broader provincial and municipal policy framework. This includes an assessment of consistency with the Provincial Planning Statement (2024) and other pertinent provincial plans, conformity with the applicable Official Plan policies, and compliance with the intent and structure of the Zoning By-law.



This policy review is intended to demonstrate how the proposed Zoning By-law Amendment respond to the applicable growth management, land use compatibility, servicing, environmental, and community planning objectives, and to identify the planning rationale that supports the appropriateness of the applications in their local and policy context.

PROVINCIAL REGULATIONS, PLANS & POLICIES

The following is a breakdown of all provincial regulations, plans and policies that are applicable to rezoning applications:

THE PLANNING ACT

Section 2 defines the Provincial Interest. It states:

The Minister, the council of a municipality, a local board, a planning board and the Tribunal, in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest such as,

- (a) *the protection of ecological systems, including natural areas, features and functions;*
- (b) *the protection of the agricultural resources of the Province;*
- (c) *the conservation and management of natural resources and the mineral resource base;*
- (d) *the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;*
- (e) *the supply, efficient use and conservation of energy and water;*
- (f) *the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;*
- (g) *the minimization of waste;*
- (h) *the orderly development of safe and healthy communities;*
 - (h.1) *the accessibility for persons with disabilities to all facilities, services and matters to which this Act applies;*
- (i) *the adequate provision and distribution of educational, health, social, cultural and recreational facilities;*
- (j) *the adequate provision of a full range of housing, including affordable housing;*
- (k) *the adequate provision of employment opportunities;*
- (l) *the protection of the financial and economic well-being of the Province and its municipalities;*
- (m) *the co-ordination of planning activities of public bodies;*

- (n) the resolution of planning conflicts involving public and private interests;
- (o) the protection of public health and safety;
- (p) the appropriate location of growth and development;
- (q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians;
- (r) the promotion of built form that,
 - i. is well-designed,
 - ii. encourages a sense of place, and
 - iii. provides for public spaces that are of high quality, safe, accessible, attractive and vibrant;
- (s) the mitigation of greenhouse gas emissions and adaptation to a changing climate.

PROVINCIAL PLANNING STATEMENT (2024)

The 2024 Provincial Planning Statement (PPS), issued under Section 3 of the *Planning Act*, sets out the province's policy foundation for regulating the development and use of land province-wide, helping achieve the provincial goal of meeting the needs of a fast-growing province while enhancing the quality of life for all Ontarians.

The property is located within an area defined as "Prime Agricultural Lands". Section 4.3 of the PPS provides general policies for these areas. It states:

4.3.1 General Policies for Agriculture

1. *Planning authorities are required to use an agricultural system approach, based on provincial guidance, to maintain and enhance a geographically continuous agricultural land base and support and foster the long-term economic prosperity and productive capacity of the agri-food network.*

4.3.2 Permitted Uses

1. *In prime agricultural areas, permitted uses and activities are: agricultural uses, agriculture-related uses and on-farm diversified uses based on provincial guidance.*

Proposed agriculture-related uses and on-farm diversified uses shall be compatible with, and shall not hinder, surrounding agricultural operations. Criteria for these uses may be based on provincial guidance or municipal approaches, as set out in municipal planning documents, which achieve the same objectives.

2. *In prime agricultural areas, all types, sizes and intensities of agricultural uses and normal farm practices shall be promoted and protected in accordance with provincial standards.*
3. *New land uses in prime agricultural areas, including the creation of lots and new or expanding livestock facilities, shall comply with the minimum distance separation formulae.*
4. *A principal dwelling associated with an agricultural operation shall be permitted in prime agricultural areas as an agricultural use, in accordance with provincial guidance, except where prohibited in accordance with policy 4.3.3.1.c).*
5. *Where a residential dwelling is permitted on a lot in a prime agricultural area, up to two additional residential units shall be permitted in accordance with provincial guidance, provided that, where two additional residential units are proposed, at least one of these additional residential units is located within or attached to the principal dwelling, and any additional residential units:*
 - a. *comply with the minimum distance separation formulae;*
 - b. *are compatible with, and would not hinder, surrounding agricultural operations;*
 - c. *have appropriate sewage and water services;*
 - d. *address any public health and safety concerns;*
 - e. *are of limited scale and are located within, attached, or in close proximity to the principal dwelling or farm building cluster; and*
 - f. *minimize land taken out of agricultural production.*

Lots with additional residential units may only be severed in accordance with policy 4.3.3.1.c).

6. *For greater certainty, the two additional residential units that are permitted on a lot in a prime agricultural area in accordance with policy 4.3.2.5 are in addition to farm worker housing permitted as an agricultural use.*

4.3.3 Lot Creation and Lot Adjustments

1. *Lot creation in prime agricultural areas is discouraged and may only be permitted in accordance with provincial guidance for:*
 - a. *agricultural uses, provided that the lots are of a size appropriate for the type of agricultural use(s) common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations;*
 - b. *agriculture-related uses, provided that any new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services;*
 - c. *one new residential lot per farm consolidation for a residence surplus to an agricultural operation, provided that:*
 - i. *the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services; and*
 - ii. *the planning authority ensures that new dwellings and additional residential units are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new dwellings or additional residential units are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches that achieve the same objective; and*
 - d. *infrastructure, where the facility or corridor cannot be accommodated through the use of easements or rights-of-way.*
2. *Lot adjustments in prime agricultural areas may be permitted for legal and technical reasons.*
3. *Lot creation of new residential lots in prime agricultural areas shall not be permitted, except in accordance with policy 4.3.3.1c).*

The applicant has received conditional approval from the Committee of Adjustment to sever the surplus farmhouse on the property. The severed parcel is to be 1.59 hectares, and the remaining lands will consist of a 42.54-hectare parcel. This is consistent with Section. 4.3.3.1(c). The surplus farmhouse property is large enough to accommodate the use as well as the appropriate water and sewer services, but due to the need to limit the amount of land associated with the surplus farmhouse, a rezoning is needed to



recognize the use to be more residential in nature. This application is being submitted as a condition of consent, to rezone the lands to Rural Residential and to recognize the deficient lot frontage of 30 metres, instead of the required 100.0 metres. This rezoning is also required to restrict the uses on the remaining lands, to be consistent with Provincial policy. The Zoning By-law Amendment is, in my professional opinion, consistent with this Policy.

Niagara Escarpment Plan

The subject lands fall outside of the Niagara Escarpment Plan's Area of Development Control, and therefore, the policies do not apply to this consent application.

CONSISTENCY WITH PROVINCIAL REGULATIONS, PLANS AND POLICIES

The purpose of the surplus farmhouse severance policy is to retain as much agricultural land in active production as possible. In these situations, the severance is intended to accommodate only the existing dwelling, accessory structures, and associated private servicing, which typically necessitates a rezoning to reflect a more appropriate rural residential use.

In this case, the applicant has proposed a severance that removes the minimum amount of land required from the agricultural parcel, thereby maintaining the maximum area for continued farm use. As a result of this approach, a rezoning and reduced lot frontage is necessary to support the proposed configuration.

To remain consistent with policy, the retained lands are also required to be subject to a rezoning application, to rezone the lands from "Agricultural (A1)" to "Agricultural Exception (A1-xx)", to restrict residential development on these lands.

Once both changes are approved, the severance would be consistent with applicable provincial policies and would conform to the intent of the relevant planning framework.

COUNTY AND LOCAL PLANS AND BY-LAW

COUNTY OFFICIAL PLAN

The County of Grey Official Plan contains goals, objectives and policies to manage and direct physical (land use) change and monitor its effects on the cultural, social, economic and natural environment with the regional community. The County's vision of this Plan mirrors that of the County's Corporate Strategic Plan, where Grey County looks



“to be the place where people feel genuinely at home and naturally inspired – enjoying an exceptional blend of active healthy living and economic opportunity”.

The subject lands are designated Agricultural in the Grey County Official Plan. Section 5.2 provides policy direction on the Agricultural Land Use Type.

It states that this designation is intended to “prevent the fragmentation of active agricultural land and to reduce the potential for nuisance complaints and farm limitations posed by non-agricultural uses.”

Section 5.2.1.4 states that “residential dwellings are generally permitted on existing lots of record, unless otherwise restricted by a zoning by-law amendment in the case of a surplus farmhouse severance.”

Section 5.2.3 provides policy direction on consents in the agriculturally designated area. It states:

“Lot creation in the Agricultural land use type is generally discouraged and may only be permitted for agricultural uses, agricultural-related uses, surplus farmhouse severances, infrastructure, and conservation lots in accordance with section 5.2.3 of this Plan.” Section 5.2.3.1(b) states:

“New residential lots are not permitted in the Agricultural land use type. Where a house is deemed surplus to a farm operation as a result of farm consolidation, a lot may be severed, provided that:

1. The owner of the lands to be severed is a ‘bona fide farmer’ or as a condition of the consent application the lands will be sold to a ‘bona fide farmer’. For the purpose of this policy, the ‘bona fide farmer’ must have a farm business registration number. A ‘bona fide farmer’ is defined to include a limited company, sole proprietorship, incorporated company, numbered company, partnership and other similar ownership forms.
2. The lot proposed for the surplus farmhouse (And accessory buildings if applicable) will be limited in area and shall only be of sufficient size to accommodate the surplus farmhouse to the farming operation, accessory buildings (including any unused livestock facility, if this does not make the lot excessively large), a well, and a sewage treatment and disposal system, while ensuring that as little land as possible is removed from the agricultural lands.



3. *Unless added onto an abutting farm parcel that already contains a dwelling, the remnant farm parcel shall be rezoned to prohibit the future construction of a new residential dwelling of any type;*
4. *The severance of a surplus farmhouse shall comply with Provincial MDS Formulae. For the purpose of this section, only livestock facilities situated on the farm parcel from which the surplus farmhouse is being severed, shall be used in determining Provincial MDS Formulae compliance.*
5. *Given that no new house can be built as a result of the surplus farmhouse being severed from the land holding, the requirements for an environmental impact study, do not apply; however no new surplus farmhouse severances will be permitted in the Aggregate Resource Areas identified on Schedule B to this Plan; and,*
6. *The existing farmhouse is habitable at the time of application.*
7. *If an existing livestock facility is located within close vicinity of the surplus farmhouse, it is recommended that it be included in the severed parcel and be converted to a decommissioned livestock facility.*
8. *If a livestock barn is located on the retained parcel and fails to meet MDS requirements relating to a severed surplus farmhouse, it is recommended that it be converted to a decommissioned livestock barn.*
9. *Policies 5.6.2(8) and 5.6.6(2) shall not constrain a surplus farmhouse severance. Non-farm size lot creation (i.e., the surplus farmhouse and accessory buildings if applicable) may be considered under this policy section where an Aggregate Resource Area, Bedrock Resource Area and/or Shale Resource Area has been identified.*

GREY HIGHLANDS OFFICIAL PLAN

The Grey Highlands Official Plan states that the vision of the Municipality is for Grey Highlands to be a healthy and vibrant rural “community of communities” celebrating its diverse and creative culture, promoting its agricultural base, natural heritage and environment. The Official Plan sets out the policies for assessing growth and development proposals in the Municipality. The Official Plan is intended to function as a roadmap for the municipality, a tool to manage growth and protect environmental resources and a blueprint for economic development. It is a lower-tier document, providing a more detailed local policy focus relative to the upper tier County of Grey Official Plan and the Niagara Escarpment Plan. Applications and development proposals will accord with the policy framework of the following Plans, with the most restrictive policies of each document applying and requiring:

- i. Consistency with the Provincial Policy Statement,
- ii. Conformity with the policies of the County of Grey Official Plan,
- iii. Conformity with the policies of the Niagara Escarpment Plan, where applicable, and
- iv. Conformity with the policies of this Plan.

Section 1.5 states *“for the purpose of this Plan, land use designations have been applied to the Niagara Escarpment to complement the policies of the Niagara Escarpment Plan, and in some instances, introduce more restrictive policies. In addition, this Plan recognizes the constraints identified in the County of Grey Official Plan throughout the Niagara Escarpment. Readers should first consult the Niagara Escarpment Plan, and secondly, underlying designations of this Plan. The most restrictive policies of either Plan apply.”*

The subject lands are designated Agricultural in the Grey Highlands Official Plan. Section 4.1 provides policy direction on lands designated Agricultural. A single-detached dwelling is a permitted use in the Agricultural area, as are agricultural uses, agricultural-related uses, on-farm diversified uses, forestry and reforestation, wayside pits and quarries, sand/gravel extraction operations, licensed aggregate operations, and limited non-farm recreational and institutional uses.

Section 4.1.2 states the following:

- (i) *the minimum agricultural parcel size shall be 40 hectares for newly created farm lots in order to discourage the unwarranted fragmentation of farmland.*

Section 4.1.3 provides policy direction on consent policies. It states:

(1)(b) where a residence is deemed surplus to a farm operation as a result of farm consolidation, provided that:

- i. The owner of the lands to be severed is a ‘bona fide farmer’, for the purposes of this policy a bona fide farm shall have a Farm Business Registration number. For the purposes of this policy, the ‘bona fide farmer’ shall be defined as to include a limited company, sole proprietorship, incorporated company, numbered company, partnership and other similar ownership forms;
- ii. the lot proposed for the residence and buildings surplus to the farming operation shall be limited in area and shall only be of sufficient size to accommodate the residence surplus to the farming operation, accessory buildings (where including accessory buildings does not render the lot excessively large), a well and a



sewage disposal system, while ensuring that as little land as possible is removed from the agricultural lands;

- iii. The remnant parcel shall be rezoned to prohibit the future erection of a residential dwelling of any type on the agricultural lands provided that a residential dwelling does not exist at the time of severance.
- iv. MDS 1 is applied to a surplus farm dwelling severance when the dwelling is presently located on the same lot as the subject livestock facility. MDS 1 does not apply to the neighbouring livestock facilities that are located on lots that are separate from the existing lot subject to the proposed surplus farm dwelling severance.
- v. The existing residence is habitable at the time of application.

Conformity with the Official Plans

The proposed Zoning By-law Amendment is consistent with the policies of the Official Plans. The subject lands are designated Agricultural, where the overarching intent is to protect agricultural land, limit fragmentation, and support ongoing farm operations. While new residential uses are generally restricted, the rezoning in this instance is a direct result of an approved surplus farmhouse severance, which is recognized within the policy framework as a limited and appropriate exception.

The purpose of the rezoning is to reflect the change in land use resulting from the severance, recognizing the parcel as a rural residential lot containing an existing dwelling that is no longer required for the farm operation. The site-specific "Rural Residential Exception (RR-xx)" zoning appropriately acknowledges this use, while ensuring that the parcel is no longer considered part of the active agricultural land base.

The reduced lot frontage associated with the rezoning is appropriate in this context. It reflects the configuration established through the severance, which was designed to remove only the minimum amount of land necessary to accommodate the dwelling, accessory structures, and private servicing. This approach supports the broader policy objective of retaining as much agricultural land as possible for ongoing production.

Importantly, the retained agricultural lands are also intended to be restricted for future development, by limiting development to uses specific to farm operation, strengthening the overall viability of the agricultural land base. The rezoning does not introduce new



residential fragmentation but rather formalizes a condition that is both anticipated and supported through the surplus farmhouse severance policies.

Overall, the proposed Zoning By-law Amendment implements the intent of the Official Plans by recognizing the resulting rural residential use, while continuing to protect and preserve the surrounding agricultural lands for long-term farm use.

ZONING BY-LAW 2004-50

The subject lands are zoned "Agricultural (A1)". The minimum lot area and minimum lot frontage of an "Agricultural (A1)" lot is 40 hectares and 200 metres respectively. The consent, once finalized, will result in a surplus farm lot that is undersized for the A1 zone. The applicant has applied for a rezoning application for the surplus lot, to rezone the lands from "Agricultural (A1)" to "Rural Residential (RUR)", where the minimum lot frontage is 100 metres, and the minimum lot area is 0.8 hectares. A special provision is proposed as part of this rezoning, to reduce the minimum lot frontage from 100 metres to 30 metres. The minimum lot area is being maintained. This is supported by staff as it results in the least amount of impact to the agricultural productivity of the retained lands.

The second part of this amendment includes rezoning the retained lands from "Agricultural (A1)" to "Agricultural (A1-xx)" to restrict the property from being used for residential purposes. This ensures consistency with broader local, county and provincial policy objectives, that have been defined above.

Comments Received to Date (Combined with Consent Application)

Comment Received By	Summary of Comments
Grey Sauble Conservation Authority	<p>Recommended that an access easement be provided across a small section of the existing driveway to provide access to the western fields on the retained parcel.</p> <p>As no development is being proposed within a regulated area, a permit under Ontario Regulation 41/24 will not be required.</p> <p>The subject property is within the Special Policy Area for potential Karst Topography and/or shallow soils over bedrock, as designated in the County of Grey</p>

	<p>Official Plan. As there is no proposed development within a hazard area or area identified as having the potential for karst, this application is consistent with Section 5.2 of the PPS.</p> <p>GSCA has no objections to the proposal for the consent and zoning by-law amendment applications</p>
County Planning	<p>As the subject lands are approximately 41 hectares in size and Fairmount Farms Ltd. is a bona fide farmer, staff have no concerns.</p> <p>Generally staff are not supportive of irregular shaped severed parcels and recommend that the frontage-to-depth ratio of the lot be 1:3 and that the lot can meet the minimum standards in the local zoning by-law. However, it appears that the severed parcel has been designed in a manner to remove a minimal amount of tilled land from production. Additional comments should be received from municipal staff in this regard.</p> <p>Staff have no comments regarding the identified bedrock resource on the subject lands.</p>
County Ecology	<p>County Planning Ecology staff have reviewed the application and have no concerns.</p> <p>Should the applicant seek to injure or destruct trees on lands that extend more than 15 metres from the outer edge of which a Building Permit has been issued, staff recommend consulting the County's Forestry Management By-law.</p>
Grey Highlands Transportation and Public Spaces Department	Retained parcel would require an approved field entrance location
Grey Highlands Environmental Services Department	No comments or concerns from Environmental Services at this time.
Fire Chief	No concerns from Fire & Emergency Services

PLANNING JUSTIFICATION REPORT

APPLICATION FOR CONSENT TO SEVER & ZONING BY-LAW AMENDMENT

SUBJECT LANDS:

806097 Sideroad 25, Municipality of Grey Highlands, County of Grey.



MARCH 2026

Subject lands:

Roll No.: 420839000507500
CON 6 E PT LOT 25
806097 Side Road 25
Municipality of Grey Highlands
County of Grey

Prepared for:

Fairmont Farms Ltd.
c/o Jon Wiley
File: 25025

Prepared by:



978 First Ave West
Owen Sound, ON, N4K 4K5
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Email: cuesta@cuestaplanning.com

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Appendix A: Site Plan

1.0 BACKGROUND AND CONTEXT

1.1 Purpose of Report

Cuesta Planning Consultants Inc. (CPC) has been retained by Mr. Jon Wiley, of Fairmont Farms Ltd., to coordinate the required zoning by-law amendment and consent to sever applications to create a residential lot with an existing dwelling surplus to a farm, on lands legally described as CON 6 E PT LOT 25 in the Geographic Township of Euphrasia, Municipality of Grey Highlands, County of Grey.

This report will examine the merits of the proposed use by evaluating the proposal against the following policies:

- ❖ The Provincial Planning Statement (PPS);
- ❖ The County of Grey Official Plan (Recolour Grey, GCOP);
- ❖ The Official Plan of the Municipality of Grey Highlands; and,
- ❖ The Comprehensive Zoning Bylaw of the Municipality of Grey Highlands, 2004-50.

This report and related materials are intended to satisfy the requirements of Sections 34 (10.1) & (10.2) & 53 (2) & (3) of the Planning Act, regarding the submission of a complete application.

1.2 Location, Description of Subject Lands & Surrounding Land Uses

The subject lands are 41.50 hectares in area and consist of an eastern portion of the original crown survey lot. The subject lands are irregular in shape.

The subject lands are used as a farm. The farm cluster is located south of the centre of the lot and includes a residential dwelling, barn, detached garage, and a smaller shed. All buildings are accessed by a single driveway from Sideroad 25. The existing barn has been converted and is no longer used for agricultural purposes. The agricultural operation consists of cash cropped fields separated by windbreaks/hedgerows.

The northern section of the subject lands is wooded. The topography of the subject land is generally level or gently sloping.

The predominant land use in the surrounding area is agriculture. Three farms to the east and south include livestock facilities. There are large woodland areas located to the north and the west. A small number of parcels to the west are used as residential non-farm lots.

Rocklyn Creek is located to the southwest. Beaver Valley, a natural feature of the Niagara Escarpment, is located approximately 1.8 kilometres to the east.

The uses on adjacent lands are summarized below:

- ❖ **North:** Agriculture and Woodland
- ❖ **South:** Agriculture
- ❖ **East:** Agriculture
- ❖ **West:** Agriculture, Woodland, and Rural Residential

The nearest settlement areas are the Village of Rocklyn, approximately 1.5 kilometres to the south, the Village of Walters Falls, approximately 9 km to the west, and Clarksburg, approximately 10 kilometres to the northeast. See **Figure 1** for the Location Plan of the subject lands.

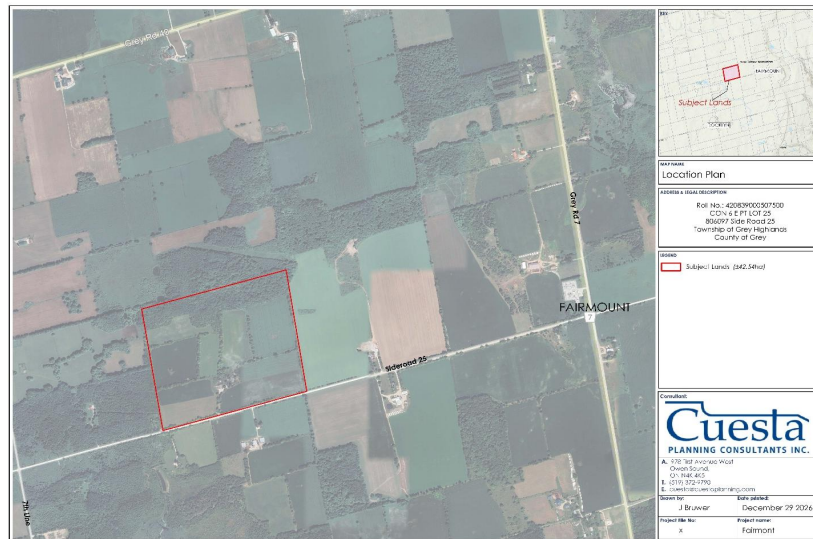


Figure 1: Location Map

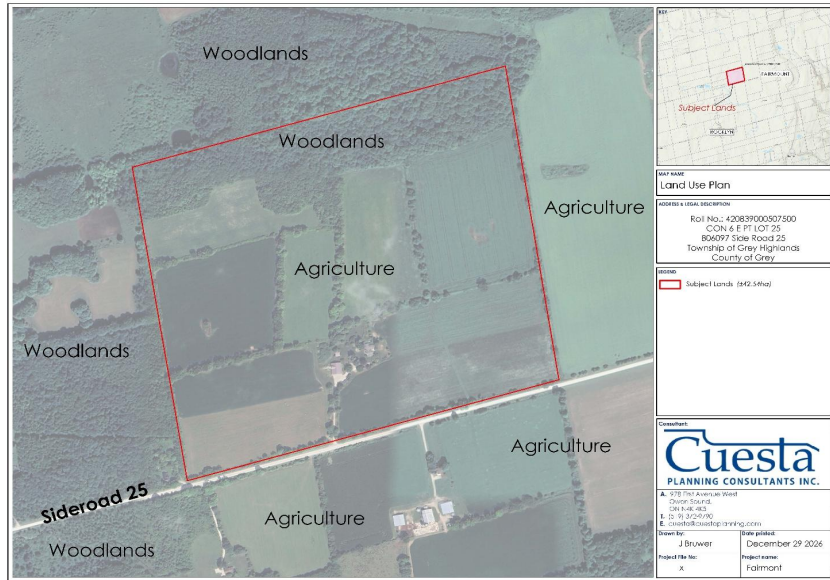


Figure 2: Surrounding Land Use

1.3 Background and Description of Proposal

The proposal will involve the creation of a residential lot for an existing farm dwelling. The existing farm residence is surplus to the needs of Mr. Wiley. The severed lands would be approximately 1.59 hectares in area, and the retained lands will be approximately 40.95 hectares in area.

As with all surplus farmstead consents, the retained farmland will be zoned to prohibit any future residential use. See **Figure 3** (and **Appendix A**) for the included **Site Plan**.

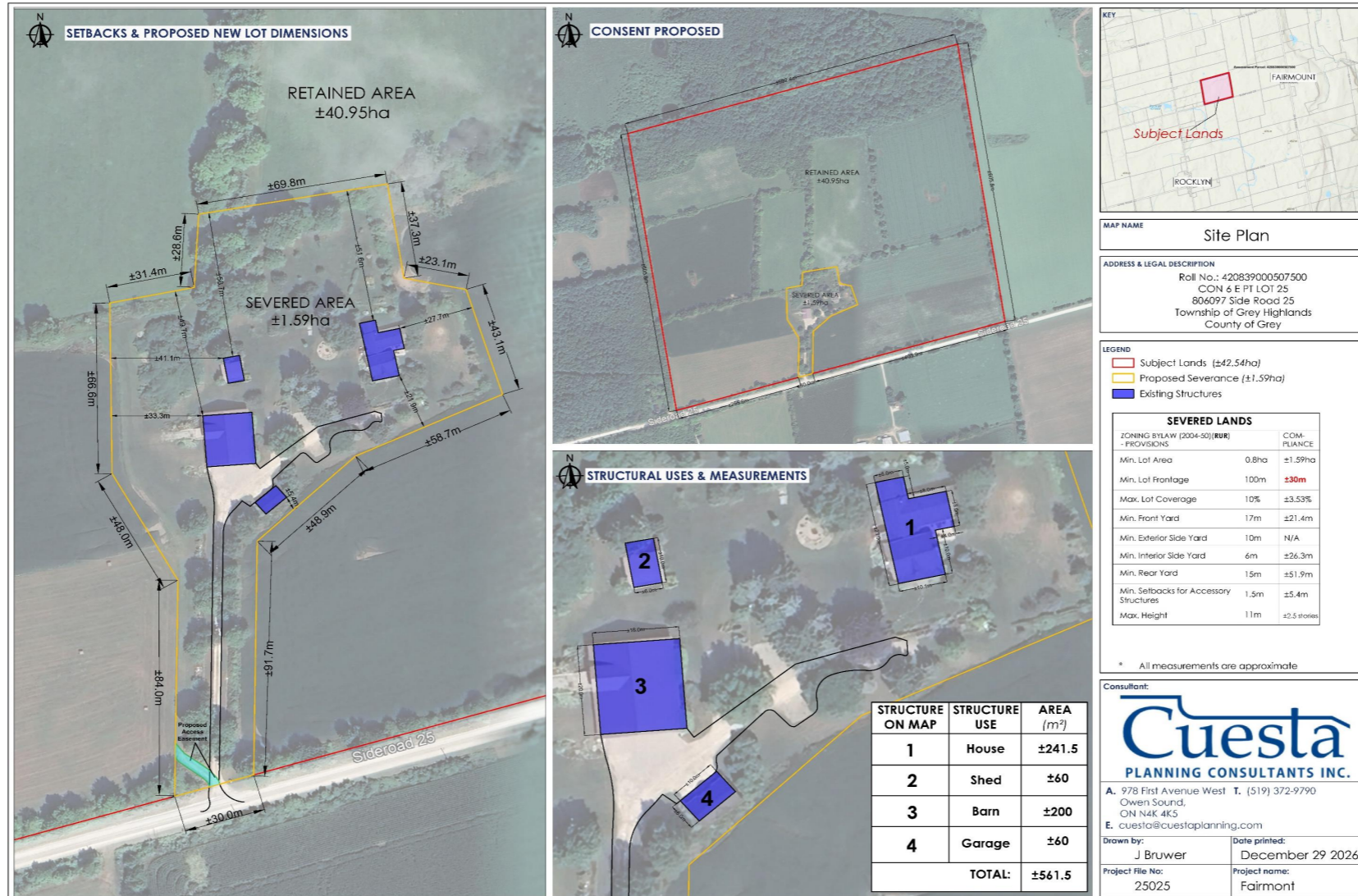


Figure 3: Site Plan – see Appendix A for full size plan

1.4 Pre-Submission Consultation and Approvals Required

Cuesta Planning Consultants Inc. met with Municipality of Grey Highlands' planning staff in January 2026 to review the application. Planning staff did not identify any concerns with the proposal and did not provide further written comments.

CPC Inc. also contacted the County of Grey in December 2025. County staff noted that the proposal represented a typical surplus farm dwelling consent to sever. No other areas of County interest or concern were specifically mentioned. County staff did indicate that their biologist would review the application from a natural heritage perspective once submitted. The county biologist was not available to review the proposal at the time of the pre-submission consultation request.

The following documentation is submitted as part of this application package:

1. Planning Justification Report
2. Application Form
3. Site plan (see Appendix A)
4. Parcel Register

Table 1: Approvals Required

Application	Approval Authority
A Zoning by-law amendment is required to: <ul style="list-style-type: none">• Prohibit residential uses on the retained farm parcel.• Provide site-specific standards to accommodate the proposed consent to sever application.	Municipality of Grey Highlands
A consent to sever is required to: <ul style="list-style-type: none">• Sever one (1) residential lot containing an existing dwelling and outbuildings from the farm lot.	Municipality of Grey Highlands

2.0 LAND USE POLICY CONSIDERATIONS

The following analysis considers how the proposal will meet the goals and intent of the applicable land use policy and remain compatible with surrounding land uses. Considering provincial, county and local policies, it will be determined how the proposal represents appropriate land use planning.

In addition to the Provincial Planning Statement (PPS), the County of Grey Official Plan (Recolour Grey), Municipality of Grey Highlands Official Plan, and the Municipality of Grey Highlands Zoning By-law 2004-50, provide land use policy applicable to the proposal.

2.1 Provincial Planning Statement, 2024

As stated under Section 3 of the Planning Act, all decisions by any authority that affect a planning matter shall be consistent with the Provincial Planning Statement (PPS). Any decisions made on or after October 20, 2024 are to be consistent with the 2024 PPS.

Any land use decision must be assessed against the applicable provisions of the PPS. Although the PPS is to be read in its entirety, the following provisions are deemed to be the most applicable to the consideration of the proposal.

Chapter 3: "Infrastructure and Facilities"

Chapter 4: "Wise Use and Management of Resources"

Table 2: Provincial Planning Statement Evaluation

PPS EVALUATION	
AGRICULTURAL LOT CREATION POLICIES	4.3 Agriculture
	4.3.2 Permitted Uses
	1. In prime agricultural areas, permitted uses and activities are: agricultural uses, agriculture-related uses and on-farm diversified uses based on provincial guidance.
	3. New land uses in prime agricultural areas, including the creation of lots and new or expanding livestock facilities, shall comply with the minimum distance separation formulae.
	4.3.3 Lot Creation and Lot Adjustments
	1. Lot creation in prime agricultural areas is discouraged and may only be permitted in accordance with provincial guidance for:
	c) one new residential lot per farm consolidation for a residence surplus to an agricultural operation, provided that:
	1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services; and

PPS EVALUATION

2. the planning authority ensures that new dwellings and additional residential units are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new dwellings or additional residential units are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches that achieve the same objective.

POLICY EVALUATION: Lot creation in agricultural areas is limited by policy. However, surplus farm dwelling severances are permitted. To meet the policy, the retained lands will be rezoned to prohibit residential uses.

With the general trend of farm consolidation in Ontario, the farm homestead usually will fall into disrepair. This has resulted in an overall decline in housing stock in rural areas. This proposal will enable the farm operation to continue and permit the existing dwelling to be sold and continue as a residential use. The proposed severed lot has been designed to remove a minimal amount of tilled land from production.

Minimum Distance Separation Formulae (MDS) does not apply to this proposal. There is no livestock facility located on the retained lands. MDS 1 is not applied in the case of livestock facilities not located on the land subject to the consent to sever application.

This proposal is being undertaken by Fairmont Farms Ltd. Fairmont Farms Ltd. is a bona fide farm operation and the subject farm dwelling is surplus to its needs.

NATURAL
RESOURCES

4.1 Natural Heritage

8. Development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas (significant woodlands) 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.

POLICY EVALUATION: Significant woodlands are mapped in the north of the subject lands. The nearest proposed boundary of the severed lot will be located at least approximately 160 m away from this feature and development is not proposed on the remnant lands. As such, an Environmental Impact Study is not required and no impact is anticipated on the significant woodlands as a result of this proposal.

PPS EVALUATION

AGGREGATE RESOURCES	<p>4.5 Mineral Aggregate Resources</p> <p>4.5.1 1 General Policies for Mineral Aggregate Resources</p> <p>1) Mineral aggregate resources shall be protected for long term use and, where provincial information is available, deposits of mineral aggregate resource shall be identified</p>
<p>POLICY EVALUATION: Appendix E to the Grey County Official Plan identifies the subject lands as being within a bedrock resource area. Under Policy 5.2.3 1)(b)(8), aggregates policies regarding residential non-farm lot creation do not apply in the case of a surplus farm dwelling severance.</p>	
SERVICES	<p>3.6 Sewage, Water and Stormwater</p> <p>4. (in part) Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not available, planned or feasible, individual on-site sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts.</p>
<p>POLICY EVALUATION: The proposal will continue using the existing private well and private sanitary septic services for the existing dwelling. The proposed severance boundaries have been designed to ensure that the existing system will comply with Ontario Building Code minimum setbacks to adjacent lot lines. The proposed severed lot area of approximately 1.59 hectares exceeds the threshold minimum lot area of 0.4 hectares requiring a nitrate loading study in the upper-tier official plan.</p>	

Summary:

This proposal complies with the applicable policies of the Provincial Planning Statement. A surplus farm dwelling severance is one of the limited kinds of lot creation permitted in the agricultural area. The proposed severed lot area has been designed as an irregular shape to minimize the loss of productive agricultural land. The retained lot will be rezoned to prohibit residential uses.

2.2 County of Grey Official Plan (Recolour Grey), Consolidated May 6, 2025

The subject lands are designated as Agricultural under Schedule 'A' of the Grey County Official Plan (GCOP). The GCOP contains lot creation policies specific to surplus farm dwelling severances, and because a severance is proposed, general policies regarding services will also apply.

Bedrock resources are mapped on the entirety of the subject lands, and significant woodlands are mapped on the northern portion of the subject land.

Although the CGOP is to be read in its entirety, the following provisions are deemed to be the most applicable to the consideration of the proposal.

5 "CULTIVATE GREY"

8 "MOVE GREY"

Table 3: County of Grey Official Plan Evaluation (Recolour Grey)

COUNTY OF GREY OFFICIAL PLAN EVALUATION	
AGRICULTURAL AND CONSENT POLICIES	<p>5.2 Agricultural Land Use Type</p> <p>5.2.1 Uses Permitted Policies</p> <p>4) Residential dwellings are generally permitted on existing lots of record, unless otherwise restricted by a zoning by-law amendment in the case of a surplus farmhouse severance.</p> <p>5.2.2 Agricultural Development Policies</p> <p>5) New land uses, including the creation of lots, and new or expanding livestock facilities shall comply with the Provincial MDS formulae. Municipal comprehensive zoning by-laws shall incorporate Provincial MDS formulae.</p> <p>c) MDS I is applied to a surplus farm dwelling severance when the dwelling is presently located on the same lot as a livestock facility, only if the livestock facility is not to be included in the severed lands. MDS I does not apply to neighbouring livestock facilities that are located on lots that are currently separate from the existing dwelling to be severed. For the purposes of this policy, a surplus farmhouse shall also be defined the same as severing an existing house from a farm or non-farm sized lot.</p> <p>5.2.3 Consent Policies</p> <p>Lot creation in the Agricultural land use type is generally discouraged and may only be permitted for agricultural uses, agricultural-related uses, surplus farmhouse severances, infrastructure, and conservation lots in accordance with section 5.2.3 of this Plan.</p>

COUNTY OF GREY OFFICIAL PLAN EVALUATION

AGRICULTURAL LOT CREATION POLICIES	<p>1) A consent for one new lot may be permitted provided the original farm parcel is a minimum of 40 hectares. The options for consent would be:</p> <p>b) New residential lots are not permitted in the Agricultural land use type. Where a house is deemed surplus to a farm operation as a result of farm consolidation, a lot may be severed provided that:</p> <p>1) The owner of the lands to be severed is a 'bona fide farmer', or as a condition of the consent application the lands will be sold to a 'bona fide farmer'. For the purposes of this policy, the 'bona fide farmer' must have a farm business registration number. A 'bona fide farmer' is defined to include a limited company, sole proprietorship, incorporated company, numbered company, partnership, and other similar ownership forms.</p> <p>2) The lot proposed for the surplus farmhouse (and accessory buildings if applicable) will be limited in area and shall only be of sufficient size to accommodate the surplus farmhouse to the farming operation, accessory buildings (including any unused livestock facility, if this does not make the lot excessively large), a well, and a sewage treatment and disposal system, while ensuring that as little land as possible is removed from the agricultural lands.</p> <p>3) Unless added onto an abutting farm parcel that already contains a dwelling, the remnant farm parcel shall be rezoned to prohibit the future construction of a new residential dwelling of any type.</p> <p>4) The severance of a surplus farmhouse shall comply with Provincial MDS Formulae. For the purposes of this section, only livestock facilities situated on the farm parcel from which the surplus farmhouse is being severed, shall be used in determining Provincial MDS Formulae compliance</p> <p>5) Given that no new house can be built as a result of the surplus farmhouse being severed from the land holding, the requirements for an environmental impact study, do not apply; however no new surplus farmhouse severances will be permitted in the Aggregate Resource Areas identified on Schedule B to this Plan; and,</p> <p>6) The existing farmhouse is habitable at the time of application.</p>
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COUNTY OF GREY OFFICIAL PLAN EVALUATION

- 7) If an existing livestock facility is located within close vicinity of the surplus farmhouse, it is recommended that it be included in the severed parcel and be converted to a decommissioned livestock facility.
- 8) If a livestock barn is located on the retained parcel and fails to meet MDS requirements relating to a severed surplus farmhouse, it is recommended that it be converted to a decommissioned livestock barn.
- 9) Policies 5.6.2(8) and 5.6.6(2) shall not constrain a surplus farmhouse severance. Non-farm size lot creation (i.e., the surplus farmhouse and accessory buildings if applicable) may be considered under this policy section where an Aggregate Resource Area, Bedrock Resource Area and/or Shale Resource Area has been identified.

POLICY EVALUATION: As noted previously in this report, lot creation in agricultural areas is limited; however, surplus dwelling severances are permitted, subject to meeting certain criteria. Section 5.2.3 of Recolour Grey sets out the policy requirements for this type of consent.

As per the policy requirements, the proposed severed lot has been designed to remove a minimal amount of filled land from production. The retained parcel will meet the minimum lot area requirement of 40 hectares.

As noted previously in Table 2 of this report, Minimum Distance Separation Formulae (MDS) does not apply to this proposal. There is no livestock facility located on the retained lands. MDS I is not applied in the case of livestock facilities not located on the land subject to the consent to sever application as the potential for odour conflicts already exists. As the remnant parcel will be re-zoned to prohibit future residential development, there is no potential to create a new odour conflict with existing farming operations. The existing barn, which will remain with the farmstead, has been previously decommissioned and is used for storage purposes only.

Recolour Grey requires this type of consent be undertaken by a bona fide farm operation that can demonstrate the dwelling is surplus to its needs. Mr. Jon Wiley currently resides on a neighbouring farm, meeting this policy requirement.

The applicant purchased the subject lands in September 2025. The on-site dwelling was inhabited by the previous owner up to the date of sale and is in excellent condition.

COUNTY OF GREY OFFICIAL PLAN EVALUATION

As per the Grey County Official Plan, the subject lands are not in an Aggregate Resource Area under Schedule B. However, the subject lands are in a bedrock resource area under Appendix E. Under Policy 5.2.3 1)(b)(8), aggregates policies regarding residential non-farm lot creation do not apply in the case of a surplus farm dwelling severance. Similarly, Policy 5.2.3 1)(b)(5) exempts surplus farm dwelling consent proposals from the requirements for an environmental impact study.

Further evaluation of 7. Natural Grey and 5.6 Aggregate Resources Area and Mineral Resource Extraction Land Use Types policies is therefore not required.

SERVICES	8.9 Services, Utilities, Broadband and Other Technology Considerations 8.9.1 Services 4) The following hierarchy of water or sanitary servicing options will be used to evaluate any development applications within the County, except where specific exclusions are made through this Plan or where more detailed policies have been developed in a local official plan or secondary plan. The feasibility of the options will be considered in the following order of priority which will be assessed through a Servicing Options Study in accordance with the Ministry of the Environment, Conservation and Parks (MECP) D-5-3 Series Guidelines, or any subsequent update to these Guidelines: d) Individual on-site sewage services and individual on-site water services in accordance with the policies contained in Section 8.9.1. 18) New lot creation less than 0.4 hectares in size on individual private services, or on partial services using private individual septic systems, shall only be considered with the successful completion of a nitrate study demonstrating that the lot can be serviced in accordance with the Ministry of the Environment, Conservation and Parks (MECP) D-5 Series Guidelines, or any successor thereto.
----------	--

POLICY EVALUATION: The proposal will involve the continuation of the existing private well and private sanitary septic services for the existing dwelling. As previously noted in Table 2, the proposed severance boundaries have been designed to ensure that the existing system will be comply with Ontario Building Code minimum setbacks to adjacent lot lines. A nitrate loading study is not warranted. This proposal does not involve new individual services, there is no karst

COUNTY OF GREY OFFICIAL PLAN EVALUATION

mapped on the subject lands, and the proposed severed lot area of approximately 1.59 hectares exceeds the threshold minimum lot area of 0.4 hectares requiring a nitrate loading study.

Summary:

This proposal meets the intent of the Grey County Official Plan. Fairmont Farms Ltd. will conduct the surplus farm dwelling severance, a bona fide farm operator. The existing residential dwelling is habitable. No new development is being proposed by the application, meeting policy requirements related to MDS Guidelines, natural heritage and mineral aggregate resources.

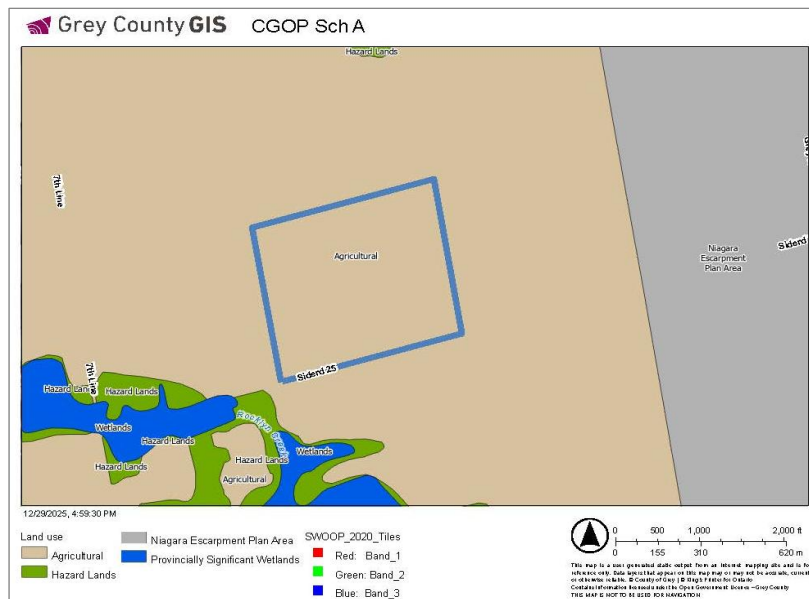


Figure 4: County of Grey Official Plan – Schedule 'A'

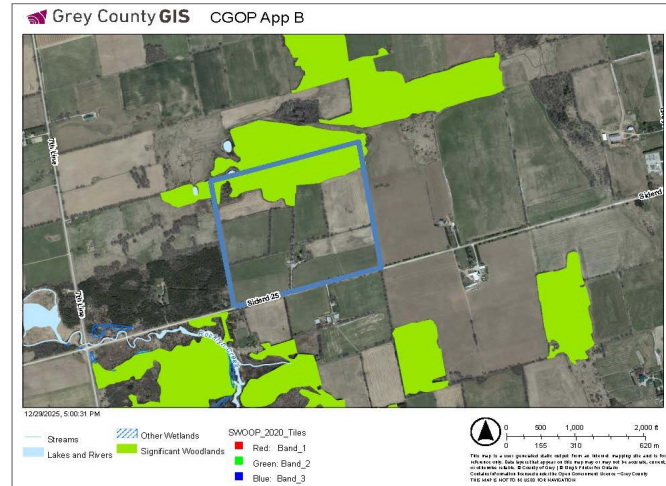


Figure 5: County of Grey Official Plan – Appendix 'B'

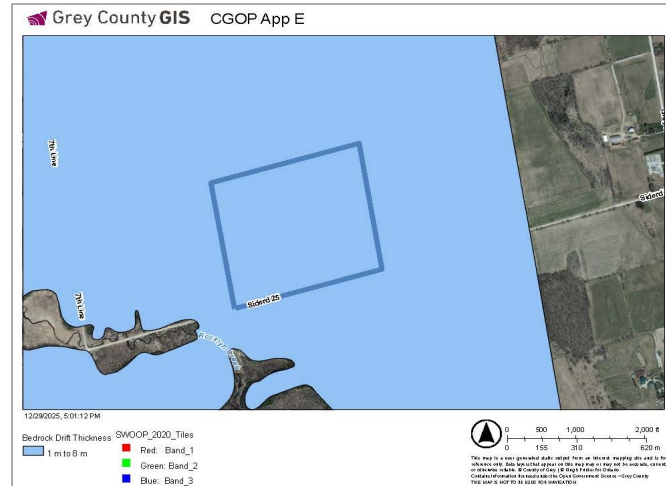


Figure 6: County of Grey Official Plan – Appendix 'E'

2.3 Municipality of Grey Highlands Official Plan, February 22, 2017

The subject lands are designated as Agricultural under Schedule 'A' of the Municipality of Grey Highlands Official Plan (GHOP). The policies under the GHOP are largely reflective of the GCOP, however there are specific municipal areas of interest that are addressed in the general consent policies. Although the GHOP is to be read in its entirety, the following provisions are deemed to be the most applicable to the consideration of the proposal.

SECTION 3.0: DEVELOPMENT CRITERIA

SECTION 4.0: LAND USE DESIGNATIONS

Table 4: Municipality of Grey Highlands Official Plan Evaluation

MUNICIPALITY OF GREY HIGHLANDS OFFICIAL PLAN (September 22, 2017)	
AGRICULTURAL AND CONSENT POLICIES	<p>Section 4 – Land Use Designations</p> <p>4.1. Agricultural</p> <p>4.1.1. Permitted Uses</p> <ul style="list-style-type: none">o Agricultural useso Single detached dwelling <p>4.1.3. Consent Policies</p> <p>(1) A consent for one lot may be permitted provided the original farm parcel is a minimum of 40 hectares and no non-farm lot creation has been provided for in the past. The creation or acquisition of a lot by a public body (ie. a road deviation) will not be considered as a previous severance providing this does not result in an additional remnant lot. The options for consent would be:</p> <p>(b) where a residence is deemed surplus to a farm operation as a result of farm consolidation, provided that:</p> <p>i. The owner of the lands to be severed is a 'bona fide farmer', for the purposes of this policy a bona fide farm shall have a Farm Business Registration number. For the purposes of this policy, the 'bona fide farmer' shall be defined as to include a limited company, sole proprietorship, incorporated company, numbered company, partnership and other similar ownership forms;</p> <p>ii. the lot proposed for the residence and buildings surplus to the farming operation shall be limited in area and shall only be of sufficient size</p>

MUNICIPALITY OF GREY HIGHLANDS OFFICIAL PLAN (September 22, 2017)

AGRICULTURAL
AND CONSENT
POLICIES

to accommodate the residence surplus to the farming operation, accessory buildings (where including accessory buildings does not render the lot excessively large), a well and a sewage disposal system, while ensuring that as little land as possible is removed from the agricultural lands;

iii. The remnant parcel shall be rezoned to prohibit the future erection of a residential dwelling of any type on the agricultural lands provided that a residential dwelling does not exist at the time of severance.

iv. MDS 1 is applied to a surplus farm dwelling severance when the dwelling is presently located on the same lot as the subject livestock facility. MDS 1 does not apply to the neighbouring livestock facilities that are located on lots that are separate from the existing lot subject to the proposed surplus farm dwelling severance.

v. The existing residence is habitable at the time of application.

(g) The General Development Policies (Section 3) of this plan shall apply to all consent applications

3.1 General Consent Policies

b) The land division shall promote development in an orderly and contiguous manner, and shall not conflict with the established development pattern of the area.

c) The proposed use is compatible with existing and future permitted land uses on adjacent lands.

p) Locational criteria for new lots created by consent will be cognizant of; sight lines, distances to intersections and other driveways, access, environmental implications (significant woodlots, hazard, and wetlands), distances to adjacent buildings and other residential lots, and drainage and topography.

q) All new entrances will be subject to approval of the road authority having jurisdiction.

POLICY EVALUATION: The Municipality of Grey Highlands Official Plan surplus farm dwelling consent policies echo those of the Grey County Official Plan.

MUNICIPALITY OF GREY HIGHLANDS OFFICIAL PLAN (September 22, 2017)

It has been demonstrated elsewhere in this report, that Fairmont Farms Ltd. is a bona fide farming operation and the on-site dwelling is surplus to its needs. As noted in Table 3, the proposed lot will be limited in area to maximize cropland on the remnant lands. The retained parcel will be re-zoned to prohibit residential development in keeping with the intent of provincial policy and guidelines related to the protection of agricultural resources and Minimum Distance Separation requirements.

The Municipality of Grey Highlands Official Plan also prescribes general consent policies to surplus farm dwelling severances. The proposal represents orderly and contiguous development. While the lot shape is irregular, this is necessary to maintain as much agricultural land as possible. As the proposal will involve the separate continuation of an existing residential use and an existing farm use, compatibility with surrounding land uses is not fundamentally changing as a result of this proposal. No new entrances onto Sideroad 25 are required to facilitate the proposal. Existing field access will be maintained at the existing entrance by means of an easement.

NATURAL RESOURCES	Section 3.0 - Development Criteria (f) Development and Site Alteration within the adjacent lands (between 50 metres – 120 metres) of a significant natural heritage feature will require the completion of an Environmental Impact Study, prepared to the satisfaction of the appropriate approval authority, in accordance with the policies of Section 3.3 - Environmental Impact Study of this Plan.
	Section 4 – Land Use Designations 4.11. Special Constraints Area 4.11.8. Significant Woodlands (a) Significant Woodlands mapping as shown on Schedule C – Constraint Mapping has now been development by the County of Grey in concert with the Ministry of Natural Resources and Forestry (MNRF). It is acknowledged that there may be inaccuracies in the mapping; however, it does show areas of environmental constraint. Further the policies are in place to correct for any inaccuracies in the mapping. No development and site alteration is permitted within the significant woodlands and the associated adjacent lands (120 metres) unless it has been demonstrated through an

MUNICIPALITY OF GREY HIGHLANDS OFFICIAL PLAN (September 22, 2017)

	Environmental Impact Study that there will be no negative impacts on the natural features or on their ecological functions. Fragmentation of the woodlands is generally discouraged.
	POLICY EVALUATION: Significant woodlands are mapped in the north of the subject lands. As the nearest proposed boundary of the severed lot will be located at least approximately 160 m away from this feature and no development is proposed on the retained lands, no impact on the significant woodlands is expected from the proposal.
SERVICES	<p>Section 3.0 - Development Criteria</p> <p>The following criteria will apply to all development conditions, in addition to the more specific criteria located within Section 4: Land Use Designations.</p> <p>(a) In accordance with the servicing hierarchy policies of this Plan, the preferred method of servicing shall be municipal water and municipal sewer systems, followed by private communal services. Should municipal or private communal services not be feasible, individual on-site private services can be considered. All new development proposed on private services must demonstrate that an adequate quality and quantity of water is available, and that soils are suitable to support an individual waste disposal system. This Plan encourages upgraded septic systems. An independent engineering report may be required in support of new development in accordance with Ministry of Environment and Climate Change (D-5 Series Guidelines – Reasonable Use or any successor thereto).</p> <p>POLICY EVALUATION: As noted elsewhere in this report, the proposal will involve the continuation of the existing private well and private sanitary septic services for the on-site dwelling. The proposed severed lot area of approximately 1.59 hectares is of sufficient size to accommodate the dwelling and associated infrastructure without off-site impacts.</p>

Summary:

This proposal meets the intent of the Municipality of Grey Highlands Official Plan. The proposal is compatible with the surrounding area and there will be no change to the present uses as a result of this proposal. No impacts on any other specific areas of provincial, county, or municipal interest are anticipated because of this proposal. This proposal will enable the existing residential use and the existing farm use to continue under separate ownership. The surplus farm dwelling consent policies allow the agricultural use to continue without forcing the farm operator into the choice of

either becoming a landlord to a residential tenant or allowing the existing dwelling to fall into disrepair resulting in the loss of a residential use in the rural area. This meets the overall intent of the policy regarding farm dwelling severances.

2.3 The Municipality of Grey Highlands Zoning By-law Number 2004-50

The subject lands are in the 'A1' – Agriculture Zone. The 'A1' Zone permits both agricultural uses and a single detached dwelling. This zone prescribes a minimum lot area of 40 hectares and a minimum lot frontage of 200 m.

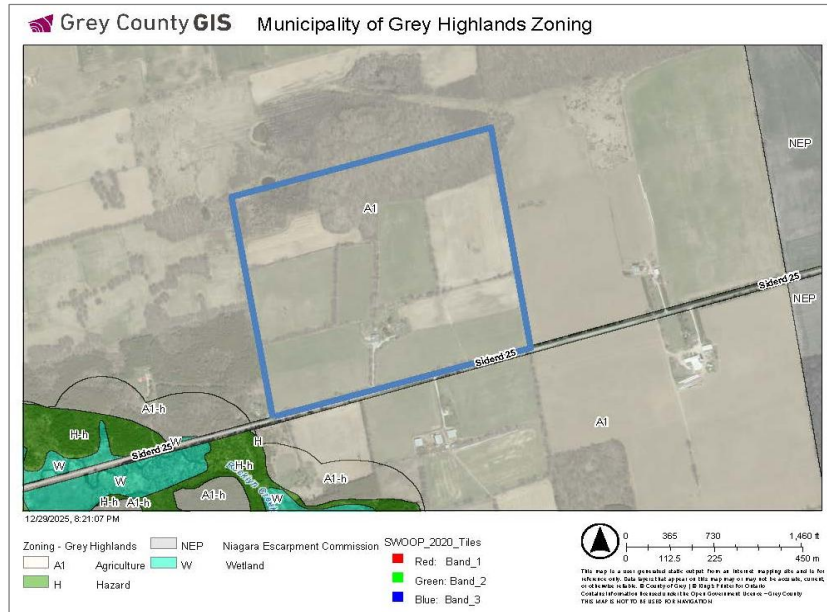


Figure 7: Municipality of Grey Highlands - Zoning

A zoning by-law amendment will be required. In accordance with the requirements of the policy, the retained agricultural parcel will be rezoned to prohibit residential dwelling units. The zoning by-law amendment will also include any required exceptions for the severed non-farm residential lot.

There will be no buildings or structures on the retained lot, and therefore minimum yard and minimum lot coverage provisions would not apply.

The Municipality of Grey Highlands generally applies a separate zone category to non-farm sized lots in agricultural and rural areas. Therefore, it is proposed that the area of the severed lot be rezoned from A1 to 'RUR' – Rural Residential with relief from the minimum frontage from 100m to 30m. The retained farmland should be zoned to an A1-Special zone to prohibit residential development.

3.0 SUMMARY AND CONCLUSIONS

The proposed zoning by-law amendment and consent to sever applications will create a lot consisting of a farm dwelling surplus to a farm operation. The severed lot will include the existing dwelling and outbuildings. The retained lot will include the farm operation. The land uses on the subject lands will not change.

There are no other natural resources or matters of provincial or local interest that would constrain this proposal.

In consideration of the forgoing analysis, the following is concluded:

1. The proposal is consistent with the Provincial Planning Statement, as surplus farm dwelling severances are permitted, provided that they are limited in area to accommodate the existing residential use, accessory uses, and private services while minimizing the loss of agricultural land, and further that residential uses are prohibited on the retained farm parcel;
2. The proposal meets the intent of the Grey County Official Plan, as the surplus farm dwelling severance is a permitted type of limited development in the agricultural area, the existing residence is habitable, and the applicant is a bona fide farm operator;
3. The proposal meets the intent of the Municipality of Grey Highlands Official Plan, as the proposal represents orderly development and will not change the overall land use compatibility of uses on the subject lands with the surrounding area;

4. An amendment to the Municipality of Grey Highlands Zoning By-law Number 2004-50 is required to rezone the severed lot to recognize a reduction in minimum lot frontage, and to rezone the retained lot to prohibit residential uses; and,
5. The proposal represents appropriate rural planning principles.

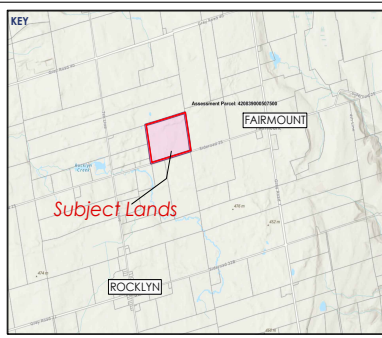
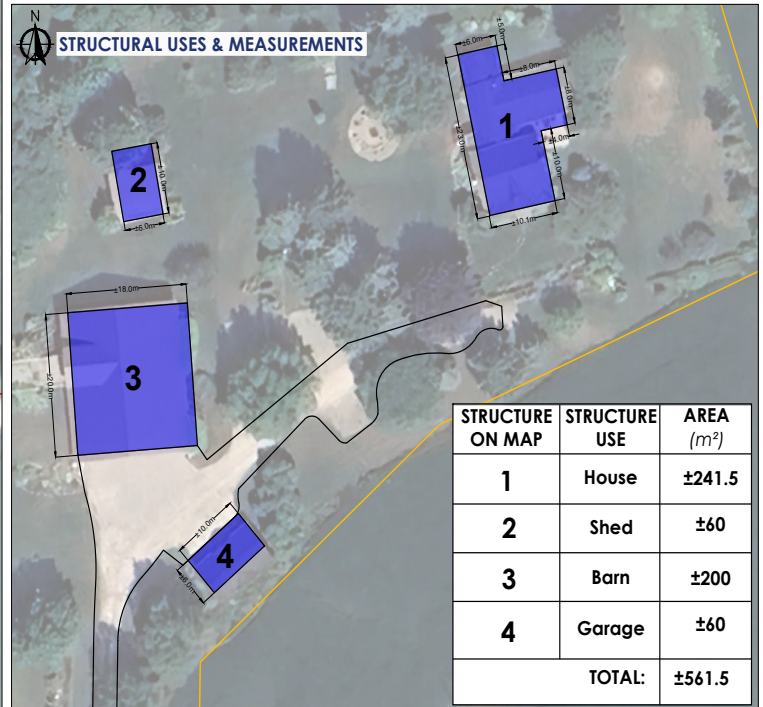
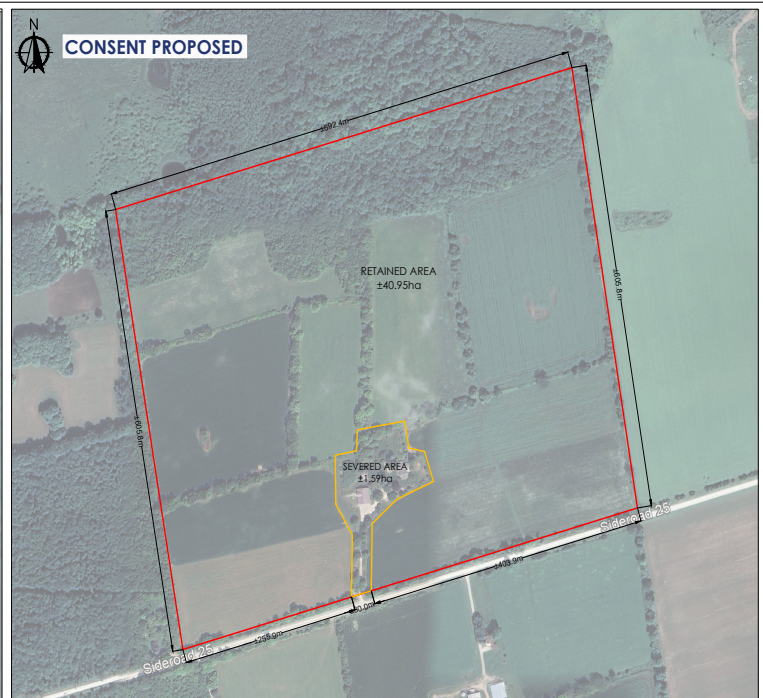
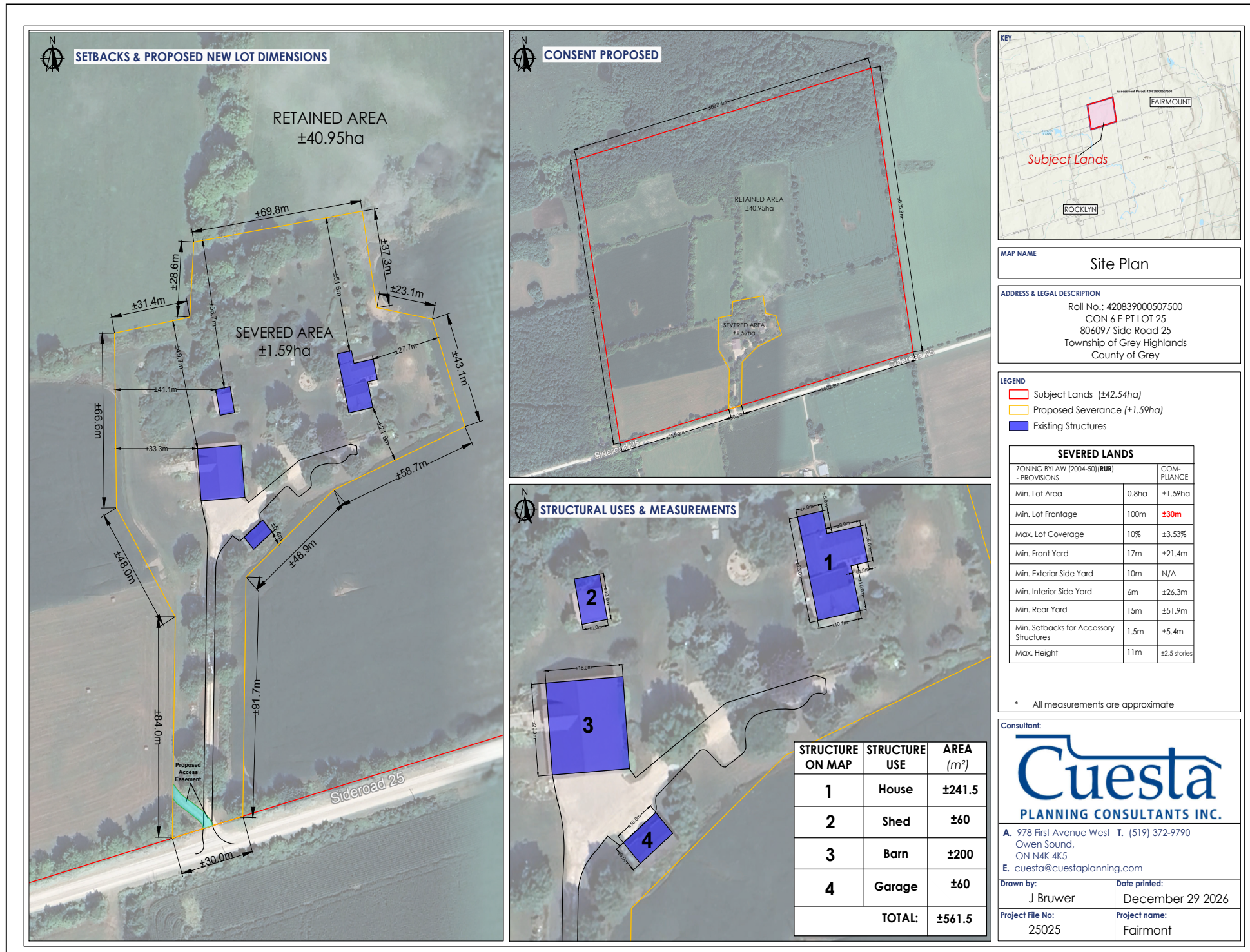
Respectfully submitted,



Prepared by **Genevieve Scott**, MCIP, RPP
Cuesta Planning Consultants Inc.

APPENDIX A

Site Plan



MAP NAME
Site Plan

ADDRESS & LEGAL DESCRIPTION
Roll No.: 420839000507500
CON 6 E PT LOT 25
806097 Side Road 25
Township of Grey Highlands
County of Grey

LEGEND

- Subject Lands (±42.54ha)
- Proposed Severance (±1.59ha)
- Existing Structures

SEVERED LANDS		
ZONING BYLAW (2004-50) (RUR) - PROVISIONS		COMPLIANCE
Min. Lot Area	0.8ha	±1.59ha
Min. Lot Frontage	100m	±30m
Max. Lot Coverage	10%	±3.53%
Min. Front Yard	17m	±21.4m
Min. Exterior Side Yard	10m	N/A
Min. Interior Side Yard	6m	±26.3m
Min. Rear Yard	15m	±51.9m
Min. Setbacks for Accessory Structures	1.5m	±5.4m
Max. Height	11m	±2.5 stories

* All measurements are approximate

Consultant:
Cuesta
PLANNING CONSULTANTS INC.

A. 978 First Avenue West T. (519) 372-9790
Owen Sound,
ON N4K 4K5
E. cuesta@cuestaplanning.com

Drawn by: J Bruwer Date printed: December 29 2026
Project File No: 25025 Project name: Fairmont

Planning Report

TO: Council
FROM: Ashley Bilodeau
DATE: Public Planning Hearing - 22 Jun 2026
REPORT: Planning Report 2026-32
SUBJECT: OP01.2026 & Z16.2026

RECOMMENDATION:

That Planning Report No. 2026-032: OP01.2026 & Z16.2026 Old Durham Enterprise Inc. be received for information.

Application:

Pre-consultation file: P13.2025

Location:

The property is legally described as PT LT 21, CON 1 SDR ARTEMESIA AS IN R486981, GREY HIGHLANDS.

Civic Address: 113451 Grey Road 14

Registered Owner:

Registered Owner: Old Durham Enterprise Inc.

Agent: Ron Davidson Land Use Planning Consultant Inc.

Proposal:

The subject property is a 19.24 hectare parcel of land located at the southeastern corner of Durham Road B and Grey Road 14. The property mostly remains in a natural state, with approximately 3 hectares of active tillable land. The property is designated Agricultural, Rural and Hazard Lands in the Official Plan and zoned "Agricultural (A1)" and Environmental Protection (EP)" in the Municipality's Zoning By-law.

The proposal involves the construction of a single detached dwelling and barn/shed on their property, along with a 250 square metre workshop to accommodate a small business (on-farm diversified use) involving the making of plastic products through injection molding. The shop will be situated in an area of the property that is subject to the "Agricultural (A1)" and "Agricultural Holding (A1-h)" zones.

Based on the County and local Official Plan, an On-Farm Diversified Use (OFDU) is not permitted on properties less than 20 hectares. The applicant has applied for a local Official Plan Amendment to recognize the deficiency of 0.76 ha, and a rezoning application to lift a hold in the small portion of the property, and rezone the property from "Agricultural (A1)" and "Agricultural Holding (A1-h)" to "Rural Commercial Exception (C4-xx)" zone. The applicant proposed use is intended to occupy 2,340 square metres of land, thereby meeting the general intent of the County's Official Plan language related to OFDU.

If successful, the rezoning application will rezone a portion of property from "Agricultural (A1)" and "Agricultural Holding (A1-h)" to Rural Commercial Exception (C4-xx)" The site specific exception will permit the manufacturing and fabrication of agricultural and automotive components within the OFDU, as well as recognize the deficient lot area of 19.24 hectares and the maximum outdoor storage area of 100.0 square metres.

Overview (Purpose and Effect):

The purpose of these applications are as follows:

(1) The local Official Plan Amendment is to recognize the deficiency in required lot area to accommodate an On-Farm Diversified Use from 20 hectares to 19.24 hectares, and recognize the size of the OFDU at 2,340 square metres.

(2) The Zoning By-law Amendment application is to amend the Municipality of Grey Highlands Zoning By-law 2004-50 by rezoning a portion of the subject lands from "Agricultural (A1)" to "Rural Commercial Exception (C4-xx)", to permit the establishment of an on-farm diversified use.

The effect of the By-law is:

1. On lands zoned C4-xx, the following uses shall be permitted in addition to all uses that are permitted in the C4 zone:

- i. The fabrication, manufacturing, storage, and wholesale of automotive or agricultural components.
- ii. A sawmill operation including the assembly, storage, and wholesale of wood furniture products.
- iii. The assembly, storage and wholesale of plastic products.
- iv. The construction, storage and sale of garden sheds.

2. That the minimum lot area be 19.24 hectares.

3. That the maximum outdoor storage area be 100.0 square metres.

(3) The Zoning By-law Amendment application will also lift the hold in a small section of the property, as seen on the site plan.

Background and Analysis:

Please see the Professional Planning Analysis that is attached to this Report.

Approved By

Status

Karen Govan, Chief Administrative Officer

Approved - 16 Jun 2026



ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

The Municipality of Grey Highlands has received an application to amend the Zoning By-law. The application is being considered under the requirements of the *Planning Act RSO 1990* and applicable regulations. The purpose of this notice is to inform you of the application and invite you to observe Council's decision on this matter.

Public Hearing Information:

When: Monday June 22, 2026 at 5:00 PM

Where: Online zoom meeting – To register: www.greghighlands.ca/register

To watch the meeting: www.greghighlands.ca/watchlive

Your online registration will give you the ability to attend either online or by telephone. If you need assistance with the registration process, or cannot access the registration link, please call 519-986-2811 extension 228.

The Proposal:

Application Number: Z16.2026

The subject application relates to the property having address 113451 Grey Road 14, known legally as PT LT 21 CON 1 SDR ARTEMESIA AS IN R486981; GREY HIGHLANDS. The property has roll number 420818000507300.

The purpose of the application is to amend the zoning by-law 2004-50 to remove the holding provision and to rezone a portion of the subject lands to permit an On-Farm Diversified Use.

Related file: OP01.2026

The following key map shows the location of the subject lands. A detailed sketch is attached to illustrate the proposed works.





ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

Your Rights to Appeal

If a person or public body does not make oral submissions at a public meeting or or public body make written submissions to the Municipality of Grey Highlands before the by-law is passed, the person or public body:

- i) is not entitled to appeal the decision of Grey Highlands Council to the Ontario Land Tribunal; and
- ii) 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.

Please visit <http://www.ontario.ca/> for information on filing an appeal for information on filing an appeal

*Notwithstanding the above, only a 'person' listed in subsection 17(36) of the Planning Act may appeal the decision of the Municipality of Grey Highlands to the Ontario Land Tribunal (OLT) as it relates to the proposed Zoning By-Law Amendment. Below is the prescribed list of 'persons' eligible to appeal a decision of the Municipality of Grey Highlands to the OLT. These are recent Amendment as per changes that have been made to the Planning Act. The revised Planning Act can be found here <https://www.ontario.ca/laws/statute/90p13> for more information about these changes, please visit the OLT website or contact OLT recent changes, please visit the OLT website <https://olt.gov.on.ca/about>

The prescribed list of 'persons' eligible to appeal a decision of the Municipality of Grey Highlands to the OLT is as follows:

1. A corporation operating an electric utility in the local municipality or planning area to which the Zoning By-Law Amendment would apply.
2. Ontario Power Generation Inc.
3. Hydro One Inc.
4. A company operating a natural gas utility in the local municipality or planning area to which the Zoning By-Law Amendment would apply.
5. A company operating an oil or natural gas pipeline in the local municipality or planning area to which the Zoning By-Law Amendment would apply.
6. A person required to prepare a risk and safety management plan in respect of an operation under Ontario Regulation 211/01 (Propane Storage and Handling) made under the Technical Standards and Safety Act, 2000, if and Handling) any part of the distance established as the hazard distance.



ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

operation and referenced in the risk and safety management plan is within the area to which the Zoning By-law Amendment would apply.

7. A company operating a railway line any part of which is located within 300 metres of any part of the area to which the Zoning By-law Amendment would apply.

8. A company operating as a telecommunication infrastructure provider in the area to which the Zoning By-law Amendment would apply.

For More Information

To see additional application materials, please visit our website:
<https://greyhighlands.civicweb.net/filepro/documents/398825/>

Navigate to the file folder with the corresponding application number to find an application form, additional maps, and reports. Contact the Planning Department if you require assistance in navigating the website.

Contact the Planning Department: Renelle Harripaul
Planning@greyhighlands.ca
519-986-2811 x228

Visit the Planning Department by appointment only:

206 Toronto Street South, Markdale, ON, Monday to Friday, 8:30 am to 4:30 pm

You may provide comment on this application by attending the public meeting or by providing comments in writing to the Planning Department in advance of the meeting. Individuals who provide written comments or who make verbal comments at the planning hearing should be aware that their communications may become part of the public record and may be available on the Municipality's website.

Please note that while written comments are welcome, the focus of comments should be on planning-related concerns. You are welcome to reach out to planning staff ahead of providing written comments for guidance on how a planning decision is made, and for information on how comments may influence a decision.

If you wish to be notified of the decision of Council in respect of the proposed consent, please submit your request in writing to the Planning Department using the contact information provided above.

Notice Dated: May 26, 2026



OFFICIAL PLAN AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

The Municipality of Grey Highlands has received an application to amend the Official Plan. The amendment is being considered under the requirements of the *Planning Act RSO 1990* and applicable regulations. The purpose of this notice is to inform you of the application and invite you to observe Council's decision on this matter.

Public Hearing Information:

When: Monday June 22, 2026 at 5:00 PM

Where: Online zoom meeting - To register: www.greghighlands.ca/register
To watch the meeting: www.greghighlands.ca/watchlive

Your online registration will give you the ability to attend either online or by telephone. If you need assistance with the registration process, or cannot access the registration link, please call 519-986-1216 extension 228.

The Proposal:

Application Number: OP01.2026

The subject application relates to the property having address 113451 Grey Road 14, known legally as PT LT 21 CON 1 SDR ARTEMESIA AS IN R486981; GREY HIGHLANDS. The property has roll number 420818000507300.

The purpose of the application is to amend the Grey Highlands Local Official Plan to permit an On-Farm Diversified Use on lands that are less than 20 hectares in area.

Related file: Z16.2026

The following key map shows the location of the subject lands.





OFFICIAL PLAN AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

Your Rights to Appeal

Note that the County of Grey is the ultimate approval authority for Grey Highlands Official Plan Amendments.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of Grey Highlands or the County of Grey before the proposed Official Plan Amendment is adopted, the person or public body:

- i) is not entitled to appeal the decision of the County of Grey to the Ontario Land Tribunal; and
- ii) 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.

Please visit <https://olt.gov.on.ca/> for information on filing an appeal.

For More Information

To see additional application materials, please visit our website:
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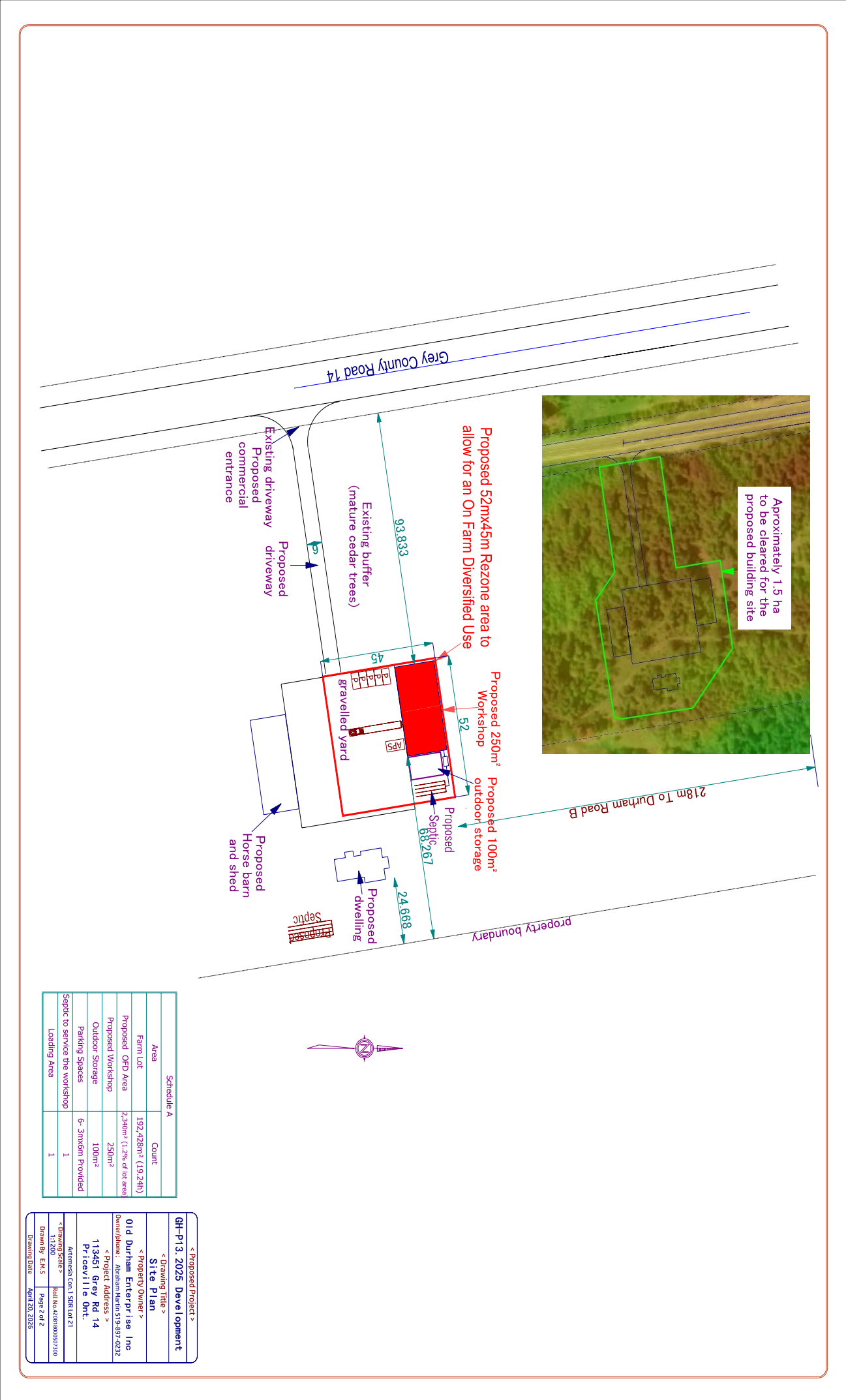
Visit the Planning Department by appointment only:

206 Toronto Street South, Markdale, ON, Monday to Friday, 8:30 am to 4:30 pm

You may provide comment on this application by attending the public meeting or by providing comments in writing to the Planning Department in advance of the meeting. Individuals who provide written comments or who make verbal comments at the planning hearing should be aware that their communications may become part of the public record and may be available on the Municipality's website.

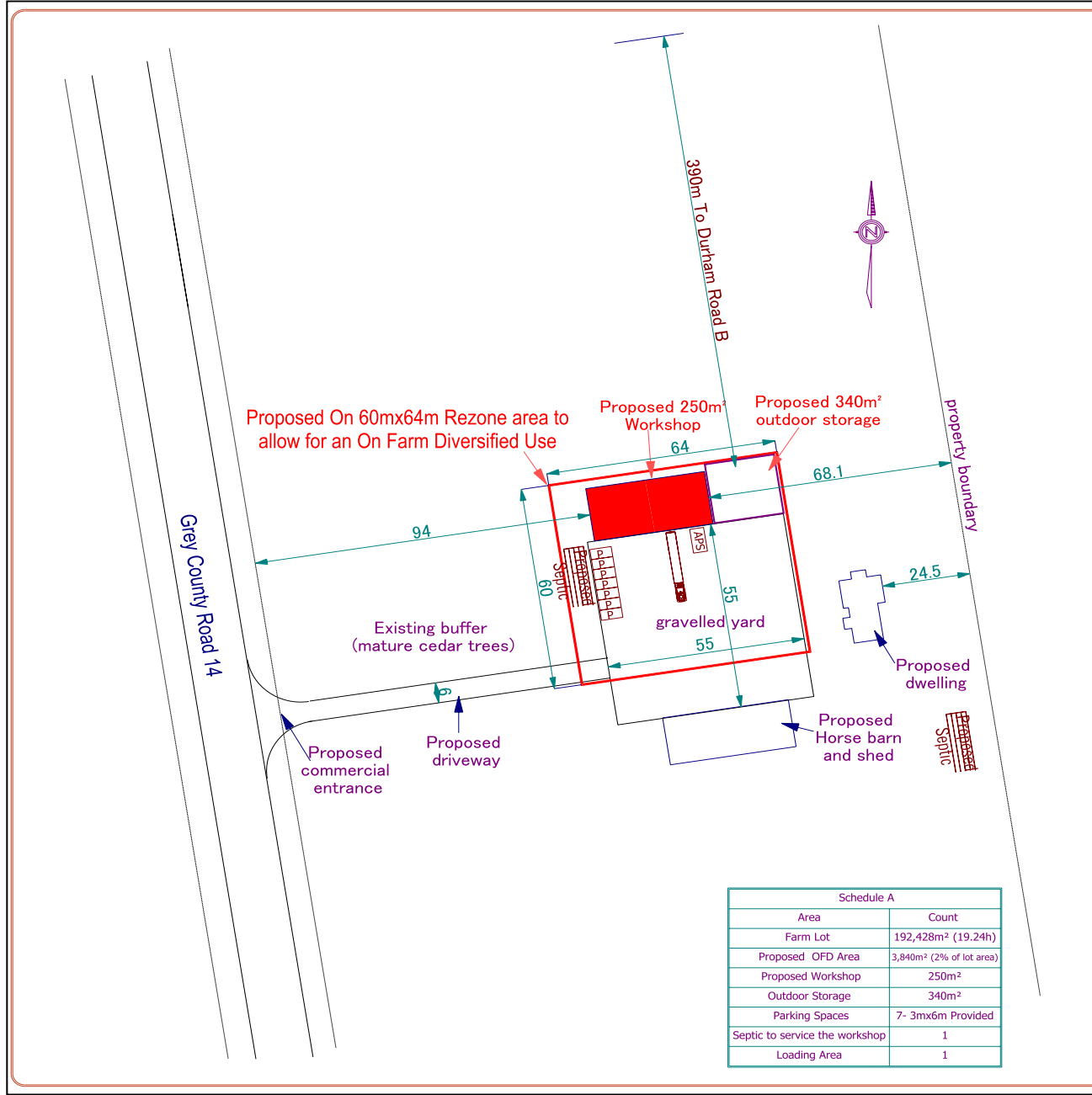
Please note that while written comments are welcome, the focus of comments should be on planning-related concerns. You are welcome to reach out to planning staff ahead of providing written comments for guidance on how a planning decision is made, and for information on how comments may influence a decision.

If you wish to be notified of the decision of Council in respect of the proposed amendment, please submit your request in writing to the Planning Department using the contact information provided above. **Notice Dated: May 26, 2026**

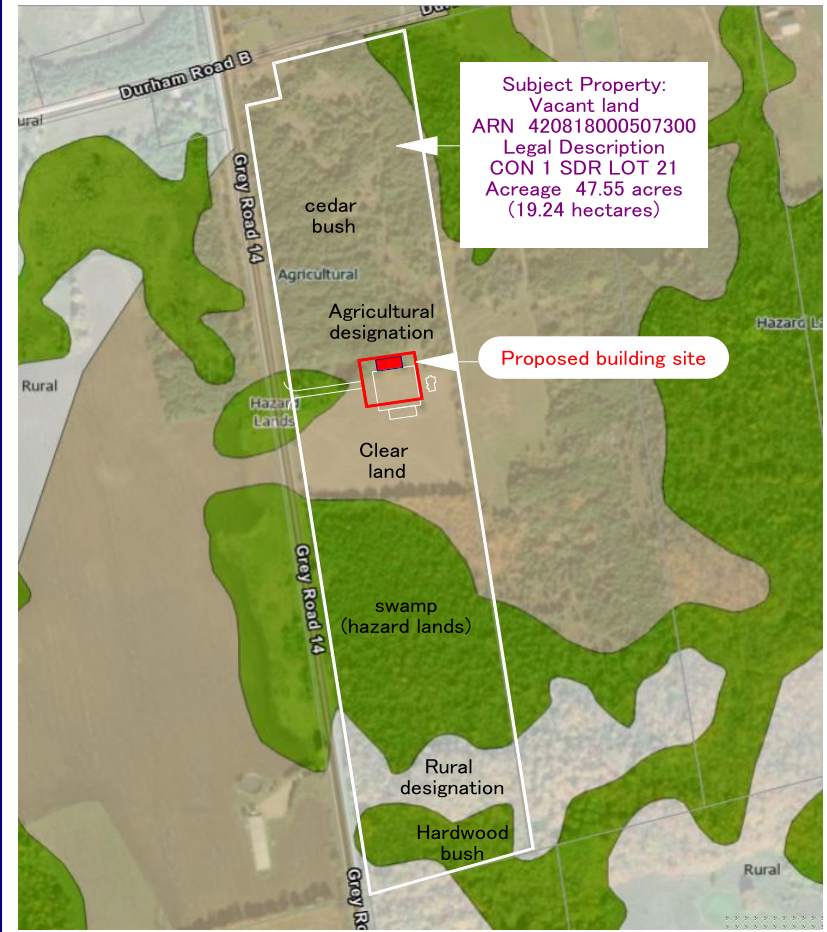


Schedule A	
Area	Count
Farm Lot	192,428m² (19.24%)
Proposed OFD Area	2,340m² (1.2% of lot area)
Proposed Workshop	250m²
Outdoor Storage	100m²
Parking Spaces	6 - 3m x 6m Provided
Septic to service the workshop	1
Loading Area	1

< Proposed Project >	
GH-P13, 2025 Development	
< Drawing Title >	
Site Plan	
< Property Owner >	
Old Durham Enterpr[ise] Inc	
Owner/Phone: 416-397-0232	
< Project Address >	
112451 Grey Rd 14	
P1301118 Ont.	
< Drawing Scale >	
Ratio: 1:500	
Drawn By: E.A.S.	
Drawing Date: April 30, 2025	



Schedule A	
Area	Count
Farm Lot	192,428m ² (19.24h)
Proposed OFD Area	3,840m ² (2% of lot area)
Proposed Workshop	250m ²
Outdoor Storage	340m ²
Parking Spaces	7- 3mx6m Provided
Septic to service the workshop	1
Loading Area	1



Key Map

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< Drawing Title >	
Site Plan	
< Property Owner >	
Old Durham Enterprise Inc	
Phone : Abraham Martin 519-897-0232	
< Project Address >	
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CON 1 SDR LOT 21	
< Drawing Scale >	Revision-
1:1162	
Drawn By: E.M.S	Page:
Drawing Date	May 20, 2025



Professional Planning Analysis

Application

Grey Highlands Files: OP01.2026 & Z16.2026

Planning Analysis

The subject lands are situated within an organized municipality and are regulated by the *Planning Act, R.S.O. 1990, c. P.13*, the Provincial Planning Statement (2024), the County and local Official Plans and the Zoning By-law. Together, these documents establish the planning framework that governs how land may be subdivided, designated, and zoned for development.

An Official Plan sets out the long-term land use policy framework for a municipality. Under Sections 17 and 22 of the Planning Act, Council may adopt an amendment to its Official Plan, and any person may request such an amendment. When evaluating an Official Plan Amendment, Council should consider whether the proposal has regard to the matters of provincial interest in Section 2 of the *Planning Act*, is consistent with the Provincial Planning Statement, conforms to the County of Grey Official Plan, does not conflict with the Niagara Escarpment Plan where it applies, maintains the intent and integrity of the Grey Highlands Official Plan, and represents good planning that is appropriate for the site and surrounding area.

Additionally, under the *Planning Act*, municipalities are authorized to regulate the use of land through zoning by-laws. Section 34 of the *Planning Act* permits Council to pass zoning by-laws that regulate the use of land, buildings and structures, including matters such as permitted uses, minimum lot sizes, building setbacks, height, density, and other development standards.

A Zoning By-law Amendment is required when a proposal does not fully comply with the provisions of the existing zoning by-law. When evaluating a Zoning By-law Amendment application, Council should consider whether the proposal:

- Has regard to the matters of provincial interest identified in Section 2 of the *Planning Act*
- Is consistent with the Provincial Planning Statement
- Conforms with the applicable Official Plans, including the County of Grey Official Plan and the Municipality of Grey Highlands Official Plan

- Does not conflict with the Niagara Escarpment Plan, and
- Represents good planning and is appropriate for the site and surrounding area

Having established the legislative authority governing official plan and zoning amendments under the *Planning Act*, the following section examines the proposal within the broader provincial and municipal policy framework. This includes an assessment of consistency with the Provincial Planning Statement (2024) and other pertinent provincial plans, conformity with the applicable Official Plan policies, and compliance with the intent and structure of the Zoning By-law.

This policy review is intended to demonstrate how the proposed Official Plan and Zoning By-law Amendments respond to the applicable growth management, land use compatibility, servicing, environmental, and community planning objectives, and to identify the planning rationale that supports the appropriateness of the applications in their local and policy context.

PROVINCIAL REGULATIONS, PLANS & POLICIES

The following is a breakdown of all provincial regulations, plans and policies that are applicable to rezoning applications:

THE PLANNING ACT

Section 2 defines the Provincial Interest. It states:

The Minister, the council of a municipality, a local board, a planning board and the Tribunal, in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest such as,

- (a) the protection of ecological systems, including natural areas, features and functions;*
- (b) the protection of the agricultural resources of the Province;*
- (c) the conservation and management of natural resources and the mineral resource base;*
- (d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;*
- (e) the supply, efficient use and conservation of energy and water;*
- (f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;*
- (g) the minimization of waste;*

- (h) the orderly development of safe and healthy communities;
 - (h.1) the accessibility for persons with disabilities to all facilities, services and matters to which this Act applies;
 - (i) the adequate provision and distribution of educational, health, social, cultural and recreational facilities;
 - (j) the adequate provision of a full range of housing, including affordable housing;
 - (k) the adequate provision of employment opportunities;
 - (l) the protection of the financial and economic well-being of the Province and its municipalities;
 - (m) the co-ordination of planning activities of public bodies;
 - (n) the resolution of planning conflicts involving public and private interests;
 - (o) the protection of public health and safety;
 - (p) the appropriate location of growth and development;
 - (q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians;
 - (r) the promotion of built form that,
 - i. is well-designed,
 - ii. encourages a sense of place, and
 - iii. provides for public spaces that are of high quality, safe, accessible, attractive and vibrant;
 - (s) the mitigation of greenhouse gas emissions and adaptation to a changing climate.
- (5) A decision of the council of a municipality, a local board, a planning board, a minister of the Crown and a ministry, board, commission, or agency of the government, including the Tribunal, in respect of the exercise of any authority that affects a planning matter,
- (a) shall be consistent with the policy statements issued under section (1) that are in effect on the date of decision, and
 - (b) shall conform with the provincial plans that are in effect on the date, or shall not conflict with them, as the case may be.

The details of the provincial interest defined under the Act are primarily articulated through provincial plans, in particular the Provincial Planning Statement 2024 (PPS 2024). Further detail on how provincial interests are to be achieved is defined in regional and local municipal official plans.

A decision by Council to approve or deny the subject application must be guided by the direction provided by the *Planning Act*, and by extension the direction provided by the PPS 2024, the County Official Plan, and the Grey Highlands Official Plan.

PROVINCIAL PLANNING STATEMENT (2024)

The 2024 Provincial Planning Statement (PPS), issued under Section 3 of the *Planning Act*, sets out the province's policy foundation for regulating the development and use of land province-wide, helping achieve the provincial goal of meeting the needs of a fast-growing province while enhancing the quality of life for all Ontarians.

Section 2.6.4 provides policy direction for Rural Lands. It states that rural areas should encourage *"the promotion of diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources"*. Section 2.6.1(d) also permits *"agricultural uses, agriculture-related uses, on-farm diversified uses (OFDU), and normal farm practices, in accordance with provincial standards"* on rural lands.

Section 4.3 of the PPS provides general policies for Agricultural Lands. It states:

4.3.1 *General Policies for Agriculture*

1. *Planning authorities are required to use an agricultural system approach, based on provincial guidance, to maintain and enhance a geographically continuous agricultural land base and support and foster the long-term economic prosperity and productive capacity of the agri-food network.*

4.3.2 *Permitted Uses*

1. *In prime agricultural areas, permitted uses and activities are: agricultural uses, agriculture-related uses and on-farm diversified uses based on provincial guidance.*

Proposed agriculture-related uses and on-farm diversified uses shall be compatible with, and shall not hinder, surrounding agricultural operations. Criteria for these uses may be based on provincial guidance or municipal approaches, as set out in municipal planning documents, which achieve the same objectives.

For the purposes of this section, an on-farm diversified use (OFDU) is defined in the PPS as a use that is secondary to the principal agricultural operation and limited in scale. These uses may include, but are not limited to, home occupations, home industries, agri-tourism activities, value-added agricultural production, and energy-related facilities such as generation, transmission, and storage systems.



The proposed Official Plan and Zoning By-law Amendments are consistent with Section 4.3 of the PPS, which supports on-farm diversified uses as a means of enhancing economic viability within the agricultural system. The subject property is located within a broader agricultural area where farming remains the dominant land use.

The proposed use is secondary to the principal agricultural operation, limited in scale, and compatible with surrounding agricultural activities. As such, it aligns with the definition and intent of on-farm diversified uses set out in Section 4.3.2.1.

Overall, the proposal supports the long-term sustainability of the agricultural operation by contributing to the agri-food network, while maintaining the integrity of the surrounding agricultural land base and not interfering with ongoing farm practices.

Section 4.5 of the PPS provides policy direction on Mineral Aggregate Resources. It states that *"Mineral aggregate resources shall be protected for long-term use and, where provincial information is available, deposits of mineral aggregate resources shall be identified"*. It further states: *"In known deposits of mineral aggregate resources and on adjacent lands, development and activities which would preclude or hinder the establishment of new operations or access to the resources shall only be permitted if:*

- a) *resource use would not be feasible; or*
- b) *the proposed land use or development serves a greater long-term public interest; and*
- c) *issues of public health, public safety and environmental impact are addressed."*

The limited 2,340 square metre area proposed for the use sits within a much larger identified resource area and would not preclude or hinder the establishment of new aggregate operations or access to the resource on the balance of the lands.

Section 5.2 of the PPS provides policy direction on Natural Hazards. It states:

1. *Planning authorities shall, in collaboration with conservation authorities where they exist, identify hazardous lands and hazardous sites and manage development in these areas, in accordance with provincial guidance.*
2. *Development shall generally be directed to areas outside of:*
 - a. *...*
 - b. *Hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards;*



3. *Development and site alteration shall not be permitted within: ... @areas that would be rendered inaccessible to people and vehicles during times of flooding hazards...unless it has been demonstrated that the site has safe access appropriate for the nature of the development and the natural hazard."*

The buildings are proposed to be located outside of the Hazard Area. Saugeen Valley Conservation Authority and Grey Sauble Conservation Authority have both found the application consistent with the natural hazard policies of the PPS, confirming that the workshop is not affected by flooding hazards, erosion hazards or unstable organic soils.

Section 5.3 of the PPS provides policy direction on Human-Made Hazards. Due to the nearness of an active landfill site, it's important to consider policies within this section. It states "sites with contaminants in land or water shall be assessed and remediated as necessary prior to any activity on the site associated with the proposed use such that there will be no adverse effects". A D-4 Study has been submitted with the application, identifying no significant concerns with the proposed development.

CONSISTENCY WITH PROVINCIAL REGULATIONS, PLANS AND POLICIES

The proposed Official Plan Amendment and Zoning By-law Amendment are consistent with section 4.3 of the PPS, as the proposed use promotes economic diversification and employment opportunities, while maintaining the existing character of the area. The workshop is proposed to be 250 square metres in floor area, with 100 square metre outdoor storage area; for a total area of 2,340 square metres being rezoned (includes buildings, laneway, gravel yard and septic system). The applicants have sited the OFDU to be located in the proposed farm cluster, and outside of the defined Hazard area, which limits the amount of agricultural land being taken out of future production.

It has been determined by the SVCA and GSCA that the application is consistent with the Natural Heritage sections of the PPS. The proposal is also consistent with Section 4.5 of the PPS, as the limited area proposed for the use sits within a much larger identified aggregate resource area and would not preclude or hinder the establishment of new aggregate operations or access to the resource on the balance of the lands. Consistent with Section 5.3 of the PPS, a D-4 study has been submitted confirming that the lands proposed for development are secure from methane gas and leachate migration from the nearby landfill site. In staff's professional opinion, the application is consistent with the PPS.



COUNTY AND LOCAL PLANS AND BY-LAW

The sections that follow set out the specific policies of the County of Grey Official Plan and the Grey Highlands Official Plan that are relevant to the proposed single detached dwelling and the proposed on-farm diversified use. These include the policies that direct development on agricultural land, the policies that govern the size and scale of on-farm diversified uses, and the overlay policies that apply because the property contains an aggregate resource area, hazard lands and significant woodlands, and sits within 500 metres of a landfill site. A conformity analysis follows the policy excerpts. It explains how the application addresses each of these matters and why the requested Official Plan Amendment and Zoning By-law Amendment represent good planning.

COUNTY OFFICIAL PLAN

The County of Grey Official Plan contains goals, objectives and policies to manage and direct physical (land use) change and monitor its effects on the cultural, social, economic and natural environment with the regional community. The County's vision of this Plan mirrors that of the County's Corporate Strategic Plan, where Grey County looks "to be the place where people feel genuinely at home and naturally inspired – enjoying an exceptional blend of active healthy living and economic opportunity".

Section 3 of the Official Plan provides policies related to "Developing Grey" and "Growing our Economy". Section 3.2 describes the economic objectives of the County of Grey. It states:

- 1) *Ensure the County's natural and cultural resources and environment are protected and developed in a balanced approach to support the tourism and recreation sector and for the benefit of citizens.*

Section 3.2.5 of the Official Plan indicates support for countryside employment opportunities.

Section 3.2.5.1 specifically states: "*the main employment generator in the rural areas will be resource-based industries, such as tourism, agriculture, aggregate operations, forestry, and on-farm diversified uses (e.g. rural manufacturing).*"

The property is designated *Agricultural* and *Rural* and *Hazard Lands*. The area subject to development is in the *Agricultural* designation. The property is also recognized as having aggregate resources, which implies sand and gravel may exist on the site, significant



woodlands on the south portion of the property, and is within 500 metres of an active landfill site. The following breaks down all applicable policies from the County Official Plan, that must be considered for consistency purposes.

Agricultural Land Use Policies

Section 5.2 provides policy direction on development within the *Agricultural Land Use Type*. It states:

"In the mid 1990's Grey County Council and staff worked with the Ministry of Agriculture, Food and Rural Affairs to develop an alternative land evaluation system for determining the highest priority of agricultural lands. The Agricultural land use type is not just traditional Class 1, 2 or 3 agricultural land classifications, but also includes the larger blocks of good agricultural land under active production, generally in blocks of 160 hectares or larger, as shown on Schedule A. This is intended to prevent the fragmentation of active agricultural land and to reduce the potential for nuisance complaints and farm limitations posed by non-agricultural uses. Within this land use type, the agricultural land base and the long-term viability of agriculture and the agri-food sector will be maintained and enhanced."

Section 5.2.1 lists the permitted uses in the Agricultural designation. It states:

Permitted uses in the Agricultural land use type include:

- a) All types, sizes and intensities of agricultural uses, and normal farm practices, including accessory uses (see Table 7),*
- b) Agricultural-related uses (see Table 7),*
- c) On-farm diversified uses (See Table 7),*
- d) Marihuana/Cannabis production in accordance with any Federal laws and subsection (3) below (see Table 7),*
- e) Forestry,*
- f) Conservation uses,*
- g) Institutional uses on existing lots, serving segments of the population whose primary means of transportation is via horse and buggy and active transportation, subject to policy 5.2.2(4)(b),*
- h) Sand and/or gravel operations proposed within Aggregate Resources Areas on Schedule B to this Plan,*

- i) Licensed aggregate operations identified as Mineral Resource Extraction on Schedule B,
- j) Wayside pits and quarries,
- k) Portable asphalt or concrete plants used for a specific public use contract.

Municipalities may require a zoning by-law amendment for items (c), (d), (f), (g), and (h) above, including requiring additional technical studies, at the discretion of the County or municipality, or associated legislation e.g. the Aggregate Resources Act.

Table 7 in the Official Plan details permitted use examples for on-farm diversified uses, and lists “home industries (e.g. sawmill, welding or woodworking shop, manufacturing/fabrication, storage of boats or trailers, biomass pelletizer)”.

Under Section 5.2.2(1) of the Official Plan, it states that the plan will protect and improve economic development in agriculture by promoting:

- a) All types, sizes, and scales of agriculture, including forms of agriculture that provide more employment on a per hectare basis;
- b) Food systems planning, including stronger linkages between local food producers, local food distributors, and customers;
- c) Identification and exploitation of non-traditional, local-food, and niche markets;
- d) On-farm and local processing and/or retail of agricultural products and by-products
- e) On-farm diversification including agri-tourism; and
- f) Promoting agricultural practices which promote the conservation of soil, water, and/or significant environmental features.

Section 5.2.2(5) states “new land uses, including the creation of lots, and new or expanding livestock facilities shall comply with the Provincial MDS formulae... (e) MDS I will generally not be required for on-farm diversified uses, except where a municipality has required MDS to apply in their municipal official plan or zoning by-law. For the purpose of MDS, on-farm diversified uses should be considered a Type A land use”.

Section 5.2.2(5)(f) states “Where a new dwelling is permitted on an existing lot, MDS I formulae is applied to the new dwelling. If there is no building area available on the existing lot, the dwelling shall be as far from the neighbouring livestock barn or manure storage facility as possible”.

Section 5.2.15 states that:

"New on-farm diversified uses shall be limited in size and scale, as per Table 8 below and to those uses that can be sustained by local service and infrastructure levels. New agricultural-related uses shall also be limited to uses that can be sustained by local service levels. Municipal official plans may choose to set local road standards required for such uses, which are in-line with the level and type of traffic being generated by the uses. Traffic Impact Studies may be required to determine the impact of the proposed operation on the local road network, as per section 8.3 of this Plan. Servicing or Noise studies may also be required for new or expanded on-farm diversified or agricultural-related uses. Municipal official plans or zoning by-laws may also choose to limit individual uses that could otherwise be directed to settlement areas. Agricultural-related uses are not required to be limited in size, whereas on-farm diversified uses are required to be limited to the sizes shown in Table 8. Subject to the size limitation requirements of Table 8 of this Plan and sections 5.2.2(17) on-farm diversified uses may be considered on lots less than 10 hectares in size in the Rural land use type."

Section 5.2.16 states:

"When determining the size of the on-farm diversified use it shall include buildings, laneways, parking, outdoor storage, servicing, exhibition areas, and/or amenity areas occupied by the on-farm diversified use. Shared laneways/servicing, farm buildings, or landscaped areas also used by the farm shall not be included in the calculation of total use size. The passing of an implementing zoning by-law amendment will generally be required to permit new on-farm diversified uses, unless otherwise permitted 'as-of-right' in municipal zoning by-laws."

Table 8: On-farm Diversified Use Size Criteria

Land Use Type	Property Size	On-farm Diversified Use Maximum Size
Agricultural	20 ha or greater	The lesser of; <ul style="list-style-type: none"> - 2% of the total size of the property, or - A maximum combined area of the use of 8,000 square metres
Less than 20 ha	Bed and breakfast and/or home rural occupations within the dwelling only	

Special Agricultural	10 ha of agriculturally productive area or greater	The lesser of: - 2% of the total size of the property, or - A maximum combined area of the use of 8,000 square metres
Less than 10 hectares of agriculturally productive area	Bed and breakfast and/or home rural occupations within the dwelling only	
Rural	20 ha or greater	The lesser of: - 2% of the total size of the property, or - A maximum combined area of the use of 8,000 square metres
Less than 20 ha	The lesser of: - 2% of the total size of the property, or - A maximum combined area of the use of 8,000 square metres	

Section 5.2.17 also states:

"The gross floor area of the buildings (combined total for all buildings associated with the on-farm diversified use) shall not exceed 20% of the total area of the on-farm diversified use."

Section 5.2.19 and 5.2.20 state:

19) Prior to considering a new on-farm diversified use, it shall be demonstrated that the following criteria can be met:

- a) *The use or activity does not interfere with, or generate off-site adverse impacts, and is compatible with surrounding uses,*
- b) *The use or activity can be sustained by local service levels and infrastructure,*

- c) *The buildings to be used meet all Building Code requirements for the type of use being proposed,*
- d) *The scale of the operation is secondary to the active agricultural use on the farm property, and appropriate to the site and the surrounding area,*
- e) *The timing and duration of activities does not hinder agricultural operations on site or in the area,*
- f) *For special events, the use or activity represents an occasional activity and is not a regular occurring activity and does not have permanent structures, and*
- g) *On-site parking can be accommodated without impacting the agricultural operation.*

20) *Ministry of the Environment, Conservation and Parks (MECP) D-6 Guidelines, or any successor thereto, shall be considered for any new agricultural related uses or on-farm diversified uses, or an industrial nature in the Agricultural, Special Agricultural, or Rural land use types, to guide the separation of industrial uses from nearby dwellings, institutional uses or other sensitive non-agricultural uses.*

Aggregate Resources Area

Section 5.6.2(1) states that *"where the aggregate resources area overlaps an agricultural, ... rural, or hazard land use type, the policies and permitted use of the underlying land use types shall apply until such time as the site is licensed for sand, gravel, or bedrock extraction."*

Section 5.6.2(7) states *"In Aggregate Resource Areas shown on Schedule B, new non-agricultural uses may be considered on existing lots of record, where they are a permitted use in the Agricultural, Special Agricultural, or Rural land use types. Where such non-agricultural uses are not permitted by those land use types, and an official plan amendment is required, new non-agricultural uses may only be permitted if:*

- a) *The extraction of the aggregate resource is not feasible due to the quality or quantity of material or the existence of incompatible development patterns. The quality and quantity of the material will be determined by having a qualified individual dig test pits within the area proposed for the non-agricultural development; or*
- b) *The proposed land use or development serves a greater long-term interest of the general public than the aggregate extraction; and*
- c) *Issues of public health, public safety, and environmental impact are addressed.*



Notwithstanding the foregoing, a proposed land use that conforms with the Official Plan and Zoning By-law, but requires Site Plan approval pursuant to Section 41 of the Planning Act, shall not be required to address the above criteria.

Hazard Areas

The Official Plan also provides general policy on Hazard Lands under Section 7.2. It states:

"New development shall generally be directed away from Hazard lands."

7.2.2 further states:

"Permitted uses in the Hazard Lands land use type are forestry and uses connected with the conservation of water, soil, wildlife and other natural resources. Other uses also permitted are agriculture, passive public parks, public utilities and resource based recreational uses. The aforementioned uses will only be permitted where site conditions are suitable and where the relevant hazard impacts have been reviewed"

In the Hazard Lands land use type buildings and structures are generally not permitted. Minor extensions or enlargements of existing buildings and structures may be permitted subject to the policies of Section 7."

Section 7.2.9 further states:

"In the Hazard Lands land use type development and site alterations will only be considered if all of the following can be satisfied:

- l) The hazards can be safely addressed and new hazards are not created or existing ones aggravated*
- m) No adverse environmental impacts will result. The County, in consultation with the conservation authority, may require an environmental impact study to be prepared at the proponent's expense, in accordance with this Plan*
- n) Vehicles and people have a way of safely entering and exiting at all times;*
- o) ...*
- p) The advice or approval where required, of the appropriate conservation authority shall be obtained. The County and the conservation authority will consider the mitigation of effects on vegetation, wildlife and fishery resources, and the natural features of the site."*

Significant Woodlands



Section 7.4(1) states that “no development or site alteration may occur within Significant Woodlands or their adjacent lands unless it has been demonstrated through an environmental study, as per Section 7.11 of this Plan, that there will be no negative impacts on the natural features or their ecological functions.”

Proximity to Landfill Site

Section 8.10.1(2) states “No development or site alteration will be permitted within 500 metres of an operating landfill site as shown on Appendix A, unless a D-4 study document has been prepared and submitted for review in accordance with the Ministry of the Environment, Conservation and Parks (MECP) D-4 Guidelines or its successor document. The D-4 study or its successor document will need to identify that the lands to be developed are secure from potential methane gas and/or leachate prior to any development approval being granted.”

GREY HIGHLANDS OFFICIAL PLAN

The Grey Highlands Official Plan states that the vision of the Municipality is for Grey Highlands to be a healthy and vibrant rural “community of communities” celebrating its diverse and creative culture, promoting its agricultural base, natural heritage and environment. The Official Plan sets out the policies for assessing growth and development proposals in the Municipality. The Official Plan is intended to function as a roadmap for the municipality, a tool to manage growth and protect environmental resources and a blueprint for economic development. It is a lower-tier document, providing a more detailed local policy focus relative to the upper tier County of Grey Official Plan and the Niagara Escarpment Plan. Applications and development proposals will accord with the policy framework of the following Plans, with the most restrictive policies of each document applying and requiring:

- i. Consistency with the Provincial Policy Statement,
- ii. Conformity with the policies of the County of Grey Official Plan,
- iii. Conformity with the policies of the Niagara Escarpment Plan, where applicable, and
- iv. Conformity with the policies of this Plan.

The Grey Highlands Official Plan (GHOP) policies related to OFDUs generally reiterate County OP policies with the following additional requirements.

Section 4.1 of the GHOP states that the purpose of the agricultural designation is to ensure the long-term viability of the agricultural sector, the protection of prime

agricultural areas, and that agricultural practices are integral and compatible with the natural and built environment. According to section 4.1.1., the permitted uses include:

- *Agricultural uses, see Table 1 below,*
- *Agricultural related uses, see Table 1 below,*
- *On-farm diversified uses, see Table 1 below,*
- *Single detached dwelling,*
- *Forestry and reforestation,*
- *Wayside pits and quarries (excluding the stockpiling of sand salt mixtures) and portable asphalt plants,*
- *Sand and/or gravel extraction operations identified within the Schedule B High Potential Mineral Aggregate Resources,*
- *Licensed aggregate operations identified as Mineral Resource Extraction on Schedule B High Potential Mineral Aggregate Resources,*
- *Limited non-farm recreational and institutional uses such as:*
 - *Churches, schools, cemeteries, in addition to other non-residential uses such as community halls, public uses, airstrips, communications towers and historic sites,*
 - *Electric Power Facilities and accessory uses and structures.*

On-Farm Diversified Uses means uses that are secondary to the principle agricultural use of the property and are small scale. For the purpose of this section, small-scale is defined as “on parcels 20 hectares or greater, in the Agricultural or Rural designation, small-scale when used in the context of commercial or industrial uses means those uses which exceed the provisions of a Home/Rural Occupation, but do not exceed the following:

- *Occupies combined building(s) not exceeding 250 square metres,*
- *Outside storage and display is limited to an area not greater than 750 square metres,*
- *The passing of an implementing zoning by-law amendment.*

Table 1: Permitted Uses Examples in Agricultural and Rural Land Use Designations indicates that small scale on-farm diversified uses include:

- Home occupations (e.g. professional office, bookkeeper, land surveyor, art studio, hairdresser, massage therapist, daycare, veterinary clinic, kennel, classes or workshops)
- Home industries (e.g. sawmill, welding, or woodworking shop, manufacturing/fabrication, seasonal storage of boats or trailers, biomass pelletizer)

- Café/small restaurant, cooking classes, food store (e.g. cheese, ice cream)
- Agri-tourism uses (e.g. farm vacation suite, bed and breakfast, hay rides, petting zoo, farm-themed playground, horse trail rides, corn maze, seasonal events, equine events, wine tasting)
- Value-added uses (e.g. processor, packager, cheese factory, bakery)
- Retail use (e.g. farm market, antique business, tack shop)

Section 4.1.2 provides policy direction:

d) On-Farm Diversified uses are those uses that are secondary to the principal agricultural use of the property, and are limited in area. On- farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value-added agricultural products. On-farm diversified uses must generally meet the Ministry of Environment and Climate Change (D-6 Guidelines).

MDS 1 is also required for on-farm diversified uses. For the purposes of MDS, on-farm diversified uses should be considered a Type A land use.

Section 4.1.2 d) of the GHOP requires OFDUs to meet Minimum Distance Separation 1 (MDS) requirements.

Section 4.1.2 e) of the GHOP states "*New agricultural-related uses and on-farm diversified uses and recreational and institutional development will require an amendment to the implementing zoning by-law and may be subject to Site Plan Control approval. On-Farm Diversified Uses shall not be permitted on any parcel of land less than 20 ha in size.*"

Hazard Lands

Section 4.4 of the Grey Highlands Official Plan also provides general policy related to the Hazard Lands. It states:

"The purpose of the Hazard Lands designation is to identify lands having inherent environmental hazards, such as flood plains, ..., poorly drained areas or lands that have seasonally and/or permanently high groundwater table."

Section 4.4.2(c) states that "*no buildings or structures permitted within hazard lands except for the following:*

- i. *Renovated or minor expansions to existing buildings or structures which were legally established on the date of approval of this Plan,*
- ii. *Non-habitable buildings connected with public parks (i.e. picnic shelters),*

- iii. Flood and erosion/sedimentation control structures,
- iv. Fences, provided they will not constitute an obstruction or debris catching obstacle to the passage of flood waters or create or aggravate an erosion problem, and
- v. Recreational facilities, as approved by the Niagara Escarpment Commission, on lands identified as being prominent escarpment slope.

Section 4.4.2(e) states that “no development shall be permitted within 30 metres of water bodies.”

Proximity to Landfill Site

The landfill site is located to the northwest of the subject property. Section 4.11.9 states “New development or site alteration shall not be permitted within 500 metres of an existing or known abandoned landfill site, unless a MOECC Guideline D-4 Study has been prepared and submitted for review in accordance with the Ministry of the Environment and Climate Change (MOECC) Guideline D-4, indicating that the lands to be developed are secure from potential methane gas and/or leachate migration from the landfill site or what remedial measures or conditions are required prior to any development approval being granted. Notwithstanding the above referenced buffer, if an approved Landfill Closure Plan exists, the requirements of the Plan prevail. The location of the landfill sites have been identified on the Schedule F to this Plan symbolically through the use of a labelled circle. Appropriate setback provisions shall be established in the implementing Zoning By-law.”

Aggregate Deposits

The northern half of the property is designated as an aggregate resource area. Section 4.11.10 of the local Official Plan states:

“New non-farm development (other than passive open space uses) shall only be permitted where it has been demonstrated to the appropriate approval authority that:

- a) the extraction of the aggregate resource is not feasible due to the quality or quantity of material or the existence of incompatible development patterns;
- b) the proposed land use or development serves a greater long term interest of the general public than does the aggregate extraction; and,
- c) it has been demonstrated that the proposed development within 300 metres of Aggregate Resource Area would not significantly preclude or hinder future aggregate extraction.”

Conformity with the Official Plans



The application conforms to the County of Grey Official Plan and the Grey Highlands Official Plan, subject to the local Official Plan Amendment, described below and the supporting technical work identified in this section. The analysis is organized by the policy matters raised by the proposal.

On-Farm Diversified Use as a Permitted Use Type

An on-farm diversified use is a permitted use within the Agricultural designation under Section 5.2.1 of the County Official Plan and Section 4.1.1 of the Grey Highlands Official Plan. Table 7 of the County Plan and Table 1 of the Grey Highlands Plan list home industries such as a woodworking shop and manufacturing or fabrication as recognized examples of on-farm diversified uses. The proposed use falls within these examples. The use is therefore contemplated in principle by both Plans, and the question for this application is one of lot size and siting rather than land use type.

Lot Size Threshold and the Purpose of the Official Plan Amendment

Section 4.1.2(e) of the Grey Highlands Official Plan states that on-farm diversified uses shall not be permitted on any parcel of land less than 20 hectares in size. The subject property is 19.24 hectares, which is 0.76 hectares, or approximately 3.8 percent, below the threshold. Because Section 4.1.2(e) is a mandatory prohibition, a local Official Plan Amendment is required to permit the proposed use on a parcel of this size. The County has indicated that the shortfall does not raise an upper-tier conformity concern and that a County amendment is not required, so the requested local amendment does not create a conformity gap with the County Official Plan.

The purpose of the 20-hectare threshold is to ensure that an on-farm diversified use remains genuinely secondary to the use of the property and to protect the active agricultural land base from fragmentation. The proposal meets that purpose. The use is confined to a 250 square metre building within a total use area of 2,340 square metres, which captures the building, septic system, parking, gravel areas and outdoor storage. County Planning has confirmed that, while Table 8 would otherwise limit an Agricultural lot of this size to in-dwelling uses, its established practice is to support an on-farm diversified use of up to approximately 2,000 square metres on lots that fall just short of 20 hectares. The proposed area of 2,340 square metres exceeds that figure only because Section 5.2.16 of the County Plan requires servicing used solely for the on-farm diversified use, including the septic system, to be counted within the area zoned



for the use. County Planning has reviewed the proposal on that basis and raised no concerns.

Relationship to the Agricultural Use

Section 5.2.19(d) of the County Plan requires the scale of the operation to be secondary to the active agricultural use on the property. An active agricultural operation is carried out on the tillable portion of the lands. The extent of cultivable land is limited by the physical character of the site, since hazard lands associated with flooding and the significant woodlands occupy a large share of the property and are not suitable for cultivation. The proposed on-farm diversified use is sited on these constrained, non-productive lands rather than on the tillable area, so it displaces no agricultural land and does not fragment the active agricultural land base. At 2,340 square metres, the use also remains subordinate in area to the property as a whole.

Locating the use in this way is consistent with the broader economic objectives of the Plans. Section 3.2.5.1 of the County Plan identifies on-farm diversified uses as a recognized rural employment generator, and Section 5.2.2(1) directs the Plan to support on-farm diversification as a means of strengthening the agricultural and rural economy. The proposal advances that intent while keeping the use secondary to the agricultural use of the land.

Size and Scale of the On-Farm Diversified Use

The proposal conforms to the size and scale policies of both Plans. The 250 square metre building satisfies the Grey Highlands definition of a small-scale on-farm diversified use, which limits combined buildings to 250 square metres. Under Section 5.2.16 of the County Plan, the total use area of 2,340 square metres correctly accounts for the building, laneways, parking, outdoor storage and servicing. Section 5.2.17 limits the gross floor area of buildings to 20 percent of the total use area. At 250 square metres of building within a 2,340 square metre use area, the building occupies approximately 10.7 percent of the use area, well within the 20 percent limit.

The implementing Zoning By-law Amendment will confirm these limits as site-specific provisions, including a maximum building area, a maximum outdoor storage area and the extent of the rezoned area, so the use cannot expand beyond the scale assessed in this application.

Minimum Distance Separation



Section 4.1.2(d) of the Grey Highlands Official Plan requires on-farm diversified uses to meet Minimum Distance Separation I and to be treated as a Type A land use. The proposed dwelling is also subject to Minimum Distance Separation I under Section 5.2.2(5)(f) of the County Plan. An MDS I calculation has been prepared in support of the application to confirm that the proposed dwelling and the proposed on-farm diversified use meet the required separation from any neighbouring livestock facility or manure storage.

Aggregate Resource Area

The northern portion of the property is identified as an aggregate resource area. Under Section 5.6.2(1) of the County Plan, the policies and permitted uses of the underlying Agricultural designation apply until the site is licensed for extraction, and on-farm diversified uses are among those permitted uses. Section 4.11.10 of the Grey Highlands Plan calls for new non-farm development to demonstrate that it would not significantly preclude or hinder future aggregate extraction within 300 metres. The limited 2,340 square metre footprint of the use, contained within a much larger resource area, does not sterilize the broader resource and would not significantly hinder future extraction on the balance of the lands. The Zoning By-law Amendment rezones only the area required for the use rather than the full aggregate resource area, which preserves the resource on the remainder of the property.

Hazard Lands and Flooding

The property carries a Hazard Lands designation associated with flooding, and these hazard lands occupy a significant share of the site. Section 7.2 of the County Plan directs new development away from hazard lands, Section 7.2.2 confirms that buildings are generally not permitted within the designation, and Section 7.2.9 sets out the criteria for any development that is contemplated. Section 4.4.2 of the Grey Highlands Plan similarly limits buildings within hazard lands and prohibits development within 30 metres of a water body. Both the proposed dwelling and the proposed on-farm diversified use are sited outside the hazard lands and outside the 30-metre water setback. Both Saugeen Valley Conservation Authority and Grey Sauble Conservation Authority have reviewed the proposal and raised no objection, and both confirm that no development is proposed within the hazard features. Grey Sauble has recommended that the property be assessed for karst topography, due to it being flagged as "potential area". The applicant has been made aware of this and will use caution while developing



the site to ensure the development is sited properly. Any visible karst will need to be raised with the Conservation Authority for further comment, if found.

Significant Woodlands

The significant woodlands are located in the southern portion of the property, away from the area proposed for development. The proposed dwelling and on-farm diversified use are sited in the northern portion of the property, outside the significant woodlands and their adjacent lands. Section 7.4(1) of the County Plan is therefore satisfied, since no development or site alteration is proposed within the significant woodlands or on adjacent lands. County Ecology however has advised that there generally would have been a requirement for an Environmental Impact Study (EIS) because of the OPA and ZBLA applications being submitted. They have indicated that the EIS can be waived provided the removed trees are replanted at a 1:1 compensation rate. A Tree Planting Plan prepared by Abraham Martin (November 2025) has been submitted and found generally acceptable by County Ecology.

Proximity to the Landfill Site

The property is approximately 500 metres from an active landfill site. Section 8.10.1(2) of the County Plan and Section 4.11.9 of the Grey Highlands Plan prohibit development within 500 metre distance unless a study prepared in accordance with the Ministry of the Environment, Conservation and Parks D-4 Guidelines confirms that the lands to be developed are secure from methane gas and leachate migration. A D-4 study has been prepared in support of the application, indicating that potential concerns to the subject property related to landfill derived leachate impacts have not been identified.

Compatibility and the D-6 Guidelines

Section 5.2.20 of the County Plan and Section 4.1.2(d) of the Grey Highlands Plan call for the D-6 Guidelines to be considered where an on-farm diversified use is industrial in nature, to guide separation from nearby dwellings and other sensitive uses. The proposed use is a dry, light manufacturing operation appropriately classified as a Class I industrial use under the D-6 Guidelines, for which the applicable potential influence area is 70 metres. The nearest sensitive noise receptor is a dwelling located approximately 214 metres from the proposed development, which exceeds the 70-metre distance by a wide margin. The use is therefore compatible with surrounding sensitive uses and conforms to the separation direction of both Plans.

Summary of OFDU Requirements

To summarize the policy directive of the PPS, the County OP and the Grey Highlands OP, an on-farm diversified use (OFDU) in Grey Highlands are generally supportive of the development, subject to the following:

Policy Requirements	Assessment of Conformity
The uses are less than 2% of the total lot area and are less than 8,000 square metres.	The proposed total area is 2,340 square metres (1.2%)
The structure may have a maximum footprint of 250 square metres and a maximum outdoor storage area of 750 square metres	The proposed use aligns with this maximum.
The gross floor area of the buildings related to the use do not exceed 20% of the total area to be zoned for the use.	The proposed use aligns with this maximum. The total building area related to the area zoned for use is 10.7%
The use must satisfy the provincial D-6 guidelines, which require the buildings to be a minimum of 70 metres from sensitive noise receptors (e.g. proximal houses).	The nearest sensitive receptor is more than 70 metres away.
The use must maintain minimum distance separation setbacks from neighbouring existing livestock facilities.	The use maintains MDS setbacks from neighbouring existing livestock facilities.
The use does not generate off-site adverse impacts and is compatible with surrounding uses.	The use is compatible with the Agricultural designation and is buffered from surrounding uses by distance and proposed tree cover.
The buildings meet all Building Code requirements.	Will be confirmed at the building stage.
The scale of the operation is secondary to the active agricultural use on the farm property, and appropriate to the site and the surrounding area.	This is addressed through compliance with size restrictions for the area to be rezoned.
The timing and duration of activities does not hinder agricultural operations on-site or in the area.	There is no feasible hindrance to agricultural operations.
On-site parking can be accommodated without impacting the agricultural operation.	There is ample on-site parking proposed.

ZONING BY-LAW 2004-50

Zoning By-law 2004-50 contains a specific zone for OFDUs, the "Rural Commercial (C4)" zone. The applicant is requesting a change in zoning from "Agricultural (A1)" and "Agricultural Holding (A1-h)" to "Rural Commercial (C4-xx)", with the intent of only rezoning the area designated for the OFDU.

Section 8.4 of Zoning By-law 2004-50 lists the permitted uses and zoning standards for the Rural Commercial (C4) Zone:

8.4.1 C4 - Permitted Uses

- a) Small-scale commercial/industrial sawmill and woodworking shop
- b) Small-scale commercial/industrial metal works shop
- c) Uses permitted according to the Rural (RU) Zone (Section 6.3)

8.4.2 C4 – Zone Provisions

- a) Minimum Lot Frontage - 100 metres.
- b) Minimum Lot Area - 20 hectares **will need to be reduced to 19.24 ha**
- c) Maximum Lot Coverage - 10 %
- d) Maximum outdoor storage for small-scale commercial/industrial related uses - 750 square metres **will need to be reduced to 100 square metres**
- e) Minimum Front Yard Setback - for residential and residential accessory buildings and structures - 30 metres
- f) Minimum Front Yard Setback - for agricultural buildings and agricultural accessory buildings and structures, and small-scale commercial/industrial buildings - 55 metres
- g) Minimum Interior Side Yard Setback - 15 metres
- h) Minimum Exterior Side Yard Setback - 20 metres
- i) Minimum Rear Yard Setback - 15 metres
- j) Maximum Height - 2.5 stories



k) Maximum Gross Floor Area (GFA) for small-scale commercial/industrial related uses - 250 square metres

The holding provision represents the 500m buffer from the landfill site and affects a very small piece of the northwest corner of the area to be rezoned to C4-xx. Based on the D-4 brief that was submitted with this application, there were no concerns related to the proposed development of a dwelling and on-farm diversified use. As a result, staff have no concerns associated with lifting the hold in this area to accommodate the proposed development.

Maintenance of General Intent of Zoning By-law

The proposal is to amend a portion of the "Agricultural (A1)" and "Agricultural Holding (A1-h)" zoned lands to "Rural Commercial Exception (C4-xx)". The exception intends to permit additional uses related to On-Farm Diversified Uses (OFDU) within the C4 zone, and will recognize the deficient lot area, and reduced outdoor storage area. The proposed shop will be situated in an area that will meet the provisions of the C4 zone in terms of lot coverage, height and the GFA requirements of Section 8.4 of Zoning By-law 2004-50. The shop will be adequately screened proposed tree buffers, minimizing line of sight issues. The proposed location also remains within the required noise buffer and preserves more agricultural land.

The C4-xx exception adds dry manufacturing and fabrication to the permitted uses of the base C4 zone and establishes site-specific minimum lot area and maximum outdoor storage area provisions corresponding to the area zoned for the on-farm diversified use, since the standard C4 minimum lot area of 20 hectares would not otherwise be met. The proposed building complies with the C4 standards for lot coverage, height, gross floor area, and the front, side, and rear yard setbacks under Section 8.4.2.

Comments Received to Date

Comment Received By	Summary of Comments
Grey Sauble Conservation Authority	All proposed development outlined within the provided site plan is located outside of the regulated area associated with the wetland feature. A permit under Ontario Regulation 41/24 will not be required.

	<p>No development is being proposed within the hazard features on the lot. The application is consistent with Section 5.2 PPS policies.</p> <p>Recommend that the property be assessed for karst topography by a trained individual.</p> <p>No objections to the proposal for the described zoning and official plan amendment application or associated development.</p>
<p>Saugeen Valley Conservation Authority</p>	<p>SVCA staff find the application acceptable.</p> <p>The workshop is not affected by flooding hazards, erosion hazards or unstable organic soils.</p> <p>SVCA staff finds the application is consistent with the natural hazard policies of the PPS.</p>
<p>County Planning</p>	<p>The subject property is approximately 19.2 hectares in size, with approximately 14 hectares designated as 'Agricultural' and ~5 hectares as 'Rural'. The proposed development is located within the Agricultural designation, which does not permit onfarm diversified uses on Agricultural lots less than 20 hectares. At the pre-consultation stage, County staff offered the opinion that permission for an OFDU on the property may be considered given that the property is very close to 20 hectares and is a 'split designation' property and hence would meet the general intent of the Official Plan. However, the overall size of the on-farm diversified use was not discussed or clarified during the pre-submission consultation process.</p> <p>The applicants are seeking to zone an area of 2,340 square metres for the OFDU, which would meet the 2% size requirement if the lot were to be greater than 20 hectares in size. However, Table 8 of the County's Official Plan limits the size of OFDU's on properties less than 20 hectares to a maximum of 2000 m². In the past, staff have supported on-farm diversified uses on Agricultural lots that are just less than, but very close to 20 hectares, provided the zoned area is limited to a</p>

	<p>maximum size of 2,000 square metres. In this case, the proposed development would slightly exceed 2,000 square metres; however, this is due to the County Official Plan requiring that any servicing used solely for the OFDU must be included in the rezoned area. As per Section 5.2.2(16). The slightly larger zoned area is to ensure that the proposed septic tank is within the zoned area. Therefore, County Planning staff have no concerns.</p> <p>It should be ensured that the subject property can safely provide on-site water and sewage servicing.</p> <p>The proposed development is located outside of the Hazard Lands therefore County planning staff have no concerns.</p> <p>The subject property is not currently licensed for the extraction of sand, gravel or bedrock, therefore the Agricultural/Rural policies apply. County Planning staff have no concerns.</p> <p>A D-4 Study was submitted with the application and determined that the potential impacts to surface water, groundwater, and the migration of methane gas from the landfill were considered to not be a concern for the subject property. County Planning staff have no concerns.</p>
County Transportation	The existing field entrance off of Grey Road 14 may be used however it must be upgraded to a CSAS commercial entrance.
County Ecology	The property contains and/or is adjacent to significant woodlands, significant wildlife habitat, potential habitat for threatened and/or endangered species, other wetlands and fish habitat. It is staffs understanding that the proposed development will be located within and/or adjacent to the features. It is staffs understanding that the woodlands proposed for removal are of a monoculture cedar thicket that contains limited ecological function. As such, it is staffs opinion that the potential impact to natural

	<p>heritage would be negligible and the requirement for an Environmental Impact Study (EIS) can be waived provided the removed trees are replanted at a 1:1 compensation rate.</p> <p>Staff have reviewed the Tree Planting Plan submitted by Abraham Martin (November, 2025) and find the plan generally acceptable. Staff recommend the completion of the plan/planting be added as a condition of approval, through an agreement, zoning holding, or other planning means.</p> <p>It is staffs understanding that stormwater management infrastructure is not needed for the proposal. A grading and drainage plan may be required at building permit stage.</p> <p>It is staffs understanding that the property does not contain protection areas that are subject to policies of the Source Water Protection Act.</p>
Grey Highlands Transportation and Public Spaces Department	A new civic address is requested for the change in entrance location. No other comments or concerns from Transportation and Public Spaces at this time.
Grey Highlands Environmental Services Department	No comments or concerns from Environmental Services at this time
Grey Highlands Fire and Emergency Services	No concerns from Fire and Emergency Services.
Grey Highlands Building Department	N/A



**RON DAVIDSON
LAND USE PLANNING CONSULTANT INC.**

April 22, 2026

Municipality of Grey Highlands
Planning Department
50 Lorne Street
Markdale, ON
N0C 1H0

Attention: Nora Salami, Junior Planner

Dear Nora:

**Re: Planning Justification Report (revised)
Official Plan Amendment and Zoning By-law Amendment Applications
Lot 21, Concession 1 SDR
Geographic Township of Artemesia, Municipality of Grey Highlands
113451 Grey Road 14
Owner: Old Durham Enterprise Inc. c/o Abraham and Sarah Martin**

Further to recent pre-consultation discussions regarding the above-noted property, enclosed please find a joint Official Plan Amendment / Zoning By-law Amendment application. Also included are:

- Articles of Incorporation;
- Site Plan;
- Tree Planting Plan;
- MDS Report; and,
- D-4 Brief.

To assist your office in evaluating this proposal, I offer the following:

The Proposal:

Old Durham Enterprise Inc. c/o Abraham and Sarah Martin owns a vacant 19.24-hectare lot located along the east side of Grey Road 14, in the former Township of Artemesia. The owner will be constructing a family residence and barn/shed on their

265 BEATTIE STREET OWEN SOUND ONTARIO N4K 6X2
TEL: 519-371-6829 ronaldavidson@rogers.com www.rondavidson.ca

property and also propose to erect a 250 square metre workshop to accommodate a small business that involves the making of plastic products through injection moulding.

The intended operation exceeds the size limits of a “home industry”, which is normally permitted as of right under the site’s current zoning, and therefore an amendment to the Grey Highlands Comprehensive Zoning By-law is necessary. Given the size of the property, an amendment to the Grey Highlands Official Plan is also required. Details of both amendments are provided later in this Planning Justification Report.

The Operation:

This business will involve the custom manufacturing of a variety of plastic products through a process known as injection moulding, which includes the melting and pouring of resin pellets into moulds.

The raw resin will be transported to the property in pellet form, mostly in large boxes, and stored indoors. The injection moulding machines will also be located inside the new workshop. The finished product will be temporarily stored either inside or within the designated outdoor storage area until pick-up or delivery occurs.

The business will employ Mr. Martin and possibly one or two others.

Utility vans or small cube vans will be used to transport the raw and finished products to and from the site. Occasionally, a trailer may be attached to the vehicle. Mr. Martin predicts a maximum of one to two truck-trips per day frequenting the site.

The hours of operation will be Monday to Friday from 7 am to 5 pm, on an as-needed basis, and sometimes on Saturdays.

All operations will occur within a 45 metre x 52 metre area, as identified on Figure 1. The 250 square metre workshop will be located within this designated area, along with an outdoor storage area, a small parking lot, and a gravel yard. The new house and barn/shed will be located outside of this area and will share a driveway with the business.

Subject Property:

The subject property is located southeast of the Grey Road 14 / Durham Road B intersection and has frontages along both roads, as illustrated on Figure 1 of this Planning Justification Report.

Approximately 3.0 hectares of this 19.24-hectare parcel are cash-cropped. The balance of the site is primarily forested, with a few small clearings. The area designated for the business is situated within a partially treed / partially cleared portion of the property.

Adjacent Land Use:

Land use in this area of the former Artemesia Township is represented predominantly by a mix of agriculture, forested lands, and residential lots. Other uses in the area include an active landfill site to the northwest, a cemetery to the north, and a golf course to the southeast. Furthermore, several of the farm properties located in the area include on-farm diversified uses.

County of Grey Official Plan:

i. Land Use Designation

The subject lands are designated 'Agricultural', 'Rural', and 'Hazard Lands' on Schedule A of the Grey County Official Plan, as per Figure 2 of this Report. The proposed shop, storage area, parking lot, and graveled area will be situated on lands designated 'Agricultural'.

ii. On-Farm Diversified Uses

The Grey County Official Plan gives consideration to on-farm diversified uses in both the 'Rural' and 'Agricultural' land use designations. Table 7 of the Official Plan provides examples of on-farm diversified uses, which include "*home industries (e.g. sawmill, welding or woodworking shop, manufacturing / fabrication, storage of boats or trailers, biomass pelletizer)*". The proposed manufacturing of plastic products would fall under this classification.

The relevant policies for on-farm diversified uses are found in Section 5.2.2 *Agricultural Development Policies*, as follows:

- 15) *New on-farm diversified uses shall be limited in size and scale, as per Table 8 below and to those uses that can be sustained by local service and infrastructure levels. New agricultural-related uses shall also be limited to uses that can be sustained by local service levels. Municipal official plans may choose to set local road standards required for such uses, which are in-line with the level and type of traffic being generated by the uses. Traffic Impact Studies may be required to determine the impact of the proposed operation on the local road network, as per*

section 8.3 of this Plan. Servicing or Noise Studies may also be required for new or expanded on-farm diversified or agricultural-related uses. Municipal official plans or zoning by-laws may also choose to limit individual uses that could otherwise be directed to settlement areas. Agricultural-related uses are not required to be limited in size, whereas on-farm diversified uses are required to be limited to the sizes shown in Table 8. Subject to the size limitation requirements of Table 8 of this Plan and section 5.2.2(17), on-farm diversified uses may be considered on lots less than 10 hectares in size in the Rural land use type.

Notwithstanding the above, home rural occupations may be permitted in the Rural land use type on lots less than 10 hectares in size, which exceed the size limitations in Table 8, only where permitted in municipal zoning by-laws, or where adequate justification has been provided in support of a zoning amendment.

Table 8: On-farm Diversified Use Size Criteria

Land use type	Property Size	On-farm diversified Use Maximum Size
Agricultural	20 hectares or greater	The lesser of; <ul style="list-style-type: none"> • 2% of the total size of the property, or • a maximum combined area of the use of 8,000 square metres
	Less than 20 hectares	Bed and breakfasts and/or home rural occupations within the dwelling only.
Special Agricultural	10 hectares of agriculturally productive area or greater	The lesser of; <ul style="list-style-type: none"> • 2% of the total size of the property, or • a maximum combined area of the use of 8,000 square metres
	Less than 10 hectares of agriculturally productive area	Bed and breakfasts and/or home rural occupations within the dwelling only.
Rural	20 hectares or greater	The lesser of; <ul style="list-style-type: none"> • 2% of the total size of the property, or • a maximum combined area of the use of 8,000 square metres
	Less than 20 hectares	The lesser of; <ul style="list-style-type: none"> • 2% of the total size of the property, or • a maximum combined area of the use of 2,000 square metres

- 16) *When determining the size of the on-farm diversified use it shall include buildings, laneways, parking, outdoor storage, servicing, exhibition areas, and/or amenity areas occupied by the on-farm diversified uses. Shared laneways / servicing, farm buildings, or landscaped areas also used by the farm shall not be included in the calculation of total use size. The passing of an implementing zoning by-law amendment will generally be required to permit new on-farm diversified uses, unless otherwise permitted 'as-of-right' in municipal zoning by-laws.*

Comment: The subject lands are designated both 'Agricultural' and 'Rural'. The property comprises 19.24 hectares of land, which is very close to the 20 hectares required for on-farm diversified uses in the 'Agricultural' designation. Because the figures used in the Official Plan are generally meant to have a minor degree of flexibility, the County Planning Department has advised that an amendment to the Grey County Official Plan is not necessary to reflect this minor deficiency, provided the area to be rezoned is limited to approximately 2000 square metres. The application is proposing to rezone 2340 square metres of land, which is consistent with the County's recommendation. Please note that the size of this area has been reduced since the original submission in order to meet the County's recommendation, but reducing it further is not possible as it would not leave sufficient area for the building, gravel yard, and septic system. Ideally, this new industrial building would share the detached dwelling's septic system; however, this is not permitted by the Municipality's Building Department.

- 17) *The gross floor area of the buildings (combined total for all buildings associated with the on-farm diversified use) shall not exceed 20% of the total area of the on-farm diversified use.*

Comment: The new 250 square metre workshop represents about 10.7% of the area to be rezoned, which is well under the allowed 20%.

- 18) *Municipalities may choose to limit the size and accessory uses related to wineries, cideries, breweries, meaderies, or distilleries, based on local characteristics, and/or the availability of servicing.*

Comment: This policy is not relevant.

- 19) *Prior to considering a new on-farm diversified use, it shall be demonstrated that the following criteria can be met:*

- a) *The use or activity does not interfere with, or generate off-site adverse impacts, and is compatible with surrounding uses,*
- b) *The use or activity can be sustained by local service levels and infrastructure,*
- c) *The buildings to be used meet all Building Code requirements for the type of use being proposed,*
- d) *The scale of the operation is secondary to the active agricultural use on the farm property, and appropriate to the site and the surrounding area,*
- e) *The timing and duration of activities does not hinder agricultural operations on site or in the area,*
- f) *For special events, the use or activity represents an occasional activity and is not a regular occurring activity and does not have permanent structures,*
- g) *On-site parking can be accommodated without impacting the agricultural operation, and*
- h) *The timing and duration of activities does not hinder agricultural operations on site or in the area,*

Comment: The proposed business should not have a negative impact on any adjacent land uses or residents, nor should it be disruptive to the nearby agricultural operations. More information on potential impact, specifically in regard to the Province's D-6 Guidelines, is provided below.

The new use will not place additional demand for services on the Municipality.

The workshop will meet all requirements of the Ontario Building Code.

Agricultural activity will continue on the subject lands. By locating the development within a partially treed area, no lands will be removed from agricultural use. It is recognized that the amount of land that will be cropped is not significant. The property is appropriate for an on-farm diversified use as it is large, and it will include the Martin's family residence. As well, the majority of the existing trees will be maintained,

thereby providing for a very effective screening of the workshop and outdoor storage from public view.

Mr. Martin intends to operate the business Monday to Friday, from 7 am to 5 pm, and occasionally on Saturdays. Agricultural activities on the property or adjacent lands should not be hindered by the new use, as explained above, regardless of the hours of operation.

As well, the rezoning will comply with the Minimum Distance Separation (MDS) formulae, as demonstrated in the attached MDS Report. Although the Grey County Official Plan does not require an on-farm diversified use to conform to MDS, compliance with this Provincial document remains a good practice.

There is ample area on the property to accommodate the limited number of vehicles that will visit the site.

- 20) *Ministry of the Environment, Conservation and Parks (MECP) D-6 Guidelines, or any successor thereto, shall be considered for any new agricultural-related uses or on-farm diversified uses or an industrial nature in the Agricultural, Special Agricultural, or Rural land use types, to guide the separation of industrial uses from nearby dwellings, institutional uses, or other sensitive non-agricultural uses. Uses which are covered as normal farm practices by the Farming and Food Practices Protection Act (FFPPA) shall not be required to meet the D-6 Guidelines, provided they meet all required Provincial noise, air, water, and wastewater standards.*

Comment: The proposed welding shop is not expected to create a negative impact on any adjacent sensitive receptors, which in this case would be the nearby residences. A welding shop would generally not create any air, water, or wastewater pollutants. A minor amount of noise is possible; however, given the small-scale size of the business, the hours of operation, and the small amount of truck traffic to be generated from this on-farm diversified use, it is highly doubtful that noise will become an issue.

The D-6 Guidelines would classify the intended operation as a "Class I Industrial Facility", which is defined as:

Class I Industrial Facility

A place of business for a small scale, self contained plant or building which produces/stores a product which is contained in a package and has

low probability of fugitive emissions. Outputs are infrequent, and could be point source or fugitive emissions for any of the following: noise, odour, dust and/or vibration. There are daytime operations only, with infrequent movement of products and/or heavy trucks and no outside storage.

The Guidelines state that lands situated within 70 metres of a Class 1 Industrial Facility, such as the intended on-farm diversified use, are considered to be located in an area of potential influence. On this note, the area to be rezoned is situated approximately 214 metres from the closest neighbouring dwelling, which is located to the north, and therefore the neighbour's house is well outside of the potential area of influence. This notwithstanding, it is still worth noting that the new business will not create an odour or dust or cause vibrations, and that any noise generated will be very limited and should not be heard beyond the property limits. The proposed tree retention will assist in buffering noise.

With regard to the Minimum Distance Separation (MDS) formulae, Section 5.2.2, subparagraph 5) of the Official Plan states the following:

- (a) *MDS I will generally not be required for on-farm diversified uses, except where a municipality has required MDS to apply in their municipal official plan or zoning by-law. For the purposes of MDS, on-farm diversified uses should be considered a Type A land use.*

Comment: The Grey Highlands Official Plan still applies the MDS formulae to on-farm diversified uses, as explained later in this Planning Justification Report. One livestock facility exists within 750 metres of the area to be rezoned. The attached MDS Report prepared by Eli Sherk, a representative of the landowner, has demonstrated that the new use meets the required setback from that barn and manure storage facility.

iii. Aggregate Deposits

Schedule B of the County Official Plan recognizes the north 50% (approximately) of the subject property as 'Aggregate Resource Area'. This implies that a primary source of sand and gravel may exist on the site. Section 5.6.2 *Aggregate Resource Area Policies* includes the following:

- 7) *In Aggregate Resource Areas shown on Schedule B, new non-agricultural uses may be considered on existing lots of record, where they are a permitted use in the Agricultural, Special Agricultural, or Rural land use types. Where such non*

agricultural uses are not permitted by those land use types, and an official plan amendment is required, new non-agricultural uses may only be permitted if:

- a) *The extraction of the aggregate resource is not feasible due to the quality or quantity of material or the existence of incompatible development patterns. The quality and quantity of the material will be determined by having a qualified individual dig test pits within the area proposed for the nonagricultural development; or*
- b) *The proposed land use or development serves a greater long-term interest of the general public than the aggregate extraction; and*
- c) *Issues of public health, public safety, and environmental impact are addressed.*

Comment: An on-farm diversified use is permitted in the 'Rural' and 'Agricultural' designations, and therefore this new non-agricultural activity may be considered.

iv. Landfill Site Setbacks

The municipal landfill (known as the "Artemesia Landfill") is located to the northwest of the subject lands and is recognized on Appendix A of the Official Plan. Section 8.10.1 *Operating and Known Abandoned Landfill Sites* includes the following:

- 1) *No development or site alteration will be permitted within 500 metres of an operating landfill site as shown on Appendix A, unless a D-4 study document has been prepared and submitted for review in accordance with the Ministry of the Environment, Conservation and Parks (MECP) D-4 Guidelines or its successor document. The D-4 study or its successor document will need to identify that the lands to be developed are secure from potential methane gas and/or leachate migration from the landfill site or what remedial measures or conditions are required prior to any development approval being granted.*

Comment: GEI Consultants (formerly GM BluePlan Engineering Ltd.) has been monitoring the Artemesia Landfill for several decades on behalf of the Municipality. This firm had also conducted a D-4 Study in 2023 on behalf of a landowner located on the north side of the landfill. As such, the Hydrogeologist working for GEI Consultants has extensive knowledge regarding the leachate and methane that is produced by the landfill and has advised in the attached D-4 Brief that no development on the south side of the landfill site would be affected by leachate or methane.

v. Natural Heritage

Some of the forested lands situated on the subject property fall within the 'Significant Woodland' constraint on Appendix B of the Grey County Official Plan, including a very small portion of the area to be rezoned. Section 7.4 *Significant Woodlands* includes the following:

- 1) *No development or site alteration may occur within Significant Woodlands or their adjacent lands unless it has been demonstrated through an environmental impact study, as per Section 7.11 of this Plan, that there will be no negative impacts on the natural features or their ecological functions. Adjacent lands are defined in Section 7 and 9.18 of this Plan.*

Note: The Official Plan defines "adjacent lands" for a 'Significant Woodland' to be those lands located within 120 metres of this feature.

Comment: The County Ecologist reviewed the development proposal during the pre-consultation exercise and advised that an Environmental Impact Study is not necessary if the development occurred in this particular location, as these lands are mainly mono-culture cedars with very limited wildlife habitat.

Nevertheless, to offset the tree loss that will occur on the site, Mr. Martin is willing to plant trees in two other locations on this property and also on a nearby farm parcel. A Tree Planting Plan has been prepared and has been deemed relatively acceptable by the County Ecologist. That plan has been included with the application package file with the Municipality.

iv. Policy Review Conclusion

In view of foregoing, the proposed on-farm diversified use conforms to the Grey County Official Plan.

Grey Highlands Official Plan:

i. Land Use Designation

In a manner identical to the Grey County Official Plan, Schedule A of the Grey Highlands Official Plan designates the subject lands as 'Agricultural', 'Rural', and 'Hazard Lands', as illustrated on Figure 3 of this Report.

The area to be rezoned for the non-farm diversified use is designated 'Agricultural'.

ii. On-farm Diversified Uses

Permitted within the 'Rural' and 'Agricultural' designations are on-farm diversified uses. Examples of such uses are provided in Table 1 of the Official Plan and include home industry operations.

Section 4.1.2 *Agricultural Policies* states the following:

- (d) *On-Farm Diversified uses are those uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agritourism uses, and uses that produce value-added agricultural products. On-farm diversified uses must generally meet the Ministry of Environment and Climate Change (D-6 Guidelines). MDS 1 will be required for on-farm diversified uses. For the purposes of MDS, on-farm diversified uses should be considered a Type A land use.*
- (e) *New agricultural related uses and on-farm diversified uses and recreational and institutional development will require an amendment to the implementing zoning by-law and may be subject to Site Plan Control approval. On-Farm Diversified Uses shall not be permitted on any parcel of land less than 20 ha in size.*

The definition section of the Official Plan provides the following with regard to on-farm diversified uses:

ON-FARM DIVERSIFIED USES means uses that are secondary to the principle agricultural use of the property, and are small scale. On-Farm Diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value-added agricultural uses.

SMALL SCALE on parcels 20 hectares or greater in the Agricultural or Rural designation small scale when used in the context of commercial or industrial uses means those uses which exceed the provisions of a Home/Rural Occupation, but do not exceed the following:

- *occupies combined building(s) not exceeding 250 square metres;*
- *outside storage and display is limited to an area not greater than 750 square metres;*
- *the passing of an implementing Zoning By-law Amendment.*

Comment: The subject property comprises 19.24 hectares of land and is therefore slightly deficient in size for on-farm diversified uses. Grey Highlands Planning staff advised during the pre-consultation exercise that this deficiency would require an amendment to the local Official Plan in order for the proposed Zoning By-law Amendment to be approved. For this reason, an application to amend the Grey Highlands Official Plan has been filed.

The justification for the Official Plan Amendment is simple: The size of the property makes up 96.2% of the 20-hectare requirement, which clearly maintains the intent of the Official Plan. The lot would have achieved the 20-hectare requirement if the former schoolhouse had not been severed from these lands decades ago. In terms of impact, it would be virtually impossible to identify a difference between an on-farm diversified use on a 19.24-hectare lot and an identical business on a lot that is 0.76 hectares larger. Furthermore, the figures used in an Official Plan are generally meant to be interpreted with a minor degree of flexibility.

The requested Zoning By-law Amendment is intended to establish a 'C4' zone on a small portion of the subject property. Following its approval, the owner will enter into a Site Plan Agreement with the Municipality.

The workshop will occupy 250 square metres of floor area.

The outdoor storage area encompasses 100 square metres of land at the rear of the new building.

Compliance with the D-6 Guidelines has been demonstrated earlier in this Planning Justification Report.

Whereas the Grey County Official Plan does not apply MDS to on-farm diversified uses, the Grey Highlands Official Plan does require compliance with the MDS formulae. On this note, an MDS Report has been prepared for the one livestock facility existing within 750 metres of the site, and it has demonstrated compliance with the MDS formulae.

iii. Aggregate Deposits

Schedule B of the Grey Highlands Official Plan recognizes a portion of the subject property as an 'Aggregate Resource Area'. The associated policies are virtually identical to those contained in the County Official Plan in terms of protecting this resource from development that might otherwise impede potential future aggregate

extraction while also giving consideration to land uses that are currently permitted in the 'Rural' and 'Agricultural' designations. The proposal conforms with this policy.

vi. Landfill Site Setbacks

The landfill site located to the northwest of the subject property is identified on Schedule E. The policies require a D-4 Study for any development located within 500 metres of a landfill. A D-4 Brief has been conducted by the Hydrogeologist that is responsible for the ongoing monitoring of the landfill site on behalf of the Municipality, and it has concluded that the development raises no concerns regarding leachate or methane.

v. Natural Heritage

Schedule C of the Grey Highlands Official Plan shows a portion of the subject property as 'Significant Woodland'. As explained earlier, the County Ecologist is satisfied that the proposed development does not warrant an Environmental Impact Study.

iv. Policy Review Conclusion

Based on the above, the proposed Zoning By-law Amendment conforms to the Grey Highlands Official Plan.

Provincial Planning Statement:

The Provincial Planning Statement (PPS) permits on-farm diversified uses on prime agricultural areas and on rural lands. The PPS provides the following definition:

On-farm diversified uses: means uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agritourism uses, and uses that produce value added agricultural products. Ground-mounted solar facilities are permitted in prime agricultural areas, including specialty crop areas, only as on-farm diversified uses.

Section 2.3.3.1 of the PPS includes the following policy for on-farm diversified uses in rural and prime-agricultural areas:

Proposed agriculture-related uses and on-farm diversified uses shall be compatible with, and shall not hinder, surrounding agricultural operations. Criteria for these uses may be based on guidelines developed by the Province or municipal approaches, as set out in municipal planning documents, which achieve the same objectives.

This Planning Justification Report has demonstrated that no impact on the surrounding agricultural operations should occur.

Also, the PPS protects natural heritage features and aggregate deposits. The policies have been carried forward into the Official Plans and have been addressed in this Planning Justification Report.

Furthermore, the PPS requires municipalities to provide opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses. This policy would support the proposed land use.

The proposal complies with the relevant policies of the PPS.

Grey Highlands Zoning By-law:

The subject lands are currently zoned 'A1' (Agricultural) and 'EP' (Environmental Protection) on Schedule A of the Municipality's Zoning By-law, as shown on Figure 4.

As well, a holding (h) symbol has been applied to the 'A1' zoned area at the north end of the property. The Zoning By-law was attempting to implement the Official Plan by placing this holding symbol on the zoning of all lands located within 500 metres of the landfill site to ensure that no development occurs without a D-4 Study; however, the 500-metre setback appears to have been measured from the centre of the landfill instead of from the actual boundary of the licensed area, resulting in the holding symbol being applied to a smaller portion of the property than required by the Official Plan. This notwithstanding, since the D-4 Brief has taken into consideration the entire subject property, whether or not there was a mapping error is no longer relevant.

The proposed Zoning By-law Amendment would change the zoning of 3840 square metres of land from 'A1-h' to 'C4-x' (Rural Commercial with special provision), as shown on Figure 5.

The Township's Zoning By-law has created the 'C4' (Rural Commercial) zone to implement the on-farm diversified policies of the County and Grey Highlands Official Plans. Permitted uses in the 'C4' zone include a small-scale commercial/industrial metal workshop; however, a business involving the moulding of plastic products would appear to require a special 'C4' zoning, and therefore a site-specific zone is proposed.

The suggested wording of this new zone is as follows:

Notwithstanding any provisions of By-law 2004-50 to the contrary, the following provision in addition to any other provision within the Rural Commercial (C4) zone shall apply to those lands zoned Rural Commercial (C4-x):

- (i) *Additional Permitted use shall be limited to the fabrication of moulded plastic products.*

The balance of the property would remain zoned 'A1' and 'EP'. The Martin family residence will be constructed on lands zoned 'A1'.

In addition, a holding symbol would be added to the entire property to ensure that an Archaeological Assessment is conducted before any development occurs. The Assessment will need to be completed for at least the on-farm diversified use development envelope plus a buffer area. The size of the buffer area will be determined by Saugeen Ojibway Nation (SON). Following the completion of the Assessment to the satisfaction of SON and its registration with the Province, the holding symbol will be removed by By-law. SON is satisfied with the holding symbol remaining on the balance of the property. It is worth noting that the Stage 2 Assessment was supposed to be carried out in 2025; however, snow arrived early last year, making it impossible to undertake this work. The Archaeologist expects to conduct the fieldwork in early spring of this year, once site conditions allow.

Concluding Comments:

The proposed Official Plan Amendment and Zoning By-law Amendment have strong planning merit and should be given favourable consideration.

I trust your office will deem the application complete. Should you require additional information, please do not hesitate to contact the undersigned.

Before scheduling the public meeting, please advise of the potential meeting date to ensure my availability. Your assistance in this matter is sincerely appreciated.

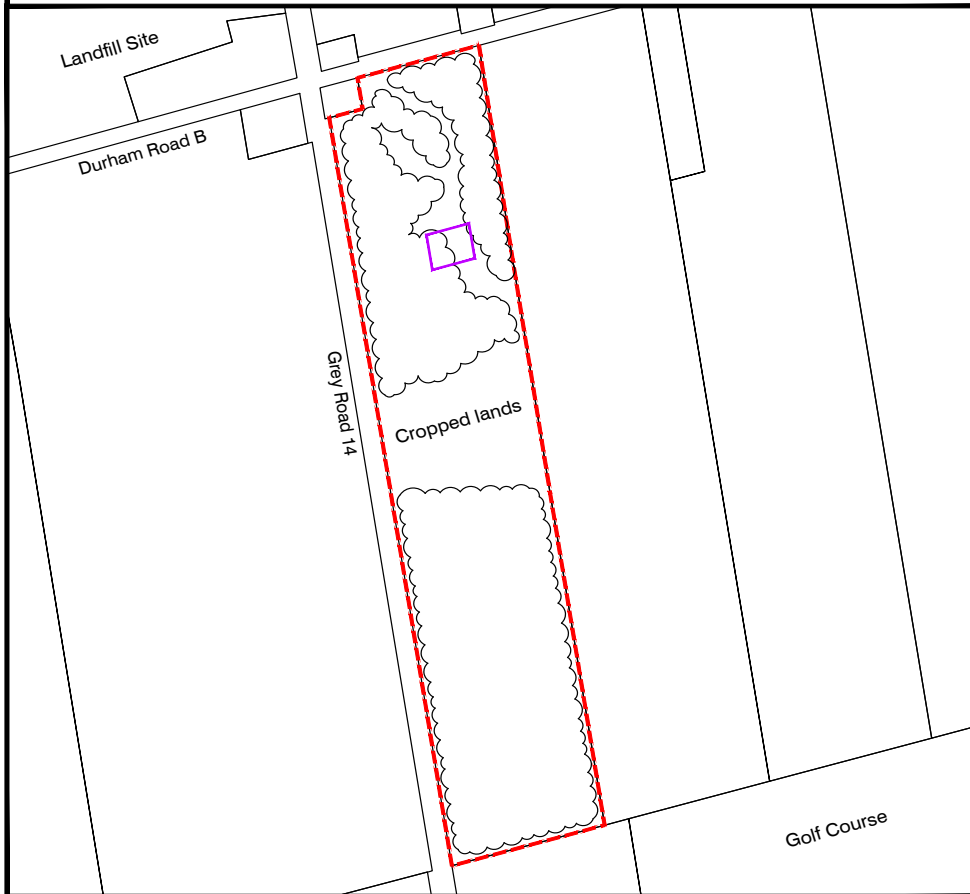
Respectfully submitted,



Ron Davidson, RPP, MCIP
c.c. Abraham Martin
Eli Sherk

Figure 1: Site Plan






-  Subject Lands
-  Area of Proposed On-Farm Diversified Use



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Grey Highlands

RD **RON DAVIDSON**
LAND USE PLANNING CONSULTANT INC.
OWEN SOUND, ONTARIO
SCALE 1:6000

Figure 2: Grey County Official Plan Schedule A






-  Subject Lands
-  Area of Proposed On-Farm Diversified Use
-  Agricultural
-  Rural
-  Hazard Lands

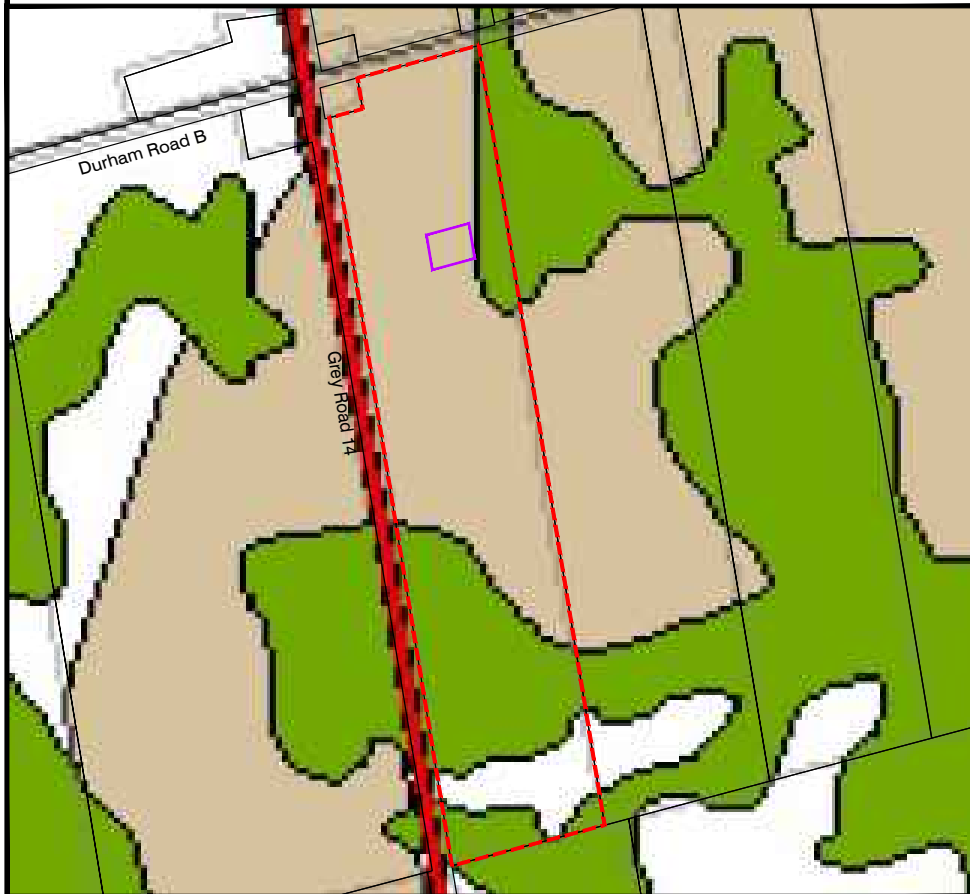


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OWEN SOUND, ONTARIO
SCALE 1:6000

Figure 3: Grey Highlands Official Plan Schedule A

-  Subject Lands
-  Area of Proposed On-Farm Diversified Use
-  Agricultural
-  Rural
-  Hazard Lands

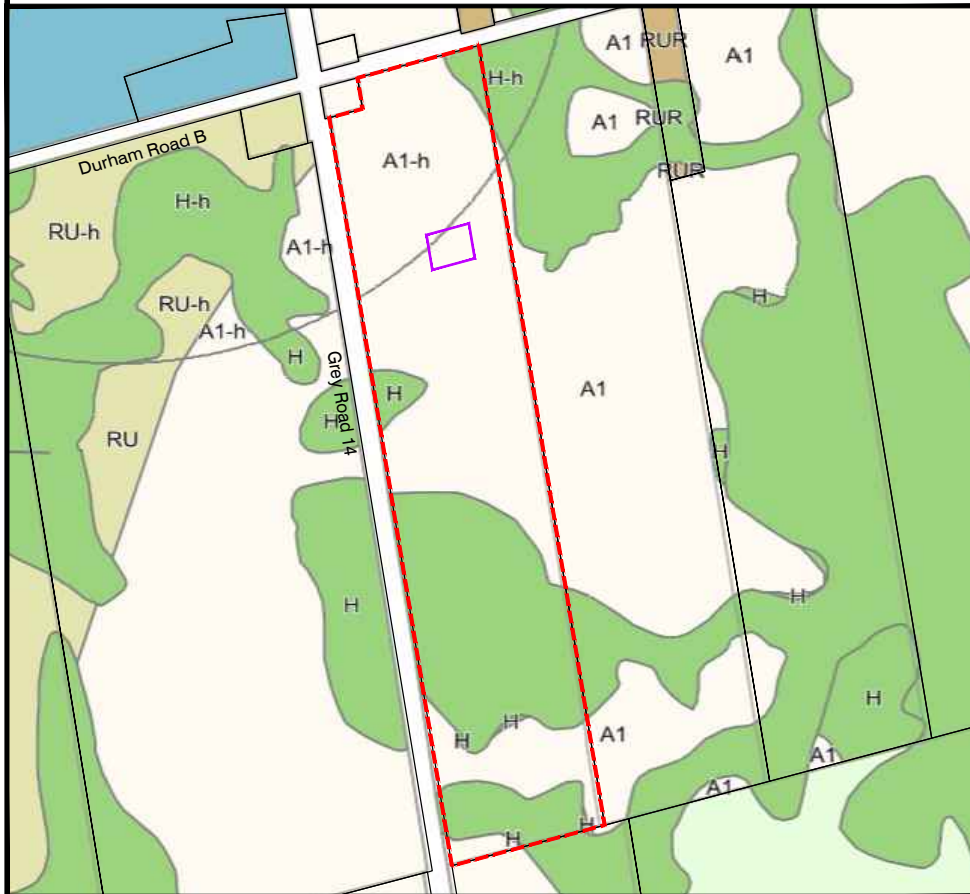


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Figure 4: Grey Highlands Zoning By-law Schedule A



-  Subject Lands
-  Area of Proposed On-Farm Diversified Use

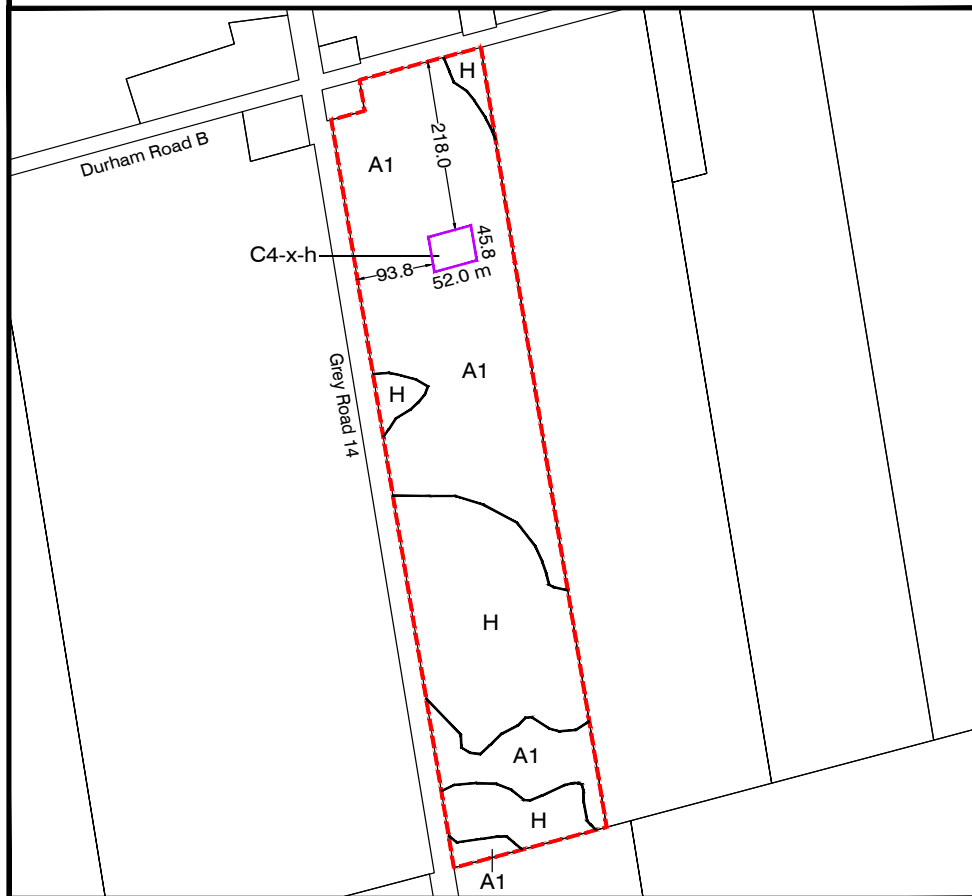


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Figure 5: Proposed Zoning

-  Subject Lands
-  Area of Proposed On-Farm Diversified Use



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Grey Highlands

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SCALE 1:6000



D-4 Study

113451 Grey Road 14, Grey Highlands - ON

Submitted to:

Old Durham Enterprise Inc.
1459 Gerber Road
Wellesley, ON, N0B 2T0

Submitted by:

GEI Consultants Canada Ltd.
1260 2nd Avenue East, Unit 1
Owen Sound, ON, N4K 2J3

March 2026
Project No. 2600771



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Figure 1a.	Site Location Map and Landfill Property Boundary
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Appendices:

Appendix A:	Certificate of Approval No. A261204 – Artemesia Waste Disposal Site
Appendix B:	Borehole and Monitoring Well Logs
Appendix C:	MECP Water Well Records

1. Introduction & Background

GEI Consultants Canada (GEI) was retained by Old Durham Enterprise Inc. to undertake a Ministry of the Environment, Conservation and Parks (MECP) D-4 Study (Guideline for Land Use On or Near Landfills and Dumps) to support the potential future development of the vacant property located southeast of the active Artemesia Landfill Site. The Subject Property is legally described as: Concession 1 SDR Lot 21, in the former Township of Artemesia, Municipality of Grey Highlands.

The subject property consists primarily of undeveloped, wooded lands with some open fields, and is situated southeast of the Artemesia Landfill Site. The landfill site is located west of the right-of-way for Grey Road 14 (i.e., on the west side of the County Road) at 113524 Grey Road 14. The landfill is approximately 6 km southwest of the Village of Flesherton, and approximately 4.5 km east of the Village of Priceville. The landfill property comprises an approved landfill footprint encompassing an area of 4.5 hectares (11.1 acres) within a total property area of 18.5 hectares (45.7 acres). The location of the subject property, the landfill site, and the lands within the proposed study area are presented on the Site Plan provided on Figure 1.

Of significance for this D-4 Study, it is noted that an annual monitoring program associated with the Artemesia Landfill property has been conducted with annual MECP consultation and approval to support the operation of the landfill since 1979. The annual monitoring program includes the annual sampling of groundwater, surface water, and the measurement of landfill gas (primarily methane). Based on the completion of the annual monitoring program at the Landfill site and annual report submission to the Ministry since 1979, extensive analytical findings are available for review since the inception of the monitoring program. The active Landfill site has been operated under MECP Provisional Environmental Compliance Approval (ECA) number A261204. The ECA has been amended over time to include the new active areas. A copy of the ECAs are presented in Appendix A.

Considering the proposed development on the study lands identified herein and the proximity to the existing Artemesia Landfill Site, it is our understanding that a D-4 Study is required to be completed as part of the planning and permitting process for potential development on the subject property.

2. Purpose and Scope of Work

The purpose of this study is to evaluate the potential impacts or risks to the proposed development activities on the Subject Property due to the presence of the Artemesia Landfill Site on the adjacent property and from the associated activities on the Landfill Site. This study is based on a review of the available monitoring and operations information to date and considers the potential risk to the Subject Property based on the existing and planned development at the Landfill Site. This report does not consider development beyond the currently approved landfill area.

For the purposes of this Study, it is assumed that no development is proposed on the landfill property and that the buffer lands would remain under the ownership of the Municipality. Since the Subject Property is removed from the actual Landfill Site and property, potential soil impacts and land settlement due to landfilling are not considered to be a concern. Based on the progressive closure of the remaining active area, issues such as traffic, noise, blowing litter, and other aesthetic considerations have not been identified as a concern and will not be addressed further herein.

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This study will evaluate the potential impacts to the study area resulting from:

1. Leachate impacts to surface water;
2. Leachate impacts to groundwater;
3. The generation, migration, and accumulation of landfill gas, particularly methane.

As a result, the scope of work conducted to evaluate the aforementioned potential impacts to the Subject Property involved, the review and summation of the available historical information related to landfill activities and the annual monitoring program for the Artemesia Landfill Site, and a review of associated hydrogeological information including regional groundwater studies, and applicable regional and physiographic mapping.

3. Previous Studies and Background

As part of this study, a review of available information and reports was completed to assess the potential for impacts from the landfill to the subject property. As part of the original landfill site planning, an initial Hydrogeological Assessment for the Township of Artemesia Landfill was completed by Morrison Beatty Limited in October 1979 and an initial Plan of Development and Operations (PDO) for the Site was completed by Gamsby and Mannerow Limited (now operating as GEI Consultants Canada Ltd.) in August 1980. Landfilling at the Artemesia Landfill Site reportedly commenced in the fall of 1971. However, initial groundwater and surface water quality monitoring at the Site first occurred in 1979. Since 1988, water quality has consistently been monitored (i.e., at minimum once or twice annually), with additional intermittent measurements taken in the intervening years (i.e., between 1979 and 1988). It is noted that the original Hydrogeological Assessment and PDO were updated by GEI to support the ongoing development and operation of the Site, including progression to the subsequent stages of approved waste placement. The updated PDO was completed by GEI in August of 2013, and the supporting Hydrogeological Assessment was completed in June of 2015.

As previously reported, an annual monitoring program was established at the landfill site in 1979. As a result of the above noted investigations, annual monitoring reports have been completed by GEI for each calendar year since the inception of the annual monitoring program. The annual reports provide the findings of the previous hydrogeological studies, tabulated historical analytical data for each monitoring year, and also provide findings, conclusions, and ongoing recommendations pertaining to the entire data set.

For the purposes of this D4 Study, a significant amount of existing data and previous studies, assessments, and documentation is available due to the long-term monitoring that has been conducted under MECP review and acknowledgement. Therefore, a review of the following reports has been completed as part of this study:

- Hydrogeological Assessment – Township of Artemesia Landfill, Morrison Beatty Limited, October 1979 (revised and updated January 1980).
- Landfill Development Plan, Township of Artemesia, Gamsby and Mannerow Limited, August 1980.
- Plan of Development & Operations, Artemesia Landfill Site, Gamsby and Mannerow Limited, August 2013.
- Hydrogeological Investigation Report, Artemesia Landfill Site, Gamsby and Mannerow Limited, June 2015.

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- Annual Monitoring Report (2023) - Artemesia Landfill Site, GEI Consultants, March 2024.
- Annual Monitoring Report (2024) - Artemesia Landfill Site, GEI Consultants, March 2025.

The above noted reports provide the findings of the monitoring programs and present a significant amount of information regarding the local geology, hydrogeologic setting, and groundwater conditions in the area. As part of the current and previous investigations associated with the landfill Site, a total of 26 monitoring wells have been installed at different locations across the site and around the perimeter of the property since 1979. Additionally, it is noted that the individual Annual Monitoring Reports (i.e., for 2023, 2024, etc.) represent an extension of information from all the previous years and are not completed as a “snap-shot” report for only an individual year. Because the annual monitoring and reporting procedure is an iterative process, it represents ongoing findings and conclusions since the monitoring program was initiated in 1979 with a review and summation of the tabulated historical analytical data for groundwater and surface water. Therefore, a review of the most recent Annual Reports provides a summation of the full extent of the information, analytical data, long term trends, and findings since the initial annual reporting process started at the Site.

A discussion of the Site setting (as obtained from previous reports and available information) is provided in the following section.

4. Site Setting

4.1. Site Description

The subject property is located on the south side of Durham Road B, approximately 3.5 km northeast of the town of Priceville. The northerly property boundary of the subject property is noted to be located approximately 70 m southeast of the Artemesia Landfill property boundary and is approximately 170 m southeast of the landfill footprint (actual area of placed waste). The property is located in a mainly rural residential and agricultural area. The legal description of the property is Lot 21, Concession 1 SDR. The subject property encompasses an approximate area of 19.25 ha (47.55 acres).

A view of the subject property including the adjacent landfill property, and the area located within 500 m of the landfill property is presented on Figure 1.

4.2. Physiographic and Geologic Setting

The Site is located in the physiographic region known as the Horseshoe Moraines. The area is characterized by a complex of till ridges, kame moraines, outwash plains, and spillways, interspersed with more smoothly moulded till plains and drumlinized areas. The area also contains many small lakes, streams and numerous swampy areas (Chapman & Putnam, 1984).

Local water well records indicate that the overburden is comprised primarily of glacial tills that extend to a depth of approximately 45 to 60 m below ground surface (mbgs) in the vicinity of the Site (equivalent to an elevation of approximately 430 to 445 masl). Further review of the MECP well records indicates that within the overburden sequence is a unit of hardpan and/or silt/clay that is likely continuous in extent, although its thickness and depth is variable. The underlying bedrock is characterized by buff to brown, medium bedded dolostone of the Guelph Formation.

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Elevations within the study area range from approximately 500 m above sea level (masl) to 480 masl. The highest point is associated with the kame moraine situated on the southern portion of the study area. The kame deposit then slopes downward toward the north-northwest, leading to the spillway deposits characterized by the low-lying, swampy depression and an intermittent tributary that is situated directly south of the landfill property. The intermittent tributary is the primary surface water feature in the vicinity of the study area. This tributary continues to flow northward for approximately 500 m before discharging to the Boyne River, which is part of the Beaver River Watershed.

Based on a review of the borehole logs and geologic cross-sections presented within the historical Annual Monitoring Reports for the landfill site, the shallow overburden at the site consists of a complex sequence of glacially derived sediments. The documented shallow overburden soils at the site are typical of a kame deposit which is often characterized by irregularly bedded silt, sand and gravel, resulting from the accumulation of debris/soils deposited by a melting glacier. Based on a detailed analysis of the overburden soil stratigraphy, discussed in the Hydrogeological Investigation, the shallow overburden soils are described as glaciofluvial outwash and ice-contact deposits observed to be a unit of unconsolidated/loose sand and silt overlying a unit of compact till with lower permeability soils.

The MECP Water Well Records are presented in Appendix C and borehole logs for the monitoring wells associated with the landfill site are presented for review in Appendix B.

4.3. Hydrogeologic Setting

The hydrogeological conditions in the study area were determined based on the information presented within the previous Hydrogeological Assessments, the Annual Monitoring Reports, and on a review of the available borehole/monitoring well logs. According to the above noted document review, the direction of shallow groundwater flow has been well established and documented as part of the previous Hydrogeological Assessment at the landfill site and as part of the annual monitoring program that has been conducted for a period of 41 years.

Based on the previous and ongoing studies, the direction of shallow groundwater flow in the overburden aquifer at the landfill is generally from south to north following the pronounced downward sloping topography. However, based on the combined water levels from historical/decommissioned and existing monitoring locations, the local topographic highs and lows associated with the kame and spillway deposits appear to locally influence the groundwater flow direction within the shallow overburden aquifer. The resulting groundwater flow pattern from the combined analysis is generally inferred to be from south to north, however the overall flow path is shown to have a local radial pattern in association with the various landfill site features. That is, along the southern boundary of the landfill the groundwater flow is directed slightly to northeast towards Grey County Road No. 14 and is then directed back to the north-northwest and groundwater flow from the southwest corner of Lot 20, Conc. 1 NDR appears to have a northwest flow component prior to being re-directed to the north-northeast towards the intermittent tributary.

The direction of shallow groundwater flow was determined through the measurement of groundwater elevations in the current and historical monitoring wells located on the Artemesia landfill property over a monitoring period of greater than 40 years. Based on the documented groundwater elevation measurements and groundwater flow determination, the groundwater flow associated with the landfill property migrates in a northerly direction toward the low-lying swampy area, creek complex, and ultimately toward the Boyne River.

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Based on the water levels measured, shallow groundwater flow in the overburden aquifer continues to generally be in a northerly direction, with a hydraulic gradient of approximately 1% in the low-lying swampy area and between 2.5% to 4% in the upper portion of the study area at the top of the hill. The hydraulic conductivity of the glaciofluvial sand and silt unit associated with the shallow overburden was estimated to be 2.2×10^{-3} cm/sec. Of significance to the subject property, based on the inferred northerly direction of shallow groundwater flow measured on the landfill property, the subject property is inferred to be located hydraulically upgradient of the landfill property.

Previous hydrogeologic evaluations and ongoing annual monitoring programs have indicated that groundwater migration in the overburden unit is predominantly horizontal in a northerly direction, therefore leachate impacts are most likely to be observed in this shallow more permeable glaciofluvial sand and silt unit. Furthermore, the underlying low-permeability sediments associated with the compact till unit appear to act as an aquitard, which would reduce the downward migration of the shallow groundwater. Therefore, groundwater migration beneath the landfill is likely to be primarily horizontal within the shallow unconsolidated glaciofluvial sand and silt soils.

4.4. The Artemesia Waste Disposal Site

In 1971, the Ministry of the Environment and Climate Change (MECP, formerly the MOECC) approved landfilling within Lot 20, Concession 1NDR and operations reportedly began in the fall of that year. Subsequently, on March 19, 1985 the Ministry issued Provisional Certificate of Approval (CofA) No. A261204 to the Municipality. This CofA, (now referred to as an ECA) has been amended and re-issued on May 27, 1991, September 28, 2011, and January 2016. The landfill property comprises an approved area of 4.5 hectares (11.1 acres) within a total Site area of 18.5 hectares (45.7 acres). The general location of the landfill property relative to the proposed development area is shown on Figure 1. The landfill services the Residential and Industrial, Commercial, and Institutional (ICI) sectors located within the service area and is approved to accept domestic, commercial, and non-hazardous solid industrial waste.

Since 2018, the Artemesia Waste Disposal Site has been operating primarily as a transfer station with no waste placement or landfilling operations being completed at the site. During that period, all received waste is transferred to the Holland/Markdale Waste & Diversion site. The Municipality reports that a lift of interim soil cover has been applied to all inactive, partially filled areas (i.e., areas not filled to final contours) to reduce/prevent surface water infiltration within the landfill footprint.

5. Potential Impacts Due to Landfill Site

The following sections evaluate the potential impacts to potential future development on the Subject Property due to the presence of the Landfill Site and associated activities at the landfill property.

5.1. Potential Impacts to Surface Water

Shallow groundwater flow often correlates to topographical features and groundwater typically flows towards nearby lakes, streams and wetland areas. The Subject Property is observed to slope gently from north to south, with elevation ranging from 500 masl in the most northerly portion of the site to 490 masl in the most southerly portion of the property.

D-4 Study
113451 Grey Road 14, Grey Highlands
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Currently, the surface water quality monitoring program at the Artemesia Landfill Site evaluates water quality within various surface water features identified at or in close proximity to the landfill Site including:

- SW1 – Roadside Swale: located at the northeast corner of the landfill property and monitors surface water flowing to the north within the roadside swale situated adjacent to Grey Road 14.
- SW2 – Downstream: located directly north of the landfill property and monitors surface water flowing within the intermittent tributary of the Boyne River, downstream of the landfill property.
- SW3 – Downgradient: located 75 m downgradient from the northern limit of the fill area.
- SW5 – Background/Upgradient: located upgradient of the landfill property, considered to be the background sample location collected within the Boyne River tributary.

Over twenty-five years of successive annual surface water quality data is available for various leachate indicator parameters from the various surface water quality monitoring locations adjacent to the Artemesia Landfill. The data from these surface water locations is considered to be generally consistent with the background surface water quality. This suggests that there is little to no leachate impact to the surface water quality downgradient of the landfill as a result of landfill operations. The surface water analytical findings indicate that there is a higher likelihood of impact/influence to the water quality from typical road salting/winter maintenance operations rather than from landfill leachate impacts.

Additionally, there is potential for surface water leachate from leachate break-out from the landfill mound. The MECF formerly requested that the Municipality maintain weekly records for observation of a leachate breakout, which historically occurred along the north toe of the landfill mound to the north of the closed portion of the landfill. In 1997, the Municipality completed work to mitigate the flow of leachate at this location. The area was excavated and re-graded through the progressive application of soil in this area to match surrounding contours in order to help prevent further leachate breakouts. It is noted that this area was located on the northwest portion of the former landfill footprint where surface water was directed to the intermittent tributary located northwest of the landfill property.

Inspections of the northerly toe of the landfill mound are completed by GEI staff during completion of the annual monitoring programs to evaluate the potential for leachate breakouts at this location. The observations made during these inspections consistently indicate dry conditions with no visual evidence of leachate, which suggest that the historical occurrence of leachate breakouts in this area is no longer an issue. Visual inspections along the tributary of the Boyne River and in the area to the north of the landfill footprint indicate consistently dry conditions. Based on the local topography and established surface water controls at the landfill property (onsite ditching, perimeter swales, roadside swale, etc.), the potential for migration of surface water beyond the landfill property boundaries or buffer lands is considered to be low.

In summary, potential impacts to surface water due to the closed or active landfill are not considered to be a concern since:

- Stormwater originating on the landfill mound is directed to the north-northwest toward the relatively large low-lying wetland complex and the tributary of the Boyne River, where it flows northeasterly away from the subject property. The subject property is located southeast of the landfill and the opposite direction of surface water flow originating at the landfill site;

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- There is no surface water body or overland connection between the landfill site and the subject property. Additionally, any southerly or easterly component of stormwater flow from the landfill property would be intersected by the roadside swale system along Grey Road 14, which directs surface water downward toward the low-lying area to the south and away from the subject property;
- The findings of the previous Annual Monitoring Reports indicate that the ongoing surface water results suggest that there is little to no impact to the surface water quality downgradient of the landfill as a result of landfill operations.

As such, the potential for risks to the subject property associated with surface water impacts is considered to be low.

5.2. Potential Impacts to Groundwater

Based on the significant volume of previous reports completed specifically for the landfill site, a preliminary evaluation of the groundwater conditions at the site was initially completed in 1979 and ongoing monitoring of the groundwater elevations and conditions has been completed on an annual basis at the network of monitoring wells since that time. Additionally, one separate domestic water supply well, located in proximity to the Site, has also been sampled as part of the annual monitoring program to evaluate potential impacts to the bedrock aquifer. The monitoring program at the landfill site includes twice annual sampling and analytical testing that are conducted every spring and fall.

Based on the combined water levels from historical/decommissioned and existing monitoring locations, the local topographic highs and lows associated with the kame and spillway deposits appear to locally influence the groundwater flow direction within the shallow overburden aquifer. The resulting groundwater flow pattern from the combined analysis is generally inferred to be from south to north, however the overall flow path is shown to have a local radial pattern in association with the various landfill site features. That is, along the southern landfill property boundary the groundwater flow is directed slightly to northeast towards Grey County Road No. 14 and is then directed back to the north-northwest toward the low-lying swamp/creek complex; and groundwater flow from the southwest corner of Lot 20, Concession 1NDR appears to have a northwest flow component prior to being re-directed to the north-northeast towards the intermittent tributary. The documented groundwater flow pattern follows the pronounced topographic slope that extends downward to the north.

The historical investigations and ongoing monitoring program have not identified leachate related impacts to groundwater at the upgradient or downgradient landfill property boundaries. Historically, slightly elevated concentrations of certain parameters (hardness, alkalinity, and organic nitrogen) have been measured. However, these parameters are attributed to the natural mineralization of the groundwater, and the high organic content associated with the shallow soils downgradient of the landfill. Slightly elevated concentrations of the noted parameters are not attributed to landfill leachate.

Of significance for the subject property, there are several existing monitoring wells located within the most southeasterly portion of the landfill property. Specifically, in close proximity to the Durham Road B and Grey Road 14 intersection there are two existing monitoring wells (OW-16 located at the intersection of Durham Road B and Grey Road 14, and OW-17 located further west of OW16 along the Durham Road B ROW). Further upgradient of OW-16, the deep groundwater quality is monitored from the bedrock well located at 325460 Durham Road B (HW-4). The domestic well is reportedly greater

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March 2026

than 60 m deep. On-going water quality monitoring from the domestic well and the upgradient monitoring wells, first conducted in 1979, indicates relatively stable indicator parameter concentration trends.

As noted within the most recent Annual Monitoring Report, groundwater quality data collected from monitoring locations OW-16, OW-17, and HW-4, indicate that landfill-impacted groundwater is not present at these upgradient locations. The Annual Monitoring Report further concludes that based on the long-term trend analysis, and the monitoring results of the boundary monitoring wells that are situated directly between the landfill site and the subject property, the Ministry's site-specific Reasonable Use Criteria continue to be met for the leachate indicator parameters. Based on the monitoring data and the findings of the previous annual reports, impacts to groundwater beyond the existing buffer lands at the landfill property are not anticipated. However, it is recommended that the water supply well for the subject property be completed into the bedrock system. It is also recommended that the well be completed with a casing properly sealed through the overburden deposits and consistent with the requirements of Ontario Regulation 903.

In summary, potential impacts to groundwater at the subject property due to the landfill are not considered to be a concern since:

- The subject property is considered to be hydraulically upgradient of the landfill property based on completion of water level measurements and groundwater elevations determined since 1979;
- The groundwater elevations in the overburden aquifer have consistently been measured as part of the annual monitoring program at the landfill. Based on these measurements, the direction of groundwater flow at the landfill has consistently been in a northerly direction towards a tributary of the Boyne River, that is noted to flow in a northeasterly direction away from the subject property;
- Two monitoring wells exist along the southerly landfill property boundary, which monitor groundwater quality along the southerly property boundary. Additionally, a bedrock well (HW-4) is located directly adjacent to the subject property, and indicates relatively stable indicator parameter concentration trends;
- Groundwater sampling has been conducted at the property boundaries of the active landfill and in adjacent domestic water wells for a period of over 40 years with no impacts above the Ministry's Reasonable Use Criteria (RUC) that have been attributed to landfill leachate;
- The Annual Monitoring Reports reviewed conclude that the active landfill continues to comply with the requirements of the Site's Environmental Compliance Approval and with the requirements of the MECP Reasonable Use Policy.

5.3. Potential Impacts Due to Migration of Landfill Gas

Landfill gas is produced during the degradation of organic compounds buried within the landfill. In particular, methane gas is produced during anaerobic microbial decomposition of organic matter. Methane gas is a potential concern since it has the potential to migrate and accumulate within the subsurface in concentrations above the lower explosive limit (LEL) when it is produced in sufficient volumes. The LEL for methane is approximately 5% in air.

Methane gas is lighter than air, and therefore typically vents from the subsurface to the air where soil permeability permits. Low permeability soils or frozen ground conditions can prohibit the natural venting of methane gas and result in the lateral migration of methane. The migration of methane gas

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from landfills in significant concentrations is typically observed to decrease with distance from the landfill footprint. Further, based on the Guidance Manual for Landfill Sites Receiving Municipal Waste (MOE, November 1993):

“...it is considered that methane gas migration, of any significance, may extend for a distance of ten (10) times the depth of the landfill between the ground surface and the water table.”

Methane gas measurements have historically been completed within the existing network of monitoring wells for the landfill. Additionally, landfill gas probes were installed in 2006 to a depth of approximately 3.0 mbgs adjacent to the Grey Road 14 right-of-way at the locations of OW-16 and OW-17 to allow for the monitoring of landfill gas along the south and east property boundaries (i.e., in proximity to the existing residential properties in those areas). Based on the annual water level measurements completed at the locations of OW-16 and OW-17 between 2006 and 2022, the average depth to groundwater ranges from an elevation of 486.81 to 491.75 masl.

Based on the surface elevations at each respective monitoring wells of 494.63 and 494.39 masl, the depth of the landfill between the ground surface and the water table ranges from approximately 2.64 to 7.82 m. This range of depths equates to a calculated potential methane migration distance of approximately 26 m to 78 m.

To further evaluate the potential for methane gas migration from the landfill to the subject property, a review of the methane gas monitoring provided in the annual monitoring reports was also conducted as part of this study. The annual reports indicate that landfill gas monitoring has been completed at the site as part of the regular monitoring program. Based on a review of the monitoring results, methane is typically not detected or is only measured at trace levels (i.e., 0.1%) that are below 20% of the LEL. This suggests that natural venting of the landfill gas is taking place and that limited lateral migration of landfill gas is occurring. Based on the pronounced downward sloping topography to the north, northeast, west, and northwest of the landfill footprint, and based on the permeability of the native subsurface soils (i.e., primarily silty sand and gravel), the natural venting of landfill gases through the side slopes in these directions is expected. Therefore, the subsurface migration of landfill gas over a significant distance is not anticipated and has not been measured through the annual monitoring and reporting program at the landfill site.

In summary, potential impacts related to the migration of methane gas from the landfill to the subject property is not considered to be a concern since:

- The landfill is located in an area of relatively high-permeability sand and gravel soils that allow for natural venting of the landfill gases through the side slopes of the ridge that extends downward to the north and west of the landfill property;
- Methane gas has been measured at the network of monitoring wells and at the locations of OW-16 to OW 17, which are located between the landfill and the adjacent properties to the south and east of the landfill. Methane has not been detected above the LEL at the perimeter gas well locations during completion of the annual monitoring programs. The distance from the landfill footprint to the perimeter monitoring wells/gas probes is approximately 30 m. Given the long-term landfill gas measurement results at these perimeter monitoring locations, the findings suggest that venting is occurring and that migration of landfill gas above 20% of the LEL is not occurring within the distance between the landfill footprint and the adjacent subject properties;

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- The proposed development area on the subject property is situated greater than 200 m from the landfill footprint (i.e., from the area of placed waste), which is greater than the estimated potential methane migration distance from the landfill site.

6. Conclusions and Recommendations

The purpose of this study is to evaluate the potential impacts to the subject property from the Artemesia Landfill Site which is located to the west of the Grey Road 14 right-of-way within the lands legally described as Concession 1 SDR Lot 21, in the former Township of Artemesia, Municipality of Grey Highlands.

This study evaluates the potential impacts to the subject property associated with the active Artemesia Landfill site due to:

1. Leachate impacts to surface water,
2. Leachate impacts to ground water, and
3. The generation of Landfill gases, particularly methane.

Based on the findings of this Study, potential concerns to the subject property related to landfill derived leachate impacts have not been identified. Based on a review of site conditions and historical operations on the landfill property, it is recommended to maintain a minimum 30 metre buffer area from the landfill footprint (i.e., location of placed refuse) to any proposed structures, as shown on Figures 3 and 4. It is further recommended that the water supply well for the subject property be completed into the bedrock system. It is also recommended that the well be completed with a casing properly sealed through the overburden deposits and consistent with the requirements of Ontario Regulation 903.

Based on a review of the methane gas monitoring conducted at the neighbouring landfill property, several landfill gas probes are monitored annually as part of the onsite monitoring program. Based on a review of the monitoring results, methane gas at the boundaries of the landfill property is typically not measurable, and when detected is only measured at trace levels (i.e., 0.1%) that are below 20% of the LEL. This suggests that natural venting of the landfill gas is taking place and that limited migration of landfill gas is occurring in the subsurface. For due diligence purposes, it is recommended that the proposed buildings constructed on the subject property be constructed with passive venting, in particular any basement or sub-grade portions of the buildings.

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March 2026

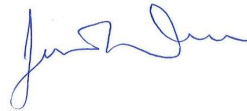
7. Statement of Limitations

This D-4 Study is intended for the sole use of Old Durham Enterprise Inc. The scope of this study is limited to the items presented in Section 2.0 of this report. This study pertains specifically to the subject property identified herein and investigates the potential impacts to the subject lands associated with the Artemesia Landfill located within the lands described as Concession 1 SDR Lot 21, in the former Township of Artemesia, Municipality of Grey Highlands. GEI Consultants Canada cannot guarantee the accuracy or reliability of information provided by others. GEI Consultants Canada does not accept liability for unknown, unidentified, undisclosed, or unforeseen surface or sub-surface contamination that may be later identified. I trust that this is sufficient for review at this time. If you have any questions, or should you wish to discuss this further, please do not hesitate to contact the undersigned.

All of which is respectfully submitted.

GEI CONSULTANTS CANADA LTD.

Per:



J.K. Weller, C.E.T.

Per:



A.W. Bringleston, B.E.S., C.E.T.

D-4 Study
113451 Grey Road 14, Grey Highlands
March 2026

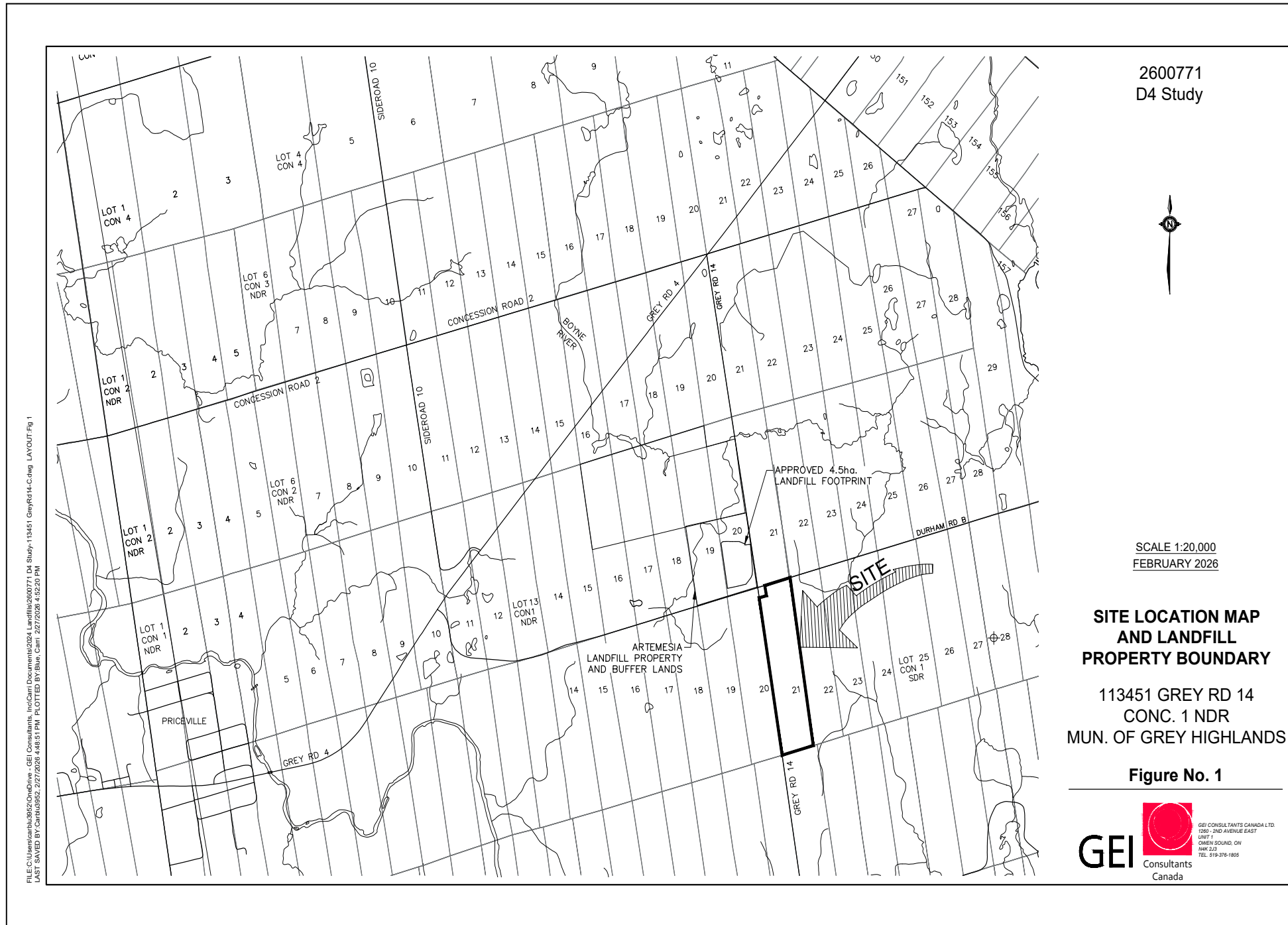
Figures

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2600771
D4 Study



SCALE 1:20,000
FEBRUARY 2026

**SITE LOCATION MAP
AND LANDFILL
PROPERTY BOUNDARY**

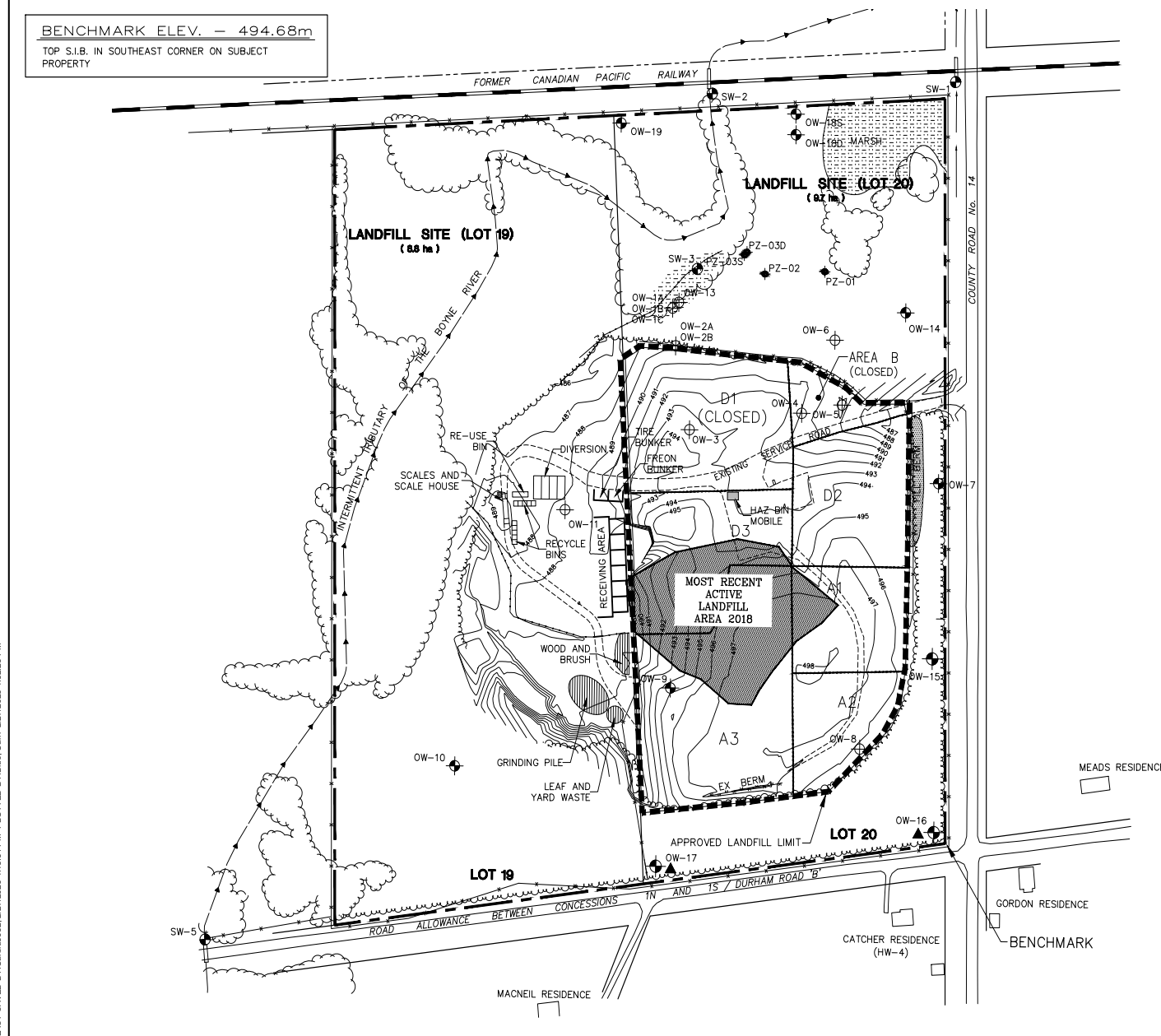
113451 GREY RD 14
CONC. 1 NDR
MUN. OF GREY HIGHLANDS

Figure No. 1a



FILE: C:\Users\carol\OneDrive - GEI Consultants\OneDrive\Documents\2024 Landfills\2600771 D4 Study\113451 Grey Rd 14-C.dwg LAYOUT Fig 1a
LAST SAVED BY: Carol@gei.ca 22/2/2026 4:48:51 PM PLOTTED BY: bauc, Cam 22/2/2026 5:52:24 PM

BENCHMARK ELEV. - 494.68m
 TOP S.I.B. IN SOUTHEAST CORNER ON SUBJECT
 PROPERTY



2600771
 D4 Study



LEGEND

- Road
- Former Railway
- - - Existing Fence
- Treed Area
- Property Limit/Compliance Boundary
- Topographic Contour
- D2 Landfill Development Stages
- Landfill Stage Boundaries
- Limit of Fill Area
- OW-1 Existing Monitoring Well
- OW-3 Former Monitoring Well Location
- SW-2 Surface Water Sampling Station
- OW-16 Landfill Gas Monitoring Location
- PZ-02 Piezometer Location
- Subject Property Boundary

SCALE = 1:20,000
 FEBRUARY 2026

**SITE LAYOUT AND
 MONITORING NETWORK
 (ARTEMESIA LANDFILL)**

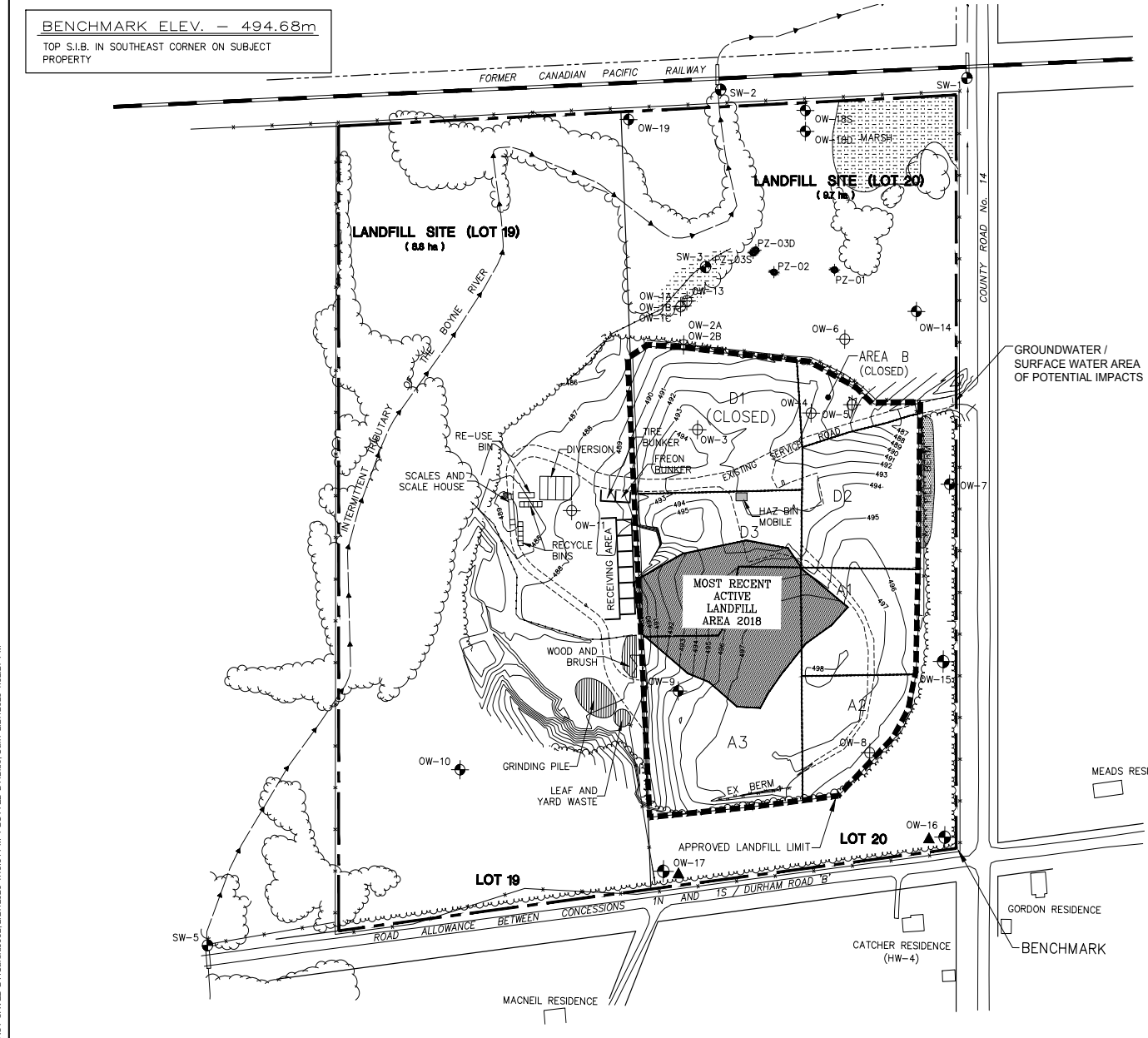
113451 GREY RD 14
 CONC. 1 NDR
 MUN. OF GREY HIGHLANDS

Figure No. 2



FILE: C:\Users\caribou\OneDrive - GEI Consultants\Documents\2024 Landfills\2600771 D4 Study\113451 GreyHd14-C.dwg LAYOUT Figure 2 - Site Layout
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BENCHMARK ELEV. - 494.68m
 TOP S.I.B. IN SOUTHEAST CORNER ON SUBJECT
 PROPERTY



2600771
 D4 Study



LEGEND

- Road
- Former Railway
- Existing Fence
- Treed Area
- Property Limit/Compliance Boundary
- 485--- Topographic Contour
- D2 Landfill Development Stages
- Landfill Stage Boundaries
- Limit of Fill Area
- ⊕ OW-1 Existing Monitoring Well
- ⊕ OW-3 Former Monitoring Well Location
- ⊕ SW-2 Surface Water Sampling Station
- ▲ OW-16 Landfill Gas Monitoring Location
- ◆ PZ-02 Piezometer Location
- Subject Property Boundary

SCALE = 1:20,000
 FEBRUARY 2026

**GROUNDWATER AND SURFACE
 WATER AREA OF POTENTIAL
 IMPACTS AND RECOMMENDED
 LIMIT FOR PLANNING RESTRICTION**

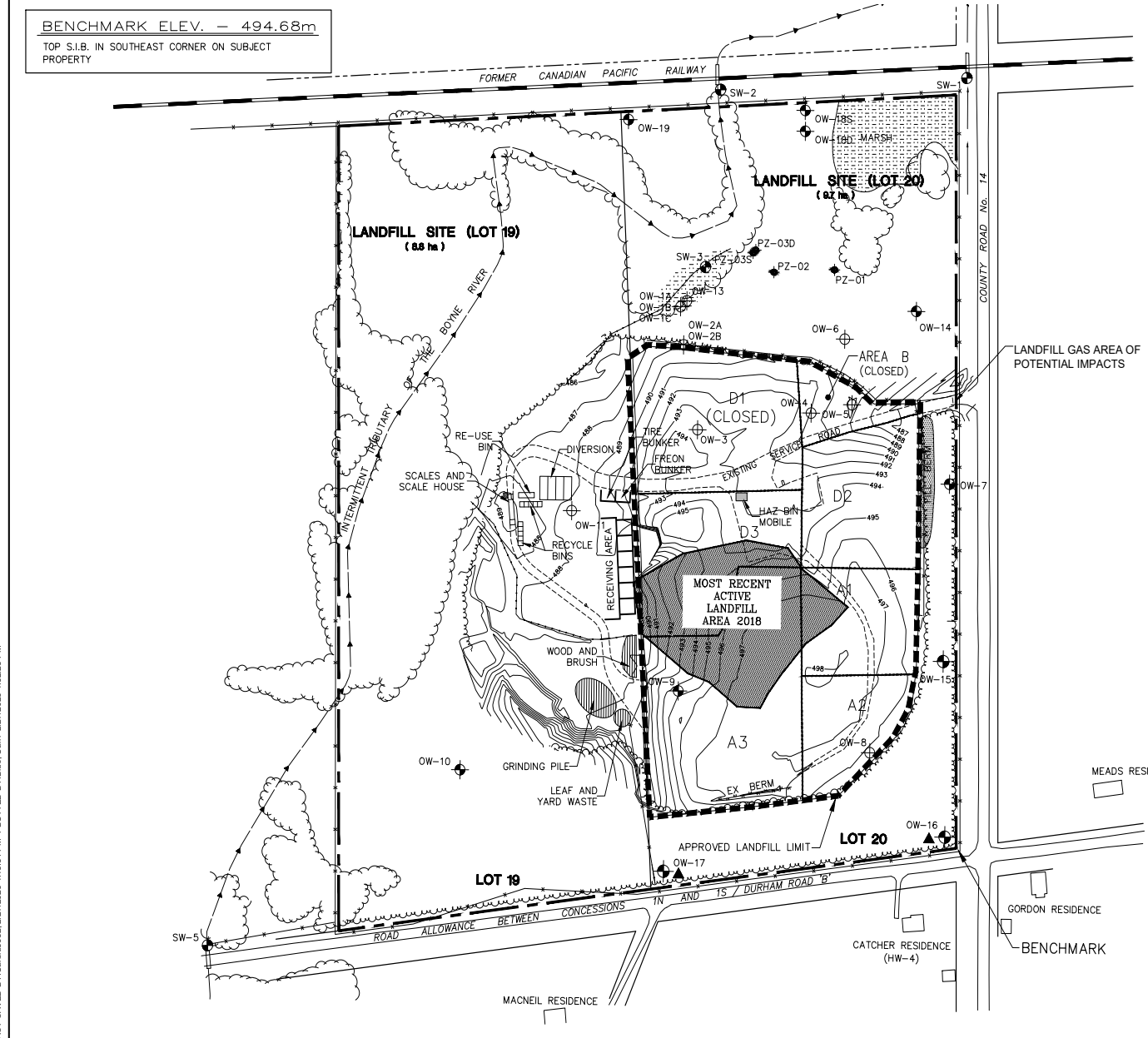
113451 GREY RD 14
 CONC. 1 NDR
 MUN. OF GREY HIGHLANDS

Figure No. 3



FILE: C:\Users\caribou\OneDrive - GEI Consultants\Documents\2024_Landfill\2600771 D4 Study\113451 GreyRd14-C.dwg LAYOUT Figure 3 - GW SW
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BENCHMARK ELEV. - 494.68m
 TOP S.I.B. IN SOUTHEAST CORNER ON SUBJECT
 PROPERTY



2600771
 D4 Study



LEGEND

- Road
- ===== Former Railway
- - - - - Existing Fence
- ~~~~~ Treed Area
- Property Limit/Compliance Boundary
- 485--- Topographic Contour
- D2 Landfill Development Stages
- Landfill Stage Boundaries
- Limit of Fill Area
- ⊕ OW-1 Existing Monitoring Well
- ⊕ OW-3 Former Monitoring Well Location
- ⊕ SW-2 Surface Water Sampling Station
- ▲ OW-16 Landfill Gas Monitoring Location
- ◆ PZ-02 Piezometer Location
- - - - - Subject Property Boundary

SCALE = 1:20,000
 FEBRUARY 2026

**LANDFILL GAS AREA OF
 POTENTIAL IMPACTS AND
 RECOMMENDED LIMIT FOR
 PLANNING RESTRICTION**

113451 GREY RD 14
 CONC. 1 NDR
 MUN. OF GREY HIGHLANDS

Figure No. 4



FILE: C:\Users\carl\OneDrive - GEI Consultants\Documents\2024 Landfill\2600771 D4 Study\113451 GreyRd14-C.dwg LAYOUT Figure 4 - LF GAS
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**Appendix A Certificate of Approval A261204 -
Artemesia Waste Disposal Site**

GEI Consultants Canada Ltd.

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Ministry of the Environment Ontario

W. Willard

John Dalton
Provisional Certificate No. A 261204

PROVISIONAL CERTIFICATE OF APPROVAL WASTE DISPOSAL SITE

Under the Environmental Protection Act and the regulations and subject to the limitations thereof, this Provisional Certificate of Approval is issued to:

~~Township of Arteresia~~
P.O. Box 219
Flesherton, Ontario
N0C 1E0

for the use and operation of a 4.5 hectare landfilling site within a total site area of 9.7 hectares

all in accordance with the following plans and specifications:

As per Schedule 'A' attached

Located: South Part of Lot 20, Concession 1 N.D.R.
Township of Arteresia
County of Grey

which includes the use of the site only for the disposal of the following categories of waste (NOTE: Use of the site for additional categories of wastes requires a new application and amendments to the Provisional Certificate of Approval) Domestic, commercial and non-hazardous (limited to scrap metal, white woods, brush and scrap lumber) wastes.

and subject to the following conditions:

17/04/15

THIS IS A TRUE COPY OF THE ORIGINAL CERTIFICATE MAILED

ON 17/04/15

AS
Signed

Dated this 17th day of March, 1915

John Dalton
Director, Section J8
Environmental Protection Act

SCHEDULE "A"

This Schedule "A" forms part of Provisional Certificate of Approval No. A 261204 dated March 19, 1985.

1. Application for a Certificate of Approval for a Waste Disposal Site dated July 28, 1972 signed by the Clerk-Treasurer of the Corporation of the Township of Artemesia.
2. Supporting Information to an Application for Approval of a Landfill Disposal Site dated July 28, 1972 signed by the Clerk-Treasurer of the Corporation of the Township of Artemesia.
3. Report entitled "Landfill Development Plan, Township of Artemesia", dated August, 1980, prepared by Gamsby and Mannerow Limited.
4. Letter dated September 29, 1980 to Mr. F. Duckett, Chairman, Waste Management Committee, Township of Artemesia from Mr. W. Page, District Officer of the Ministry's Owen Sound Office.

APPROVALS BRANCH

May 27, 1991

Township of Artemesia
Box 219
Flesherton, Ontario
N0C 1E0

Attention: Mr. Gerald S. Kueneman

Dear Sir:

TWP ARTEMESIA

Re: Waste Disposal Site No. A 261204

Please find enclosed a Notice to amend the Certificate of Approval No. A 261204 dated March 19, 1985 for the Township of Artemesia Waste Disposal Site.

It is suggested that this Notice be carefully read in order to ensure that all conditions are met.

Should you have any questions, please call either Mr. Bill Hutchinson of the Owen Sound District Office at (519) 371-3901 or Mr. Paul Nieweglowski at (416) 440-3597.

Yours Truly,

I. J. Andrijiv, Supervisor
Waste Sites & Systems Approvals Unit
Industrial Approvals Section

ENCLOSURE
P/M/AM
D.C. D.A. McFavish, Southwest Region
I. Page, Owen Sound



Ministry
of the
Environment

Ontario

Ministère
de
l'Environnement

Township of Artemesia
Box 219
Flesherton, Ontario
N0C 1E0

Notice Avis

You are hereby notified that the terms and conditions of Provisional Certificate of Approval No. A 261204 dated March 19, 1985 is hereby amended as follows:

The following conditions and corresponding reasons are added to the Provisional Certificate of Approval.

1. The municipality shall submit an annual report prepared by their consultant to the Owen Sound District Office, Ministry of the Environment, addressing the following requirements;
 - a) volumes of waste received; remaining capacity and site life expectancy.
 - b) review of operating procedures, and any deficiencies therein
 - c) the results of any surface water or ground water monitoring programs which may be initiated; and
 - d) the extent and success of the recycling program established by the Town.
- This report is to be submitted each year by March 31st, commencing March 31st, 1992.
2. No waste other than segregated brush, lumber, and clean wood shall be burned at the site.
 3. Access to the burning area by the public and other unauthorized personnel is prohibited when burning is being carried out.
 4. No burning is to occur without the supervision of the operating authority.

REASONS

1. The reason for condition 1 is to ensure that the necessary studies are completed in order to protect the natural environment.
2. The reason for condition 2, is that the burning of wastes other than segregated brush, lumber and clean wood results in unacceptable emissions of air contaminants and may present a hazard to the health of nearby persons or may create a nuisance.
3. The reason for conditions 3 and 4 is that restricted access to the burning area and adequate supervision are required to ensure that burning is carried out in an acceptable manner under the proper conditions and only suitable types of waste are burned. The use and operation of the site without these conditions may create a nuisance or may result in a hazard to the health or safety of any persons.

.... 2/

1771 (11-89)

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You may by written notice served upon me and the Environmental Appeal Board within 15 days after receipt of this Notice, require a hearing by the Board. Section 122a of the Environmental Protection Act, as amended in 1983, provides that the Notice requiring the hearing shall state:

1. The portions of the approval or each term or condition in the approval in respect of which the hearing is required, and;
2. The grounds on which you intend to rely at the hearing in relation to each portion appealed.

In addition to these statutory requirements, the Notice should include:

3. The name of the appellant;
4. The address of the appellant;
5. The Certificate of Approval number;
6. The date of the Certificate of Approval;
7. The name of the Director;
8. The municipality within which the works are located;

and the Notice should be signed and dated by the appellant.


This Notice should be served upon:

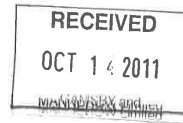
The Secretary,
Environmental Appeal Board, 112 St. Clair Ave. West, 5th Floor,
Toronto, Ontario M4V 1N3

AND

The Director,
Section 38, Environmental Protection Act, Ministry of the Environment,
250 Davisville Avenue, 3rd Floor
Toronto, Ontario M4S 1E2

Dated at Toronto this 27th day of May, 1991


J. Bray
Director
Section 38, E.P.A.
Ministry of the Environment



Ministry of the Environment
Ministère de l'Environnement

**AMENDED PROVISIONAL CERTIFICATE OF APPROVAL
WASTE DISPOSAL SITE
NUMBER A261204
Issue Date: September 28, 2011**

The Corporation of the Municipality of Grey Highlands
206 Toronto St S
Post Office Box, No. 409
Markdale, Ontario
N0C 1H0

Site Location: Artemesia Landfill
113524 Country Rd 14
Grey Highlands Municipality, County of Grey

You have applied in accordance with Section 27 of the Environmental Protection Act for approval of:

the use and operation of a 4.5 hectare waste disposal/transfer site within a total site area of 9.7 and the buffer area of 8.8 hectares, as follows:

For the purpose of this Certificate of Approval and the terms and conditions specified below, the following definitions apply:

"Certificate " means this entire provisional Certificate of Approval document, issued in accordance with section 39 of the *EPA*, and includes any schedules to it, the application and the supporting documentation listed in Schedule "A";

"Contaminating Life Span" means,

- (a) in respect of a landfilling site, the period of time during which the site will produce contaminants at concentrations that could have an unacceptable impact if they were to be discharged from the site, and
- (b) in respect of a landfilling site and a contaminant or group of contaminants, the period of time during which the site will produce the contaminant or a contaminant in the group at concentrations that could have an unacceptable impact if they were to be discharged from the site;

"Director" means any *Ministry* employee appointed in writing by the Minister pursuant to section 5 of the *EPA* as a Director for the purposes of Part V of the *EPA*;

"District Manager" means the District Manager of the local district office of the *Ministry* in which the

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Site is geographically located;

"*EPA* " means *Environmental Protection Act* , R.S.O. 1990, c. E. 19, as amended;

"*Ministry* " means the Ontario Ministry of the Environment;

"*NMA* " means *Nutrient Management Act* , 2002, S.O. 2002, c. 4, as amended from time to time;

"*Operator* " means any person, other than the Owner's employees, authorized by the *Owner* as having the charge, management or control of any aspect of the *Site* and includes its successors or assigns;

"*Owner*" means any person that is responsible for the establishment or operation of the *Site* being approved by this *Certificate*, and includes The Corporation of the Municipality of Grey Highlands its successors and assigns;

"*OWRA* " means the *Ontario Water Resources Act* , R.S.O. 1990, c. O.40, as amended;

"*PA* " means the *Pesticides Act* , R.S.O. 1990, c. P-11, as amended from time to time;

"*Provincial Officer*" means any person designated in writing by the Minister as a provincial officer pursuant to Section 5 of the *OWRA* or Section 5 of the *EPA* or Section 17 of *PA* or Section 4 of *NMA* or Section 8 of *SDWA* .

"*Regional Director* " means the Regional Director of the local Regional Office of the *Ministry* in which the *Site* is located.

"*Regulation 347* " or "*Reg. 347* " means Regulation 347, R.R.O. 1990, made under the *EPA*, as amended;

"*SDWA*" means *Safe Drinking Water Act*, 2002, S.O. 2002, c. 32, as amended from time to time;

"*Site* " means the entire waste disposal site, including the buffer lands, and contaminant attenuation zone located at Artemesia Landfill, 113524 Country Rd 14, Lots 19 and 20, Concession 1, Grey Highlands Municipality, County of Grey; and

"*Trained personnel*" means personnel knowledgeable in the following through instruction and/or practice:

- a. relevant waste management legislation, regulations and guidelines;
- b. major environmental concerns pertaining to the waste to be handled;
- c. occupational health and safety concerns pertaining to the processes and wastes to be handled;
- d. management procedures including the use and operation of equipment for the processes and wastes to be handled;
- e. emergency response procedures;
- f. specific procedures for the control of nuisance conditions;
- g. specific procedures for refusal of unacceptable waste loads; and

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- h. the requirements of this *Certificate*.

You are hereby notified that this approval is issued to you subject to the terms and conditions outlined below:

TERMS AND CONDITIONS

1. GENERAL

Compliance

- (1) The *Owner* and *Operator* shall ensure compliance with all the conditions of this *Certificate* and shall ensure that any person authorized to carry out work on or operate any aspect of the *Site* is notified of this *Certificate* and the conditions herein and shall take all reasonable measures to ensure any such person complies with the same.
- (2) Any person authorized to carry out work on or operate any aspect of the *Site* shall comply with the conditions of this *Certificate* .

In Accordance

- (3) Except as otherwise provided by this *Certificate*, the *Site* shall be designed, developed, built, operated and maintained in accordance with the documentation listed in the attached Schedule "A".

Interpretation

- (4) Where there is a conflict between a provision of any document listed in Schedule "A" in this *Certificate*, and the conditions of this *Certificate*, the conditions in this *Certificate* shall take precedence.
- (5) Where there is a conflict between the application and a provision in any document listed in Schedule "A", the application shall take precedence, unless it is clear that the purpose of the document was to amend the application and that the *Ministry* approved the amendment.
- (6) Where there is a conflict between any two documents listed in Schedule "A", the document bearing the most recent date shall take precedence.
- (7) The conditions of this *Certificate* are severable. If any condition of this *Certificate*, or the application of any condition of this *Certificate* to any circumstance, is held invalid or unenforceable, the application of such condition to other circumstances and the remainder of this *Certificate* shall not be affected thereby.

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Other Legal Obligations

- (8) The issuance of, and compliance with, this *Certificate* does not:
- (a) relieve any person of any obligation to comply with any provision of any applicable statute, regulation or other legal requirement; or
 - (b) limit in any way the authority of the *Ministry* to require certain steps be taken or to require the *Owner* and *Operator* to furnish any further information related to compliance with this *Certificate* .

Adverse Effect

- (9) The *Owner* and *Operator* shall take steps to minimize and ameliorate any adverse effect on the natural environment or impairment of water quality resulting from the *Site*, including such accelerated or additional monitoring as may be necessary to determine the nature and extent of the effect or impairment.
- (10) Despite an *Owner*, *Operator* or any other person fulfilling any obligations imposed by this *Certificate* the person remains responsible for any contravention of any other condition of this *Certificate* or any applicable statute, regulation, or other legal requirement resulting from any act or omission that caused the adverse effect to the natural environment or impairment of water quality.

Change of Ownership

- (11) The *Owner* shall notify the *Director*, in writing, and forward a copy of the notification to the *District Manager*, within 30 days of the occurrence of any changes in the following information:
- (a) the ownership of the *Site*;
 - (b) the *Operator* of the *Site*;
 - (c) the address of the *Owner* or *Operator*; and
 - (d) the partners, where the *Owner* or *Operator* is or at any time becomes a partnership and a copy of the most recent declaration filed under the *Business Names Act* , R. S. O. 1990, c. B.17, shall be included in the notification.
- (12) No portion of this *Site* shall be transferred or encumbered prior to or after closing of the *Site* unless the *Director* is notified in advance and sufficient financial assurance is deposited with the *Ministry* to ensure that these conditions will be carried out.
- (13) In the event of any change in *Ownership* of the *Site*, other than change to a successor Owner, the *Owner* shall notify the successor of and provide the successor with a copy of this *Certificate*, and the *Owner* shall provide a copy of the notification to the *District Manager* and the *Director*.

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Certificate of Requirement/Registration on Title

- (14) The Owner shall:
- (a) Within sixty (60) days of the date of the issuance of this *Certificate*, submit to the *Director* for review, two copies of a completed Certificate of Requirement with a registerable description of the *Site*; and
 - (b) Within 10 calendar days of receiving the Certificate of Requirement authorized by the *Director*, register the Certificate of Requirement in the appropriate Land Registry Office on title to the *Site* and submit to the *Director* and the *District Manager* the duplicate registered copy immediately following registration.
- (15) Pursuant to Section 197 of the Environmental Protection Act, neither the *Owner* nor any person having an interest in the *Site* shall deal with the *Site* in any way without first giving a copy of this *Certificate* to each person acquiring an interest in the *Site* as a result of the dealing.

Inspections by the Ministry

- (16) No person shall hinder or obstruct a *Provincial Officer* from carrying out any and all inspections authorized by the *OWRA*, the *EPA*, the *PA*, the *SDWA* or the *NMA*, of any place to which this *Certificate* relates, and without limiting the foregoing:
- (a) to enter upon the premises where the approved works are located, or the location where the records required by the conditions of this *Certificate* are kept;
 - (b) to have access to, inspect, and copy any records required to be kept by the conditions of this *Certificate*;
 - (c) to inspect the *Site*, related equipment and appurtenances;
 - (d) to inspect the practices, procedures, or operations required by the conditions of this *Certificate*; and
 - (e) to sample and monitor for the purposes of assessing compliance with the terms and conditions of this Certificate or the *EPA*, the *OWRA*, the *PA*, the *SDWA* or the *NMA*.

Information and Record Retention

- (17) Any information requested, by the *Ministry*, concerning the *Site* and its operation under this *Certificate*, including but not limited to any records required to be kept by this *Certificate* shall be provided to the *Ministry*, upon request, in a timely manner. Records shall be retained for *contaminating life span* of the *Site* except for as otherwise authorized in writing by the *Director*.
- (18) The receipt of any information by the *Ministry* or the failure of the *Ministry* to prosecute any person or to require any person to take any action, under this *Certificate* or under any statute, regulation or other legal requirement, in relation to the information, shall not be

construed as:

- (a) an approval, waiver, or justification by the *Ministry* of any act or omission of any person that contravenes any term or condition of this *Certificate* or any statute, regulation or other legal requirement; or
 - (b) acceptance by the *Ministry* of the information's completeness or accuracy.
- (19) The *Owner* shall ensure that a copy of this *Certificate*, in its entirety and including all its Notices of Amendment, and documentation listed in Schedule "A", are retained at the *Site* at all times.

2. SITE OPERATION

Operation

- (1) The *Site* shall be operated and maintained at all time including management and disposal of all waste in accordance with the *EPA, Regulation 347*, and the conditions of this *Certificate*. At no time shall the discharge of a contaminant that causes or is likely to cause an adverse effect be permitted.

Signs

- (2) A sign shall be installed and maintained at the main entrance/exit to the *Site* on which is legibly displayed the following information:
- (a) the name of the *Site* and *Owner*;
 - (b) the number of the *Certificate*;
 - (c) the name of the *Operator*;
 - (d) the normal hours of operation;
 - (e) the allowable and prohibited waste types;
 - (f) the telephone number to which complaints may be directed;
 - (g) a warning against unauthorized access;
 - (h) a twenty-four (24) hour emergency telephone number (if different from above); and
 - (i) a warning against dumping outside the *Site*.
- (3) The *Owner* shall install and maintain signs to direct vehicles to working face and recycling areas.
- (4) The *Owner* shall provide signs at recycling depot informing users what materials are acceptable and directing users to appropriate storage area.

Vermin, Vectors, Dust, Litter, Odour, Noise and Traffic

- (5) The *Site* shall be operated and maintained such that the vermin, vectors, dust, litter, odour, noise and traffic do not create a nuisance.

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Burning Waste Prohibited

- (6) (a) Burning of waste at the *Site* is prohibited.
- (b) Notwithstanding Condition 2. (6) (a) above, burning of segregated, clean wood and brush at the landfill may be carried out in strict compliance with the Ministry of the Environment Document titled "Guideline C-7, Burning at Landfill Sites" dated April 1994.

Site Access

- (7) (a) Waste shall only be accepted during the following time periods:

Winter (November 2nd to March 31st)

Monday	:	9:00 a.m. - 5:00 p.m.
Saturday	:	9:00 a.m. - 1:00 p.m.

Summer (April 1st to November 1st)

Monday	:	9:00 a.m. - 5:00 p.m.
Saturday	:	9:00 a.m. - 5:00 p.m.

- (b) Increase of hours beyond the above notes shall require neighbour notification and the approval from the Director.
- (8) On-site equipment used for daily site preparation and closing activities may be operated from 7 a.m. to 7 p.m.
- (9) Notwithstanding Condition 2 (7) with the prior written approval from the *District Manager*, the time periods may be extended to accommodate seasonal or unusual quantities of waste.

Site Security

- (10) No waste shall be received, landfilled or removed from the *Site* unless a site supervisor or an attendant is present and supervises the operations during operating hours or unless prior notification to the Municipality and acceptance of the off-hour delivery has been previously agreed upon.
- (11) The *Site* shall be operated and maintained in a safe and secure manner. During non-operating hours, the *Site* entrance and exit gates shall be locked and the *Site* shall be secured against access by unauthorized persons.

3. EMPLOYEE TRAINING

- (1) A training plan for all employees that operate any aspect of the *Site* shall be developed

and implemented by the *Operator*. Only *Trained Personnel* shall operate any aspect of the *Site* or carry out any activity required under this *Certificate* .

4. COMPLAINTS RESPONSE PROCEDURE

- (1) If at any time the *Owner* receives complaints regarding the operation of the *Site*, the *Owner* shall respond to these complaints according to the following procedure:
 - (a) The *Owner* shall record and number each complaint, either electronically or in a log book, and shall include the following information: the nature of the complaint, the name, address and the telephone number of the complainant if the complainant will provide this information and the time and date of the complaint;
 - (b) The *Owner*, upon notification of the complaint, shall initiate appropriate steps to determine possible causes of the complaint, proceed to take the necessary actions to eliminate the cause of the complaint and forward a formal reply to the complainant; and
 - (c) Upon review, the *Owner* shall complete and retain a record of the complaint within municipal files, listing the actions taken to resolve the complaint and any recommendations for remedial measures, and managerial or operational changes to reasonably avoid the recurrence of similar incidents.

5. EMERGENCY RESPONSE

- (1) Any spills, fires or other emergency situations shall be forthwith reported directly to the *Ministry's* Spills Action Centre (1-800-268-6060) and shall be cleaned up immediately.
- (2) In addition, the *Owner* shall submit, to the *District Manager* a written report outlining the nature of the incident and a summary of remedial and preventative measures, once the remedial activities have been completed.
- (3) All wastes resulting from an emergency situation shall be managed and disposed of in accordance with *O.Reg. 347*.
- (4) All equipment and materials required to handle the emergency situations shall be:
 - (a) kept on hand at all times that waste landfilling and/or handling is undertaken at the *Site*; and
 - (b) adequately maintained and kept in good repair.
- (5) The *Owner* shall ensure that the emergency response personnel are familiar with the use of such equipment and its location(s).

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6. RECORD KEEPING AND REPORTING

- (1) Any information requested, by the *Director* or a *Provincial Officer*, concerning the *Site* and its operation under this *Certificate*, including but not limited to any records required to be kept by this *Certificate* shall be provided to the *Ministry*, upon request.

Inspections and Log Book

- (2) An inspection of the entire *Site* and all equipment on the *Site* shall be conducted each day the *Site* is in operation to ensure that: the *Site* is secure; that the operation of the *Site* is not causing any nuisances; that the operation of the *Site* is not causing any adverse effects on the environment and that the *Site* is being operated in compliance with this *Certificate*. Any deficiencies discovered as a result of the inspection shall be remedied immediately, including temporarily ceasing operations at the *Site* if needed.
- (3) A record of the inspections shall be kept in a log book that includes:
- (a) the name and signature of person that conducted the inspection;
 - (b) the date and time of the inspection;
 - (c) the list of any deficiencies discovered;
 - (d) the recommendations for remedial action; and
 - (e) the date, time and description of actions taken.
- (4) A record shall be kept in a log book of all refusals of waste shipments, the reason(s) for refusal, and the origin of the waste, if known.

Annual Report

- (6) A written report on the development, operation and monitoring of the *Site*, shall be completed annually (the "Annual Report"). The Annual Report shall be submitted to the *District Manager*, by March 31st of the year following the period being reported upon.
- (7) The Annual Report shall include the following:
- (a) the results and an interpretive analysis of the results of all leachate, groundwater surface water and landfill gas monitoring, including an assessment of the need to amend the monitoring programs;
 - (b) an assessment of the operation and performance of all engineered facilities, the need to amend the design or operation of the *Site*, and the adequacy of and need to implement the contingency plans;
 - (c) site plans showing the existing contours of the *Site*; areas of landfilling operation during the reporting period; areas of intended operation during the next reporting period; areas of excavation during the reporting period; the progress of final cover, vegetative cover, and any intermediate cover application; previously existing site facilities; facilities installed during the reporting period; and site

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- preparations and facilities planned for installation during the next reporting period;
- (d) calculations of the volume of waste, daily and intermediate cover, and final cover deposited or placed at the *Site* during the reporting period and a calculation of the total volume of *Site* capacity used during the reporting period;
- (e) a calculation of the remaining capacity of the *Site* and an estimate of the remaining *Site* life;
- (f) a summary of any complaints received and the responses made;
- (g) any changes to the Design and Operations Report and the Closure Plan that have been approved by the *Director* since the last *Annual Report*;
- (h) a report on the status of all monitoring wells and a statement as to compliance with *Ontario Regulation 903*;
- (i) any other information with respect to the *Site* which the *Regional Director* may require from time to time; and
- (j) a summary and analysis of all hydraulic and geochemical monitoring results.

7. LANDFILL DESIGN AND DEVELOPMENT

Approved Waste Types

- (1) Only solid non-hazardous municipal waste as defined under *Reg. 347* shall be accepted at the *Site* for landfilling.
- (2) The *Owner* shall develop and implement a program to inspect waste to ensure that the waste received at the *Site* is of a type approved for acceptance under this *Certificate*.
- (3) The *Owner* shall ensure that all loads of waste are properly inspected by *Trained personnel* prior to acceptance at the *Site* and that the waste vehicles are directed to the appropriate areas for disposal or transfer of the waste. The *Owner* shall notify the *District Manager*, in writing, of load rejections at the *Site* within one (1) business day from their occurrence.

Capacity

- (4) The total approved volumetric capacity of the *Site*, consisting of the waste, daily cover, intermediate cover and final cover is 351,900 cubic metres.
- (5) The site is approved for the design, operation and use of 276,500 cubic meters (including daily, intermediate and final cover) of the above capacity as described in documents in Schedule "A". Within one (1) year from the date of this *Certificate*, the *Owner* shall submit for the *Director's* approval, a Design and Operations Report that includes as a minimum the following information:
 - (a) proposed landfill design including the footprint, final contours, capacity and an estimate of the amount of existing waste;

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- (b) an estimate of waste types and quantities to be landfilled at the site and recycling and resource recovering activities at the *Site*;
 - (c) location and description of the access road and the on-site roads at the *Site*;
 - (d) description and location of the fencing and the gate(s);
 - (e) screening of the *Site* from the public, both visual and the protection from the noise impact;
 - (f) details of the clean surface water drainage from the *Site* and any works required to prevent extraneous surface water from contacting the active working face;
 - (g) description of the fill method, the equipment used at the *Site*, the areas used for various fill methods of landfilling, and time lines for various phases of the *Site* development;
 - (h) the operating hours of the *Site* and the hours for the various activities to be undertaken at the *Site*, including waste compaction, waste coverage and other activities within the *Site*;
 - (i) details on winter operations;
 - (j) details on *Site* supervision and monitoring of the activities at the *Site*;
 - (k) details on handling of other wastes, including the types and amounts of wastes handled, storage locations, storage facility design/description and the frequency of removal from the *Site*;
 - (l) details on housekeeping practices undertaken to control noise, dust, litter, odour, rodents, insects and other disease vectors, scavenging birds or animals;
 - (m) details on the closure of the *Site*, including the description of the final cover and its estimated permeability, its thickness, the source of the final cover material, the thickness of the top soil and the vegetation proposed for the closed waste mound, as well as the time frame for the progressive waste coverage;
 - (n) monitoring program for the surface and ground water;
 - (o) site-specific trigger mechanism program for the implementation of the groundwater and surface water, contingency measures and a description of such measures;
 - (p) landfill gas control or management required at the *Site*;
 - (q) maintenance activities proposed for the *Site* and for the monitoring well network, including the type of the activities, the frequency of the activities and the personnel responsible for them;
 - (r) inspection activities proposed for the *Site*, including the frequency of the activities and the personnel responsible for them;
 - (s) details of training provided for the personnel responsible for the activities at the *Site*;
 - (t) contingency plans for the emergency situations that may occur at the *Site*;
 - (u) storm water management, including the location and the design of any works required; and
 - (v) any other information relevant to the design and operation of the *Site* or the information required by the *District Manager*.
- (6) At least two (2) years prior to utilizing the remaining volumetric capacity of the *Site*, the *Owner* shall submit to the *Director* for *Director's* approval, a design and operation plan

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with up to date engineering and environmental standards and a detailed hydrogeological assessment for proper and safe development of the remainder of the Site. If the *Owner* does not intend to use the remaining capacity the *Owner* shall submit a Closure Plan as per Condition 9 of this *Certificate*.

Service Area

- (7) Only waste that is generated within the boundaries of the Municipality of Grey Highlands may be accepted at the *Site*.

Cover

- (8) Alternative materials to soil may be used as weekly and interim cover material, based on an application with supporting information and applicable fee for a trial use or permanent use, submitted by the *Owner* to the *Director*, copied to the *District Manager* and as approved by the *Director* via an amendment to this *Certificate*. The alternative material shall be non-hazardous according to *Reg. 347* and will be expected to perform at least as well as soil in relation to the following functions:
- (a) Control of blowing litter, odours, dust, landfill gas, gulls, vectors, vermin and fires;
 - (b) Provision for an aesthetic condition of the landfill during the active life of the *Site*;
 - (c) Provision for vehicle access to the active tipping face; and
 - (d) Compatibility with the design of the *Site* for groundwater protection, leachate management and landfill gas management.
- (9) Cover material shall be applied as follows:
- (a) Periodic Cover - Weather permitting, deposited waste shall be covered with 150 millimeters of soil or alternative cover material of approved thickness within 24 hours of waste being placed in the landfill in a manner acceptable to the *District Manager* so that no waste is exposed to the atmosphere. Alternative daily cover materials approved for this *Site* are wood chips, foundry sand and compost;
 - (b) Intermediate Cover - In areas where landfilling has been temporarily discontinued for six (6) months or more, a minimum thickness of 300 millimetre of soil cover or an approved thickness of alternative cover material shall be placed; and
 - (c) Final Cover - In areas where landfilling has been completed to final contours, a minimum 600 millimetre thick layer of soil of medium permeability and 150 millimetres of top soil (vegetative cover) shall be placed. Fill areas shall be progressively completed and rehabilitated as landfill development reaches final contours.

8. LANDFILL MONITORING

Landfill Gas

- (1) The *Owner* shall ensure that any buildings or structures at the *Site* contain adequate ventilation systems to relieve any possible landfill gas accumulation. Routine monitoring for explosive methane gas levels shall be conducted in all buildings or structures at the *Site*, especially enclosed structures which at times are occupied by people.

Compliance

- (2) The *Site* shall be operated in such a way as to ensure compliance with the following:
 - (a) Reasonable Use Guideline B-7 for the protection of the groundwater at the *Site*; and
 - (b) Provincial Water Quality Objectives included in the July 1994 publication entitled *Water Management Policies, Guidelines, Provincial Water Quality Objectives*, as amended from time to time or limits set by the *Regional Director*, for the protection of the surface water at and off the *Site*.

Surface Water and Ground Water

- (3) The *Owner* shall monitor surface water and ground water in accordance with the monitoring programs outlined in documents listed in the attached Schedule "A".
- (4) A certified Professional Geoscientist or Engineer possessing appropriate hydrogeologic training and experience shall execute or directly supervise the execution of the groundwater monitoring and reporting program.

Groundwater Wells and Monitors

- (5) The *Owner* shall ensure that all groundwater monitoring wells which form part of the monitoring program are properly capped, locked and protected from damage.
- (6) Where landfilling is to proceed around monitoring wells, suitable extensions shall be added to the wells and the wells shall be properly re-secured.
- (7) Any groundwater monitoring well included in the on-going monitoring program that are damaged shall be assessed, repaired, replaced or decommissioned by the *Owner*, as required.
 - (a) The *Owner* shall repair or replace any monitoring well which is destroyed or in any way made to be inoperable for sampling such that no more than one regular sampling event is missed.

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- (b) All monitoring wells which are no longer required as part of the groundwater monitoring program, and have been approved by the *Director* for abandonment, shall be decommissioned by the *Owner*, as required, in accordance with *O.Reg. 903*, that will prevent contamination through the abandoned well. A report on the decommissioning of the well shall be included in the Annual Report for the period during which the well was decommissioned.

Trigger Mechanisms and Contingency Plans

- (8)
 - (a) Trigger mechanisms shall be in accordance with documents in Schedule "A".
 - (b) Contingency plan in the event of a confirmed exceedence of a site-specific trigger level relating to leachate mounding or groundwater or surface water impacts due to leachate shall be in accordance with documents in Schedule "A".
- (9) In the event of a confirmed exceedence of a site-specific trigger level relating to leachate mounding or groundwater or surface water impacts due to leachate, the *Owner* shall notify the *District Manager* within a five (5) business days and an investigation into the cause and the need for implementation of remedial or contingency actions shall be carried out by the *Owner* in accordance with the approved trigger mechanisms and associated contingency plans.
- (10) If monitoring results, investigative activities and/or trigger mechanisms indicate the need to implement contingency measures, the *Owner* shall ensure that the following steps are taken:
 - (a) The *Owner* shall notify the *District Manager*, in writing of the need to implement contingency measures, no later than 30 days after confirmation of the exceedences;
 - (b) Detailed plans, specifications and descriptions for the design, operation and maintenance of the contingency measures shall be prepared and submitted by the *Owner* to the *District Manager* for approval; and
 - (c) The contingency measures shall be implemented by the *Owner* upon approval by the *District Manager*.
- (11) The *Owner* shall ensure that any proposed changes to the site-specific trigger levels for leachate impacts to the surface water or groundwater, are approved in advance by the *Director* via an amendment to this *Certificate*.

Changes to the Monitoring Plan

- (12) The *Owner* may request to make changes to the monitoring program(s) to the *District Manager* in accordance with the recommendations of the annual report. The *Owner* shall make clear reference to the proposed changes in separate letter that shall accompany the

annual report.

- (13) Within fourteen (14) days of receiving the written correspondence from the *District Manager* confirming that the *District Manager* is in agreement with the proposed changes to the environmental monitoring program, the *Owner* shall forward a letter identifying the proposed changes and a copy of the correspondences from the *District Manager* and all other correspondences and responses related to the changes to the monitoring program, to the *Director* requesting the *Certificate* be amended to approve the proposed changes to the environmental monitoring plan prior to implementation.
- (14) In the event any other changes to the environmental monitoring program are proposed outside of the recommendation of the annual report, the *Owner* shall follow current ministry procedures for seeking approval for amending the *Certificate*.

9. CLOSURE PLAN

- (1) At least 3 years prior to the anticipated date of closure of this *Site*, the *Owner* shall submit to the *Director* for approval, with copies to the *District Manager*, a detailed *Site* closure plan pertaining to the termination of landfilling operations at this *Site*, post-closure inspection, maintenance and monitoring, and end use. The plan shall include the following:
 - (a) a plan showing *Site* appearance after closure;
 - (b) a description of the proposed end use of the *Site*;
 - (c) a descriptions of the procedures for closure of the *Site*, including:
 - (i) advance notification of the public of the landfill closure;
 - (ii) posting of a sign at the *Site* entrance indicating the landfill is closed and identifying any alternative waste disposal arrangements;
 - (iii) completion, inspection and maintenance of the final cover and landscaping;
 - (iv) *Site* security;
 - (v) removal of unnecessary landfill-related structures, buildings and facilities;
 - (vi) final construction of any control, treatment, disposal and monitoring facilities for leachate, groundwater, surface water and landfill gas; and
 - (vii) a schedule indicating the time-period for implementing sub-conditions (i) to (vi) above;
 - (d) descriptions of the procedures for post-closure care of the *Site*, including:
 - (i) operation, inspection and maintenance of the control, treatment, disposal and monitoring facilities for leachate, groundwater, surface water and landfill gas;
 - (ii) record keeping and reporting; and
 - (iii) complaint contact and response procedures;
 - (e) an assessment of the adequacy of and need to implement the contingency plans for leachate and methane gas; and
 - (f) an updated estimate of the contaminating life span of the *Site*, based on the results of the monitoring programs to date.

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- (2) The *Site* shall be closed in accordance with the closure plan as approved by the *Director*.

10. WASTE DIVERSION

- (1) The *Owner* shall ensure that:
- (a) all bins and waste storage areas are clearly labelled;
 - (b) all lids or doors on bins shall be kept closed during non-operating hours and during the high wind events; and
 - (c) if necessary to prevent litter, waste storage areas shall be covered during the high winds events.
- (2) The *Owner* shall provide a segregated area for the storage of *Refrigerant Appliances* so that the following are ensured:
- (a) all *Refrigerant Appliances* have been tagged to indicate that the refrigerant has been removed by a licensed technician. The tag number shall be recorded in the log book and shall remain affixed to the appliance until transferred from the *Site*;
or
 - (b) all *Refrigerant Appliances* accepted at the *Site*, which have not been tagged by a licensed technician to verify that the equipment no longer contains refrigerants, are stored segregated, in a clearly marked area, in an upright position and in a manner which allows for the safe handling and transfer from the *Site* for removal of refrigerants as required by O.Reg. 189; and
 - (c) all *Refrigerant Appliances* received on-site shall either have the refrigerant removed prior to being transferred from the *Site* or shall be shipped off-site only to facilities where the refrigerants can be removed by a licensed technician in accordance with O.Reg. 189.
- (3) Propane cylinders shall be stored in a segregated area in a manner which prevents cylinders from being knocked over or cylinder valves from breaking.
- (4) The *Owner* shall transfer waste and recyclable materials from the *Site* as follows:
- (a) recyclable materials shall be transferred off-site once their storage bins are full;
 - (b) scrap metal shall be transferred off-site on an as required basis but not less than once a year;
 - (c) tires shall be transferred off-site as soon as a load for the contractor hired by the *Owner* has accumulated or as soon as the accumulated volume exceeds the storage capacity of its bunker; and
 - (d) immediately, in the event that waste is creating an odour or vector problem.
- (5) The *Owner* shall notify the appropriate contractors that waste and recyclable wastes that are to be transferred off-site are ready for removal. Appropriate notice time, as determined by the contract shall be accommodated in the notification procedure.

SCHEDULE "A"

1. Application for a Certificate of Approval for a Waste Disposal Site dated July 28, 1972 signed by the Clerk-Treasurer of the Corporation of the Township of Artemesia.
2. Supporting information to an Application for Approval of a Landfill Disposal Site dated July 28, 1972 signed by the Clerk-Treasurer of the Corporation of the Township of Artemesia.
3. Report entitled "Landfill Development Plan, Township of Artemesia", dated August 1980, prepared by Gamsby and Mannerow Limited.
4. Letter dated September 29, 1980 to Mr. F. Duckett, Chairman, Waste Management Committee, Township of Artemesia from Mr. W. Page, District Officer of the Ministry's Owen Sound Office.
5. Application for a Certificate of Approval for a Waste Disposal Site dated September 20, 2010 signed by Dan Best, Chief Administrative Officer, The corporation of the Municipality of Grey Highlands.
6. Letter report dated September 29, 2010 prepared by Gamsby and Mannerow addressed to Ministry of the Environment, environmental Assessment and Approvals Branch.

The reasons for the imposition of these terms and conditions are as follows:

GENERAL

1. The reason for Conditions 1(1), (2), (4), (5), (6), (7), (8), (9), (10), (17), (18) and (19) is to clarify the legal rights and responsibilities of the *Owner* and *Operator* under this Certificate of Approval.
2. The reasons for Condition 1(3) are to ensure that the *Site* is designed, operated, monitored and maintained in accordance with the application and supporting documentation submitted by the *Owner*, and not in a manner which the *Director* has not been asked to consider.
3. The reasons for Condition 1(11) are to ensure that the *Site* is operated under the corporate name which appears on the application form submitted for this approval and to ensure that the *Director* is informed of any changes.
4. The reasons for Condition 1(12) are to restrict potential transfer or encumbrance of the *Site* without the approval of the *Director* and to ensure that any transfer of encumbrance can be made only on the basis that it will not endanger compliance with this Certificate of Approval.
5. The reason for Condition 1(13) is to ensure that the successor is aware of its legal responsibilities.

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6. Conditions 1 (14) and (15) are included, pursuant to subsection 197(1) of the *EPA* , to provide that any persons having an interest in the *Site* are aware that the land has been approved and used for the purposes of waste disposal.
7. The reason for Condition 1(16) is to ensure that appropriate Ministry staff has ready access to the Site for inspection of facilities, equipment, practices and operations required by the conditions in this Certificate of Approval. This Condition is supplementary to the powers of entry afforded a Provincial Officer pursuant to the *Act* , the *OWRA* , the *PA* , the *NMA* and the *SDWA* .

SITE OPERATION

8. The reasons for Conditions 2(1), 2(5) and 6(3) are to ensure that the *Site* is operated, inspected and maintained in an environmentally acceptable manner and does not result in a hazard or nuisance to the natural environment or any person.
9. The reason for Conditions 2 (2), 2(3) and 2(4) is to ensure that users of the *Site* are fully aware of important information and restrictions related to *Site* operations and access under this *Certificate*.
10. The reasons for Condition 2(6) (a) and (b) are open burning of municipal waste is unacceptable because of concerns with air emissions, smoke and other nuisance affects, and the potential fire hazard and to make sure burning of brush and wood are carried out in accordance with Ministry guidelines.
11. The reasons for Condition 2(7), 2(8) and 2(9) are to specify the hours of operation for the landfill site and a mechanism for amendment of the hours of operation, as required.
12. The reasons for Condition 2(10) and 2(11) are to ensure that the *Site* is supervised by properly trained staff in a manner which does not result in a hazard or nuisance to the natural environment or any person and to ensure the controlled access and integrity of the *Site* by preventing unauthorized access when the Site is closed and no site attendant is on duty.

EMPLOYEE TRAINING

13. The reason for Condition 3(1) is to ensure that the *Site* is supervised and operated by properly trained staff in a manner which does not result in a hazard or nuisance to the natural environment or any person.

COMPLAINTS RESPONSE PROCEDURE

14. The reason for Condition 4(1) is to ensure that any complaints regarding landfill operations at this *Site* are responded to in a timely and efficient manner.

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EMERGENCY RESPONSE

15. Conditions 5(1) and 5(2) are included to ensure that emergency situations are reported to the Ministry to ensure public health and safety and environmental protection.
16. Conditions 5(3), 5(4) and 5(5) are included to ensure that emergency situations are handled in a manner to minimize the likelihood of an adverse effect and to ensure public health and safety and environmental protection.

RECORD KEEPING AND REPORTING

17. The reason for Conditions 6(1) and 6(2) is to ensure that accurate waste records are maintained to ensure compliance with the conditions in this Certificate of Approval (such as fill rate, site capacity, record keeping, annual reporting, and financial assurance requirements), the *EPA* and its regulations.
18. The reason for Conditions 6(4) and 6(5) is to ensure that detailed records of *Site* inspections are recorded and maintained for inspection and information purposes.
19. The reasons for Conditions 6(6) and 6(7) are to ensure that regular review of site development, operations and monitoring data is documented and any possible improvements to site design, operations or monitoring programs are identified. An annual report is an important tool used in reviewing site activities and for determining the effectiveness of site design.

LANDFILL DESIGN AND DEVELOPMENT

20. The reason for Conditions 7(1) to 7(7) inclusive is to specify the approved areas from which waste may be accepted at the *Site* and the types and amounts of waste that may be accepted for disposal at the *Site*, based on the *Owner*'s application and supporting documentation.
21. Condition 7(8) is to provide the *Owner* the process for getting the approval for alternative daily and intermediate cover material.
22. The reasons for Condition 7(9) are to ensure that daily/weekly and intermediate cover are used to control potential nuisance effects, to facilitate vehicle access on the *Site*, and to ensure an acceptable site appearance is maintained. The proper closure of a landfill site requires the application of a final cover which is aesthetically pleasing, controls infiltration, and is suitable for the end use planned for the *Site*.

LANDFILL MONITORING

23. Reasons for Condition 8(1) are to ensure that off-site migration of landfill gas is monitored and all buildings at the *Site* are free of any landfill gas accumulation, which due to a methane gas component may be explosive and thus create a danger to any persons at the *Site*.

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24. Condition 8(2) is included to provide the groundwater and surface water limits to prevent water pollution at the *Site*.
25. Conditions 8(3) and 8(4) are included to require the Owner to demonstrate that the *Site* is performing as designed and the impacts on the natural environment are acceptable. Regular monitoring allows for the analysis of trends over time and ensures that there is an early warning of potential problems so that any necessary remedial/contingency action can be taken.
26. Conditions 8(5), 8(6) and 8(7) are included to ensure the integrity of the groundwater monitoring network so that accurate monitoring results are achieved and the natural environment is protected.
27. Conditions 8(8) to 8(11) inclusive are added to ensure the *Owner* has a plan with an organized set of procedures for identifying and responding to potential issues relating to groundwater and surface water contamination at the *Site's* compliance point.
28. Conditions 8(12), 8(13) and 8(14) are included to streamline the approval of the changes to the monitoring plan.

CLOSURE PLAN

29. The reasons for Condition 9 are to ensure that final closure of the *Site* is completed in an aesthetically pleasing manner, in accordance with Ministry standards, and to ensure the long-term protection of the health and safety of the public and the environment.

WASTE DIVERSION

30. Condition 10 is included to ensure that the recyclable materials are stored in their temporary storage location in a manner as to minimize a likelihood of an adverse effect or a hazard to the natural environment or any person.

This Provisional Certificate of Approval revokes and replaces Certificate(s) of Approval No. A261204 issued on March 19, 1985

In accordance with Section 139 of the Environmental Protection Act, R.S.O. 1990, Chapter E-19, as amended, you may by written notice served upon me and the Environmental Review Tribunal within 15 days after receipt of this Notice, require a hearing by the Tribunal. Section 142 of the Environmental Protection Act, provides that the Notice requiring the hearing shall state:

1. The portions of the approval or each term or condition in the approval in respect of which the hearing is required, and;
2. The grounds on which you intend to rely at the hearing in relation to each portion appealed.

The Notice should also include:

3. The name of the appellant;
4. The address of the appellant;

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5. The Certificate of Approval number;
6. The date of the Certificate of Approval;
7. The name of the Director;
8. The municipality within which the waste disposal site is located;

And the Notice should be signed and dated by the appellant.

This Notice must be served upon:

The Secretary*
Environmental Review Tribunal
655 Bay Street, 15th Floor
Toronto, Ontario
M5G 1E5

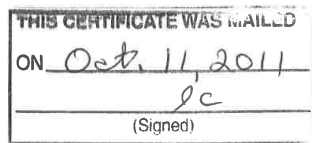
AND

The Director
Section 39, *Environmental Protection Act*
Ministry of the Environment
2 St. Clair Avenue West, Floor 12A
Toronto, Ontario
M4V 1L5

* Further information on the Environmental Review Tribunal's requirements for an appeal can be obtained directly from the Tribunal at: Tel: (416) 314-4600, Fax: (416) 314-4506 or www.ert.gov.on.ca

The above noted waste disposal site is approved under Section 39 of the Environmental Protection Act.

DATED AT TORONTO this 28th day of September, 2011



Tesfaye Gebrezghi, P.Eng.
Director
Section 39, *Environmental Protection Act*

RM/

c: District Manager, MOE Owen Sound
Alen Bringleson, Gamsby and Mannerow Limited ✓

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CONTENT COPY OF ORIGINAL



Ministry of the Environment and Climate Change
Ministère de l'Environnement et de l'Action en matière de
changement climatique

AMENDMENT TO ENVIRONMENTAL COMPLIANCE APPROVAL

NUMBER A261204
Notice No. 1
Issue Date: January 5, 2016

The Corporation of the Municipality of Grey Highlands
206 Toronto St S
Post Office Box, No. 409
Markdale, Ontario
N0C 1H0

Site Location: Artemesia Landfill
113524 Country Rd 14
Grey Highlands Municipality, County of Grey

You are hereby notified that I have amended Approval No. A261204 issued on September 28, 2011 for the use and operation of a 4.5 hectare waste disposal/transfer site within a total site area of 17.05 hectares, as follows:

Definitions of "Certificate" and "Site" are hereby revoked and replaced with the following:

"Approval" or "Certificate" means this Environmental Compliance Approval and any Schedules to it, including the application and supporting documentation listed in Schedule "A".

"Site" means the entire waste disposal site, including the buffer lands, and contaminant attenuation zone located at Artemesia Landfill, 113524 Country Rd 14, Lots 19 and 20, Concession 1, Grey Highlands Municipality.

Conditions 7(5) and 8 (8) (a) are hereby revoked and replaced with the following:

Capacity

7(5) (a) The site is approved for the design, operation and use of 351,900 cubic meters (including daily, intermediate and final cover) as described in documents in Schedule "A".

(b) The Plan of Development and Operations, Artemesia Landfill (Item 7 in Schedule "A") is hereby approved except the use of collected and stored leaf and yard waste for intermediate cover or final cover.

(c) The *Owner* shall not deposit any waste beyond the 4.5 hectare waste foot print located on Lot 20, Concession 1.

(d) The *Owner* shall mark the boundary of the 4.5 hectare waste foot print with visible permanent stakes.

Trigger Mechanisms and Contingency Plans

8(8) (a) Trigger mechanisms shall be in accordance with Schedule "B".

Items 7, 8 and 9 are added to the Schedule "A".

Schedule "A"

7. Report titled "Plan of Development and Operations, Artemesia Landfill" dated August 2013 prepared by Gamsby and Mannerow Limited.

CONTENT COPY OF ORIGINAL

8. Report titled "Municipality of Grey Highlands, Hydrogeologic Investigation - Artemesia Landfill" dated August 2013 and revised June 2015 and prepared by Gamsby and Mannerow Limited.

9. Report titled "Municipality of Grey Highlands, Trigger Mechanism and Contingency Plan, Artemesia Landfill" dated June 2015 and prepared by Gamsby and Mannerow Limited.

Schedule "B"

This Schedule forms part of the Certificate of Approval No. A261204. It describes the groundwater and surface water trigger mechanisms referred to in Condition 8(8)(a).

Groundwater

The following parameters are to be used as groundwater trigger parameters and apply to boundary wells.

Table B-1

Parameter	Units	RUC	Trigger Levels (75% RUC)
Chloride	mg/L	126	95
Sodium	mg/L	101	76
Sulphate	mg/L	254	190
Alkalinity	mg/L	318	239
TDS	mg/L	346	260

Additional parameters may be added to Table B-1 as the leachate becomes further characterized.

In the event that the Trigger Levels (which are 75% of the Reasonable Use Criteria (RUC)) are exceeded for three parameters at the same location for three consecutive sampling events, the measures outlined the Contingency Plan of the "GM Blue Plan, Trigger Mechanism & Contingency Plan, Artemesia Landfill Site dated June 2015, will be undertaken.

Surface Water

The following parameters are to be used as surface water trigger parameters and apply to Surface Water Locations Listed.

Table B-2

Parameter	Trigger Level	Trigger Location
pH (field)	6.5 to 8.8	SW-1 and SW-2
Iron	0.31 mg/l	
Phosphorus	0.03 mg/l	
Un-ionized Ammonia**	0.020 mg/l	
Chloride	26 mg/l	SW-2 only

** Un-ionized ammonia to be calculated from field pH and in field water temperature taken at time of sample collection

The reason for this amendment to the *Approval* is to approve the Plan of Development and Operations to use the remainder of the theoretical approved capacity and the trigger mechanism and contingency plan for the *Site*.

This Notice shall constitute part of the approval issued under Approval No. A261204 dated September 28, 2011

In accordance with Section 139 of the Environmental Protection Act, you may by written Notice served upon me and the Environmental Review Tribunal within 15 days after receipt of this Notice, require a hearing by the Tribunal. Section 142 of the Environmental Protection Act provides that the Notice requiring the hearing shall state:

1. The portions of the environmental compliance approval or each term or condition in the environmental compliance approval in respect of

CONTENT COPY OF ORIGINAL

which the hearing is required, and;
2. The grounds on which you intend to rely at the hearing in relation to each portion appealed.

Pursuant to subsection 139(3) of the Environmental Protection Act, a hearing may not be required with respect to any terms and conditions in this environmental compliance approval, if the terms and conditions are substantially the same as those contained in an approval that is amended or revoked by this environmental compliance approval.

The Notice should also include:

3. The name of the appellant;
4. The address of the appellant;
5. The environmental compliance approval number;
6. The date of the environmental compliance approval;
7. The name of the Director, and;
8. The municipality or municipalities within which the project is to be engaged in.

And the Notice should be signed and dated by the appellant.

This Notice must be served upon:

The Secretary*
Environmental Review Tribunal
655 Bay Street, Suite 1500
Toronto, Ontario
MSG 1E5

AND

The Director appointed for the purposes of Part II.1 of the
Environmental Protection Act
Ministry of the Environment and Climate Change
135 St. Clair Avenue West, 1st Floor
Toronto, Ontario
M4V 1P5

*** Further information on the Environmental Review Tribunal's requirements for an appeal can be obtained directly from the Tribunal at:
Tel: (416) 212-6349, Fax: (416) 314-3717 or www.ert.gov.on.ca**

The above noted activity is approved under s.20.3 of Part II.1 of the Environmental Protection Act.

DATED AT TORONTO this 5th day of January, 2016

Dale Gable, P.Eng.
Director
appointed for the purposes of Part II.1 of the
Environmental Protection Act

RM/
c: District Manager, MOECC Owen Sound
Alen Bringleston, Gamsby and Mannerow Ltd.

D-4 Study
113451 Grey Road 14, Grey Highlands
March 2026

Appendix B Borehole & Monitoring Well Logs

GEI Consultants Canada Ltd.

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




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CLIENT GAMSBY & MANNEROW LIMITED FILE No. 148-791
 PROJECT Flesherton Landfill LOCATION L 19/10, CIN, Twp, Artemesia
 GEOLOGIST/ENGINEER WEG DATE COMPLETED 07/17/79

DEPTH METRES FEET	DESCRIPTION	SAMPLE			WELL DETAIL	REMARKS
		NO.	TYPE	"N"		
1 3.3	HEIGHT OF PIPE ABOVE GROUND					Saw-Cut Slot
0.9 3	FILL, sand/gravel, with cobbles and silt yellow-brown to brown					Bentonite Seal 18 cm (7" ϕ) Borehole
1.5 5	TOPSOIL, peat, silty black, moist to wet					Silty sand Backfill
1.8 6	SAND/SILT, olive-brn SAND, medium, grey-white; minor gravel					4 cm (1 1/2" ϕ) Sch 40 ABS Pipe
3.0 10	End Borehole					Saw-Cut Slot ABS Pipe Cap
	Water level (y) August 03, 1979					
	481.73 m A.S.L.					

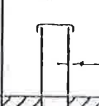
GS - GRAB SAMPLE, SS - SPLIT SPOON, ST - SHELBY TUBE, "N" - BLOWS/FOOT

CLIENT GAMSBY & MANNEROW LIMITED FILE No. 148-791
 PROJECT Flesherton Landfill LOCATION L 19/20, CIN, Twp. Artemesia
 GEOLOGIST/ENGINEER WEC DATE COMPLETED 07/17/79

DEPTH METRES FEET	DESCRIPTION	SAMPLE			WELL DETAIL	REMARKS
		NO.	TYPE	"N"		
1	3.3 HEIGHT OF PIPE ABOVE GROUND					Saw-Cut Slot
0.9	3 FILL, sand/gravel, with cobbles and silt yellow-brown to brown					Bentonite Seal 18 cm (7" ϕ) Borehole
1.5	5 TOPSOIL, peat, silty black, moist to wet					Silty Sand Backfill
1.8	6 SAND/SILT, olive-brn					
	SAND, medium, grey- white; minor gravel					4 cm (1 1/2" ϕ) Sch 40 ABS Pipe Saw-Cut Slot
4.0	13 SILT, dense, grey-brn with fine sand; minor gravel					ABS Pipe Cap
4.6	15					
	End Borehole Water level (v) August 03, 1979					
	481.82 m A.S.L.					

GS - GRAB SAMPLE, SS - SPLIT SPOON, ST - SHIELDY TUBE, "N" - BLOWS/FOOT

CLIENT GAMSBY & MANNERON LIMITED FILE No. 148-791
 PROJECT Flesherton Landfill LOCATION L 19/20, CIN, Twp. Artemesia
 GEOLOGIST/ENGINEER WEG DATE COMPLETED 07/17/79

DEPTH METRES FEET		DESCRIPTION	SAMPLE			WELL DETAIL	REMARKS
			NO.	TYPE	"N"		
1	3.3	HEIGHT OF PIPE ABOVE GROUND				 Penetration test Blows/Foot Saw-Cut Slot	
0.0							
0.9	3	FILL, sand/gravel, with cobbles and silt yellow-brown to brown				Well construction similar to OW 1-A, 1-B $k=4.76 \times 10^{-3} \text{ cm/sec}$ $k=4.0 \times 10^{-6} \text{ cm/sec}$	
1.5	5	TOPSOIL, peat, silty black, moist to wet					
1.8	6	SAND/SILT, olive-brn	1	SS	8		
4.0	13	SAND, medium, grey-white; minor gravel	2	SS	16		
5.2	17	SILT, dense, grey-brn with fine sand; minor gravel	3	SS	25		
6.5	21.5	SAND, fine to coarse, with layers of dense silt, brown					
		End Borehole					
		Water Level (\bar{y}) August 03, 1979					
		483.58 m A.S.L.					

GS-GRAB SAMPLE, SS-SPLIT SPOON, ST-SHELBY TUBE, "N" BLOWS/FOOT

CLIENT GAMSBY & MANNEROW LIMITED FILE No. 148-791
 PROJECT Flesherton Landfill LOCATION L 19/20, CIN, Twp. Artemesia
 GEOLOGIST/ENGINEER WEC DATE COMPLETED 07/17/79

DEPTH METRES FEET	DESCRIPTION	SAMPLE			WELL DETAIL	REMARKS
		NO.	TYPE	"N"		
1 3.3	HEIGHT OF PIPE ABOVE GROUND					Saw-Cut Slot
	FILL, sand/gravel, with cobbles and silt, yellow-brown					Compacted Sandy Silt Seal
1.5 5	TOPSOIL/ORGANICS					18 cm (7" ϕ) Borehole
2.1 7	Clayey silt, black					Silty Sand Backfill
	SAND/SILT, dense, olive-brown					4 cm (1½" ϕ) Sch 40 ABS Pipe
3.8 12.5	TILL, sandy silt, minor fine gravel, yellow-brown					Coarse Gravel Backfill
4.6 15	End Borehole					Saw-Cut Slot
	Water Level (v)					ABS Pipe Cap
	August 03, 1979					
	483.52 m A.S.L.					

GS-GRAB SAMPLE, SS-SPLIT SPOON, ST-SHELBY TUBE, "N"-BLOWS/FOOT

CLIENT GMSBY & MANNEROW LIMITED
PROJECT Flesherton Landfill LOCATION L 19/20, CIN, Twp. Artemesia FILE No. 148-791
GEOLOGIST/ENGINEER WEC DATE COMPLETED 07/17/79

DEPTH METRES FEET		DESCRIPTION	SAMPLE			WELL DETAIL	REMARKS
NO.	TYPE	"N"	NO.	TYPE	"N"		
1	3.3	HEIGHT OF PIPE ABOVE GROUND					Penetration Test Blows/Foot Saw-Cut Slot
1.5	5	FILL, sand/gravel, with cobbles and silt, yellow-brown					Well construction similar to OW 2-A
2.1	7	TOPSOIL/ORGANICS clayey silt, black	1	SS	11		
3.8	12.5	SAND/SILT, dense, olive-brown $k=9.0 \times 10^{-6}$	2	SS	18		$k=9.0 \times 10^{-6}$ cm/sec Silty Sand Backfill
5.5	18	TILL, sandy silt, minor fine gravel, yellow-brown	3	SS	8		$k=1.23 \times 10^{-3}$ cm/sec
7.3	24	SAND, fine, medium, with minor layers of silt, brown $k=5.48 \times 10^{-3}$	4	SS	23		Bentonite Seal
8.1	26.5	SAND, very fine, uniform, brown	5	SS	22		Caved from 5.8 m (19') to 8.1 m (26.5')
		End Borehole					$k=5.48 \times 10^{-3}$ cm/sec
		Water Level (g)					
		August 03, 1979					
		485.84 m A.S.L.					

GS-GRAB SAMPLE, SS-SPLIT SPOON, ST-SHELBY TUBE, "N" BLOWS/FOOT

CLIENT GMSBY & MANNEROW LIMITED FILE No. 148-791
 PROJECT Flesherton Landfill LOCATION L 19/20, CIN, Twp. Artemesia
 GEOLOGIST/ENGINEER WEG DATE COMPLETED 07/17/79

DEPTH METRES	DEPTH FEET	DESCRIPTION	SAMPLE			WELL DETAIL	REMARKS
			NO.	TYPE	"N"		
1	3.3	HEIGHT OF PIPE ABOVE GROUND					Saw-Cut Slot
0.8	2.5	FILL, silt/gravel with cobbles and sand brown					Compacted Sandy Silt Seal
		REFUSE, paper/plastic cloth; very odourous, methane gas (71.4%vol) moist not wet					18 cm (7" Ø) Borehole
							Silty Sand Backfill
3.8	12.5	SILT, sandy, with clay	1	GS			4 cm (1½" Ø) Sch 40 ABS Pipe
							Coarse Gravel Backfill
6.2	20.5	SAND, very fine, very silty, olive-brown					Saw-Cut Slot
							ABS Pipe Cap
8.1	26.5	End Borehole	2	SS	24		Sand/Silt Cavings
		Water Level (g) August 03, 1979 486.64 m A.S.L.					k=2.25 x 10 ⁻⁴ cm/sec

GS-GRAB SAMPLE, SS-SPLIT SPOON, ST-SHELBY TUBE, "N"-BLOWS/FOOT

CLIENT: GAMSBY & MANNEROW LIMITED FILE No. 148-791
 PROJECT: Flesherton Landfill LOCATION: L 19/20, CIN, Twp. Artemesia
 GEOLOGIST/ENGINEER: WEC DATE COMPLETED: 07/17/79

DEPTH METRES FEET		DESCRIPTION	SAMPLE NO. TYPE "N"			WELL DETAIL	REMARKS
1	3.3	HEIGHT OF PIPE ABOVE GROUND					Saw-Cut Slot
0.9	3	SAND/GRAVEL, very silty, red-brown					Bentonite Seal 18 cm (7" ϕ) Borehole Silty Sand Backfill
2.1	7	SAND, fine to coarse, with gravel, very silty, yellow-brown					4 cm (1 1/2" ϕ) Sch 40 ABS Pipe
3.0	10	SAND, fine to medium/SILT, red-brown	1	GS			Caved Sand/Silt Saw-Cut Slot
		SILT, sandy, with clay, plastic	2	GS			ABS Pipe Cap
4.6	15	End Borehole					$k=2.03 \times 10^{-3} \text{cm/sec}$
		Water Level (\bar{x}) August 03, 1979					
		482.89 m A.S.L.					

GS-GRAB SAMPLE, SS-SPLIT SPOON, ST-SHELBY TUBE, "N"-BLOWS/FOOT

CLIENT GAMSBY & MANNEROW LIMITED FILE No. 148-791
 PROJECT Flesherton Landfill LOCATION L 19/20, CIN, Twp. Artemesia
 GEOLOGIST/ENGINEER WEC DATE COMPLETED 07/17/79

DEPTH		DESCRIPTION	SAMPLE			WELL DETAIL	REMARKS
METRES	FEET		NO.	TYPE	"N"		
1	3.3	HEIGHT OF PIPE ABOVE GROUND					Saw-Cut Slot
		SAND/GRAVEL, with silt, poorly sorted, dry	1	SS	24		Compacted Silty Sand Seal 18 cm (7" Ø) Borehole Silty Sand Backfill
2.6	8.5	SAND, very fine, very silty, yellow-brown	2	SS	21		4 cm (1½" Ø) Sch 40 ABS Pipe
		SAND, very fine to medium, silty, brown	3	SS	38		Caved Sand/Silt k=4.00 x 10 ⁻⁴ cm/sec
6.2	20.5		4	SS	28		Saw-Cut Slot ABS Pipe Cap
		End Borehole					
		Water Level (̄)					
		August 03, 1979					
		483.74 m A.S.L.					

GS-GRAB SAMPLE, SS-SPLIT SPOON, ST-SHELBY TUBE, "N" BLOWS/FOOT



WELL No. 6/79

CLIENT GAMSBY & MANNEROW LIMITED FILE No. 148-791
 PROJECT Flesherton Landfill LOCATION L 19/20, CIN, Twp. Artemesia
 GEOLOGIST/ENGINEER WEC DATE COMPLETED 07/17/79

DEPTH METRES	DEPTH FEET	DESCRIPTION	SAMPLE			WELL DETAIL	REMARKS
			NO.	TYPE	"N"		
1	3.3	HEIGHT OF PIPE ABOVE GROUND					Saw-Cut Slot
		SAND/SILT, some gravel minor cobbles, red-brown					Bentonite Seal 18 cm (7" Ø) Borehole Silty Sand Backfill
2.7	9	SAND, very fine, very silty, dense, yellow-brown to light-brown	1	GS			4 cm (1½" Ø) Sch 40 ABS Pipe Caved Sand/Silt Saw-Cut Slot
4.6	15	End Borehole					ABS Pipe Cap
		Water Level (V) August 03, 1979					
		481.86 m A.S.L.					


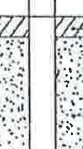

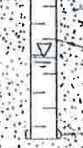
GS-GRAB SAMPLE, SS-SPLIT SPOON, ST-SHELBY TUBE, "N" BLOWS/FOOT

CLIENT GAMSBY & MANNERON LIMITED FILE No. 148-791
PROJECT Flesherton Landfill LOCATION L 19/20, CIN, Twp. Artemesia
GEOLOGIST/ENGINEER WEC DATE COMPLETED 07/17/79

DEPTH METRES FEET	DESCRIPTION	SAMPLE			WELL DETAIL	REMARKS
		NO.	TYPE	"N"		
1 3.3	HEIGHT OF PIPE ABOVE GROUND					Saw-Cut Slot
	SAND/GRAVEL, poorly sorted, numerous cobbles and boulders, some silt, grey-brown	1	SS	16		Compacted Sandy Silt Seal 18 cm (7" ϕ) Borehole Silty Sand Backfill
3.7 12	SAND, very fine, dense, silty, olive-grey	2	SS			4 cm (1½" ϕ) Sch 40 ABS Pipe Caved Sand/Silt
		3	SS	41		Saw-Cut Slot
6.7 72	SAND/SILT, with gravel, olive	4	SS	59		
7.3 24	SAND, very fine, dense, silty	5	SS	47		ABS Pipe Cap
7.9 26	End Borehole					
	Water Level (∇) August 03, 1979					
	485.23 m A.S.L.					

GS-GRAB SAMPLE, SS-SPLIT SPOON, ST-SHELBY TUBE, "N" BLOWS/FOOT

CLIENT GAMSBY & MANNEROW LIMITED FILE No. 148-791
 PROJECT Flesherton Landfill LOCATION L 19/20, CIN, Twp. Artemesia
 GEOLOGIST/ENGINEER WEC DATE COMPLETED 07/18/79

DEPTH METRES FEET	DESCRIPTION	SAMPLE			WELL DETAIL	REMARKS
		NO.	TYPE	"N"		
1 3.3	HEIGHT OF PIPE ABOVE GROUND					Saw-Cut Slot
2.1 7	SILT/SAND, very fine, light brown	1	SS	18		BENTONITE SEAL 18 cm (7" Ø) Borehole
	SAND, very fine, uniform, light brown					Silty Sand Backfill
4.0 13	SILT, dense, with few layers of fine to medium sand	2	SS	20		4 cm (1½" Ø) Sch 40 ABS Pipe
						Caved Sand/Silt
6.5 21.5	End Borehole Water Level (▽) August 03, 1979 490.88 m A.S.L.	3	SS	22		Saw-Cut Slot
						4

GS-GRAB SAMPLE, SS-SPLIT SPOON, ST-SHELBY TUBE, "N" BLOWS/FOOT

CLIENT GAMSBY & MANNERON LIMITED FILE No. 148-791
 PROJECT Flesherton Landfill LOCATION L 19/20, CIN, Twp. Artemesia
 GEOLOGIST/ENGINEER WEC DATE COMPLETED 07/18/79

DEPTH METRES FEET	DESCRIPTION	SAMPLE			WELL DETAIL	REMARKS
		NO.	TYPE	"N"		
1 3.3	HEIGHT OF PIPE ABOVE GROUND					Saw-Cut Slot
0.3 1	TOPSOIL, silty loam					BENTONITE SEAL 18 cm (7" ϕ) Borehole Silty Sand Backfill - 5 cm (2" ϕ) Sch 40 ABS Pipe
1.8 6	SILT, sandy, dense, light brown	1	SS	10		Saw-Cut Slot ABS Pipe Cap
3.5 11.5	SILT, sandy, with gravel, trace clay, grey-brown	2	SS	9		
	End Borehole					
	Water Level (\bar{w}) August 03, 1979					
	486.22 m A.S.L.					

GS-GRAB SAMPLE, SS-SPLIT SPOON, ST-SHELBY TUBE, "N"-BLOWS/FOOT

CLIENT GAMSBY & MANNEROW LIMITED FILE No. 148-791
 PROJECT Flesherton Landfill LOCATION L 19/20, C/N, Twp, Artesia
 GEOLOGIST/ENGINEER WEC DATE COMPLETED 07/18/79

DEPTH METRES	FEET	DESCRIPTION	SAMPLE			WELL DETAIL	REMARKS
			NO.	TYPE	"N"		
1	3.3	HEIGHT OF PIPE ABOVE GROUND					Saw-Cut Slot
0.3	1	TOPSOIL, Silty loam					BENTONITE SEAL
		SILT, sandy, with layers of clay, soft, plastic, yellow-brown					18 cm (7" ϕ) Borehole Silty Sand Backfill
2.4	8	SAND, fine to coarse with fine gravel, minor silt	1	SS	2		5 cm (2" ϕ) Sch 40 ABS Pipe Saw-Cut Slot
3.5	11.5	End Borehole	2	SS	16		Caved Silty Sand ABS Pipe Cap
		Water Level (g) August 03, 1979					
		487.08 m A.S.L.					

GS - GRAB SAMPLE, SS - SPLIT SPOON, ST - SHELBY TUBE, "N" - BLOWS / FOOT

CLIENT GAMSBY & MANNEROW LIMITED FILE No. 148-791
PROJECT Flesherton Landfill LOCATION L 19/20, CIN, Twp. Artemesia
GEOLOGIST/ENGINEER WEC DATE COMPLETED 07/18/79

DEPTH METRES FEET	DESCRIPTION	SAMPLE			WELL DETAIL	REMARKS
		NO.	TYPE	"N"		
1 3.3	HEIGHT OF PIPE ABOVE GROUND					Penetration Test Blows/Foot Saw-Cut Slot
0.6 2	TOPSOIL, sandy loam, brown					BENTONITE SEAL 18 cm (7" ϕ) Borehole
	SAND, very fine, uniform, silty, light-brown	1	SS	9		Silty Sand Backfill 4 cm (1 1/2" ϕ) Sch 40 ABS Pipe
		2	SS	32		
		3	SS	59		
5.8 19	SILT, dense, slight sand, dark yellow-brown	4	SS	50		
7.0 23	SAND, fine to medium uniform, slight silt, brown	5	SS	66		Caved Sand/Silt $k=1.52 \times 10^{-3}$ cm/sec Saw-Cut Slot
8.4 27.5	SILT/SAND, very fine, dense, yellow-brown	6	SS	62		ABS Pipe Cap
9.6 31.5	End Borehole Water Level (y) August 03, 1979 486.79 m A.S.L.					

GS-GRAB SAMPLE, SS-SPLIT SPOON, ST-SHELBY TUBE, "N"-BLOWS/FOOT

SUMMARY OF TEST WELL DATA → ARTEMESIA TOWNSHIP LANDFILL → Oct. 27/82
 DW-13 & DW-14

Test Well No.	Test Hole Depth Ground Level (m)	Elevation (m) Casings	Test Well Log (m)	Test Well Data		Soil Samples (S1) No. Location (m)	Groundwater Static Level Oct. 27/82
				Well Depth Ground Level (m)	Well Screen Location Depth		
DW-13	2.7	+484.5	0 - .25 Topsoil	1.1	1.6 - 2.7	1 .25 - 1.7	+2.40
			1.25 - 1.7 brown SAND			2 1.9 - 2.7	
			1.7 - 2.7 grey SAND				
DW-14	3.1	+484	0 - .3 Topsoil	0.9	2.2 - 3.1	1 .3 - .95	+1.58
			.3 - .95 silty SAND TILL			2 .95 - 2.3	
			.95 - 2.3 silty SAND/GRAVEL				
			2.3 - 3.1 brown SAND				

TABLE 1

Project No: M-1091

Log of Borehole: OW-15

Project: Artemesia Landfill

Drill Date: June 29, 2006

Client: Municipality of Grey Highlands

Field Eng/Tech: A.B.

Location: Grey Rd 14

Drilling Company: London Soil Test

SUBSURFACE PROFILE				SAMPLE			Soil Properties N-Value 20 40 60 80	Well Installation Details
Elevation	Depth	Symbol	Description	Number	Type	Blow Counts		
0	0		Ground Surface					
1	1		Red/brown silty sand with organics					
2	2		Light brown silty sand, dry.					
3	3							
4	4							
5	5							
6	6		Fine light brown silty sand, moist.	1	SS	7	7	
7	7		Fine light brown sandy silt with seams of medium sand, wet.					
8	8							
9	9							
10	10							
11	11			2	SS	8	8	
12	12		Brown silt till with occasional stones, wet.					
13	13							
14	14							
15	15							
16	16			3	SS	8	8	
17	17							
18	18							
19	19							
20	20							
21	21			4	SS	15	15	
22	22		Borehole Terminated					
23	23							

Drill Method: Track Mounted HSA

Notes:

- SS = Split Spoon

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Gamsby and Mannerow
 ENGINEERS

Project No: M-1091 **Log of Borehole: OW-16**
Project: Artemesia Landfill **Drill Date:** June 29, 2006
Client: Municipality of Grey Highlands **Field Eng/Tech:** A.B.
Location: Grey Rd 14 **Drilling Company:** London Soil Test

SUBSURFACE PROFILE				SAMPLE			Soil Properties N-Value 20 40 60 80	Well Installation Details
Elevation	Depth	Symbol	Description	Number	Type	Blow Counts		
0	0		Ground Surface					
1	1		Dark brown sand and stones with organics, dry.					
2	2		Fine to medium brown sand, dry.					
3	3							
4	4							
5	5		Fine to medium light brown sand, dry.	1	SS	17	17	
6	6							
7	7		Fine light brown silty sand. Seams of coarse white sand, moist.	2	SS	11	11	
8	8							
9	9		Soft, light brown silt, with seams of fine sand, wet.					
10	10							
11	11			3	SS	3	3	
12	12		Soft light brown silt, iron staining in bottom 4 inches, wet.					
13	13			4	SS	2	2	
14	14							
15	15		Medium brown sand. Iron staining in top 3 inches, wet.					
16	16			5	SS	22	22	
17	17							
18	18		Coarse sand and stone till underlain by hard, white, silt till and stones, wet.					
19	19							
20	20							
21	21							
22	22							
23	23		Borehole Terminated				66	

Drill Method: Track Mounted HSA
Notes:
- SS = Split Spoon

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Project No: M-1091
Project: Artemesia Landfill
Client: Municipality of Grey Highlands
Location: Grey Rd 14

Log of Borehole: OW-17
Drill Date: June 29, 2006
Field Eng/Tech: A.B.
Drilling Company: London Soil Test

SUBSURFACE PROFILE				SAMPLE			Soil Properties N-Value 20 40 60 80	Well Installation Details
Elevation	Depth	Symbol	Description	Number	Type	Blow Counts		
0	0		Ground Surface					
1	1		Dark brown silty sand with organics, dry.				13	
2	2		Light brown silt till with stones and cobbles, dry.				15	
3	3			1	SS	13	16	
4	4			2	SS	15	24	
5	5		Light brown silt till with stones and cobbles, becoming moist.				20	
6	6		Brown medium to coarse sand and stones, moist.	3	SS	16	27	
7	7		Medium, brown sand, becoming wet.				41	
8	8			4	SS	24		
9	9							
10	10		Light brown silt with seams of fine to medium sand, wet.					
11	11		Brown silty sand, wet.	5	SS	20		
12	12							
13	13			6	SS	27		
14	14							
15	15			7	SS	41		
16	16							
17	17							
18	18							
19	19							
20	20							
21	21							
22	22							
23	23							
24	24							
25	25							
26	26							
27	27		Borehole Terminated					
28	28							

Drill Method: Track Mounted HSA

Notes:
 - SS = Split Spoon

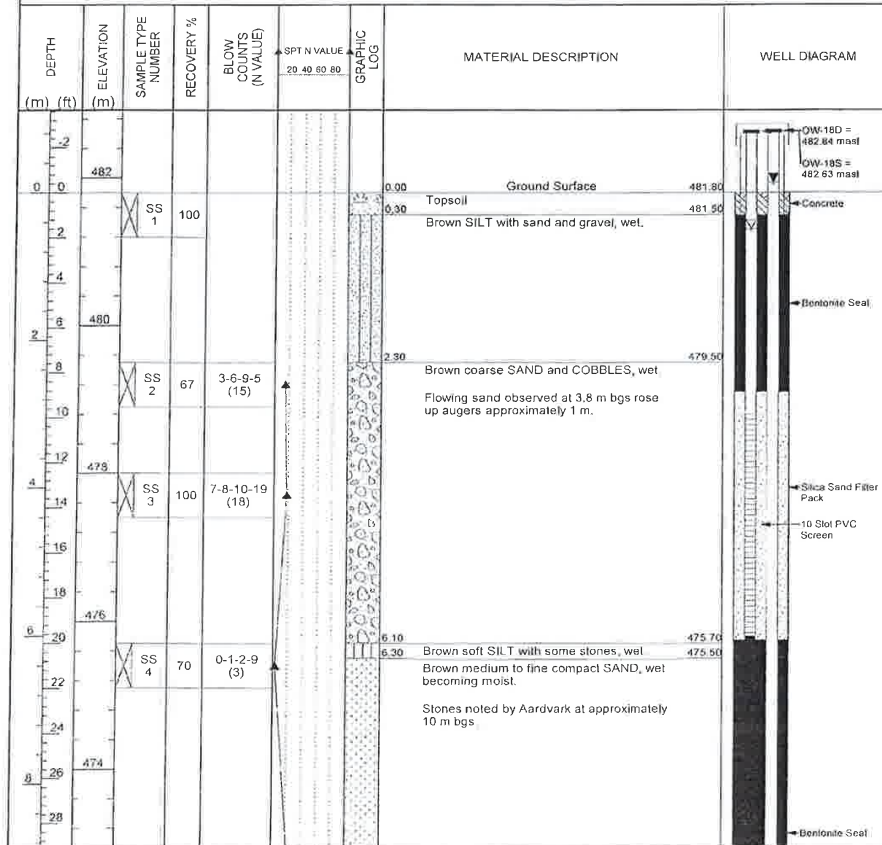
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MONITORING WELL ID: OW-18S/D
 PAGE 1 OF 2

CLIENT Municipality of Grey Highlands PROJECT NAME Artemesia Landfill
 PROJECT NUMBER 212057 PROJECT LOCATION Grey Road 14, Municipality of Grey Highlands
 DATE COMPLETED September 13, 2012 CONTRACTOR Aardvark Drilling Inc.
 LOGGED BY DCS METHOD Hollow Stem Auger
 WELL CONSTRUCTION 0.05m Ø PVC with Protective Steel Casing NOTES OW-18S ♀ = 481.31 masl, OW-18D ♀ = 481.94 masl (24-Oct-12)



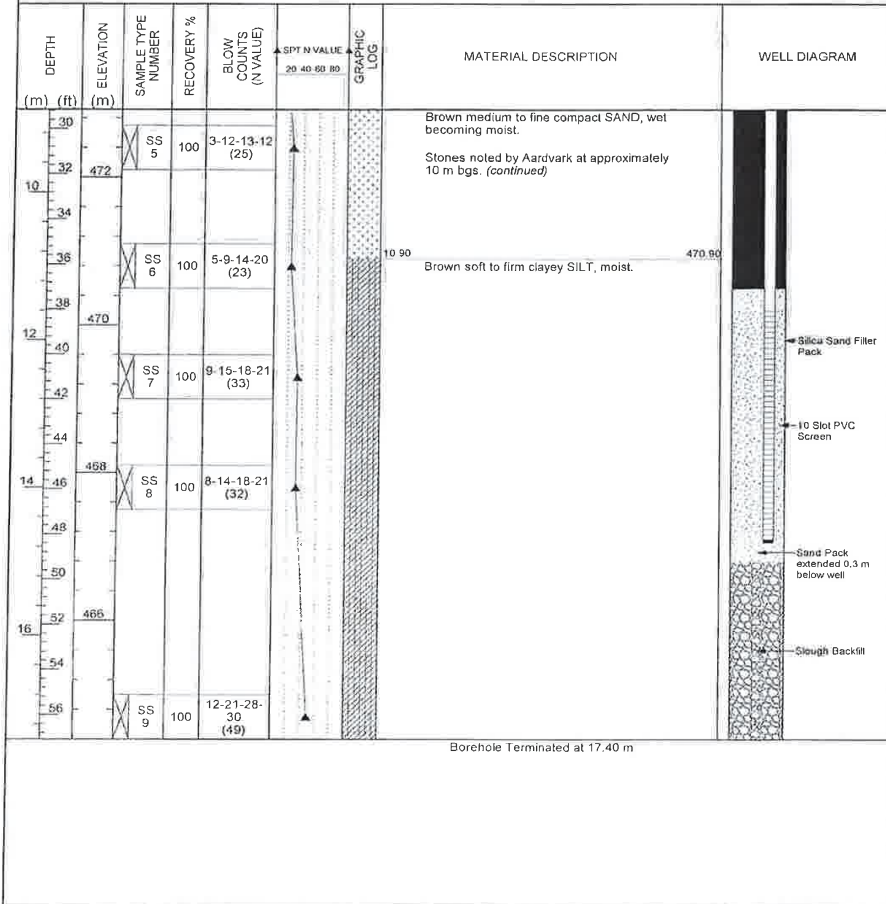
(Continued Next Page)



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MONITORING WELL ID: OW-18S/D
 PAGE 2 OF 2

CLIENT Municipality of Grey Highlands PROJECT NAME Artemesia Landfill
 PROJECT NUMBER 212057 PROJECT LOCATION Grey Road 14, Municipality of Grey Highlands

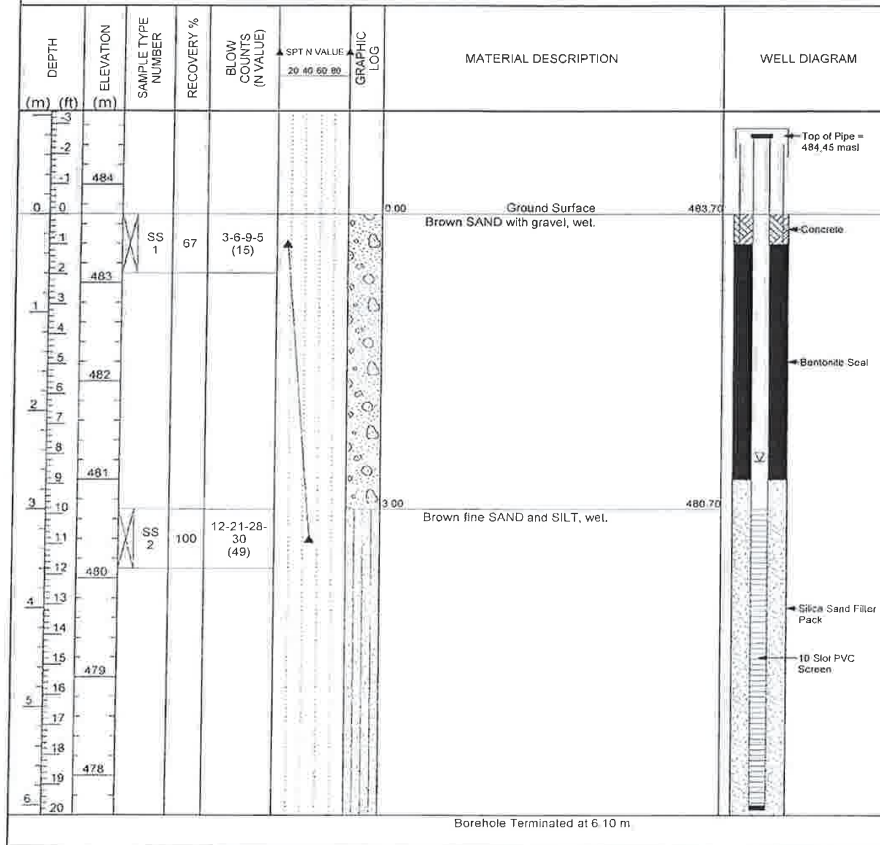




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MONITORING WELL ID: OW-19
 PAGE 1 OF 1

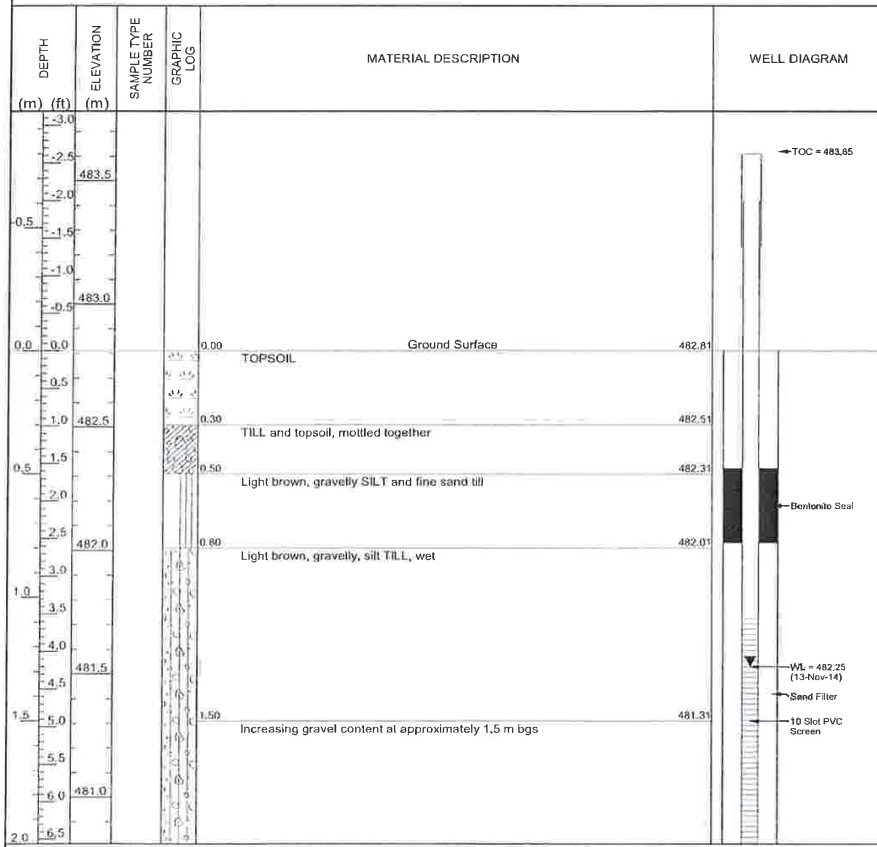
CLIENT Municipality of Grey Highlands PROJECT NAME Artemesia Landfill
 PROJECT NUMBER 212057 PROJECT LOCATION Grey Road 14, Municipality of Grey Highlands
 DATE COMPLETED September 13, 2012 CONTRACTOR Aardvark Drilling Inc.
 LOGGED BY DCS METHOD Hollow Stem Auger
 WELL CONSTRUCTION 0.05m Ø PVC with Protective Steel Casing NOTES OW-19 # = 481.19 masl (24-Oct-12)





MONITORING WELL ID: PZ-01
PAGE 1 OF 1

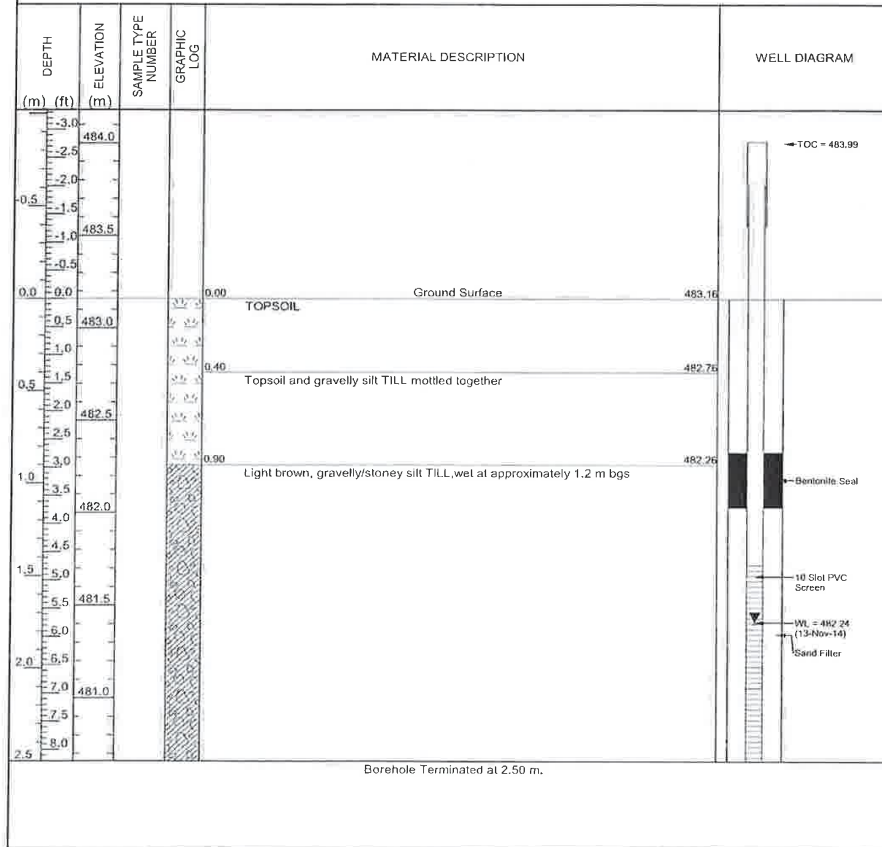
CLIENT <u>Municipality of Grey Highlands</u>	PROJECT NAME <u>Piezometer Installation</u>
PROJECT NUMBER <u>212057</u>	PROJECT LOCATION <u>Artemesia Landfill</u>
DATE COMPLETED <u>11/13/2014</u>	CONTRACTOR <u>GMBP</u>
LOGGED BY <u>JW</u>	METHOD <u>Digging & Hand Auger</u>
WELL CONSTRUCTION <u>1 1/4" Ø PVC</u>	NOTES <u>Closest to OW-14, north of former OW-6</u>



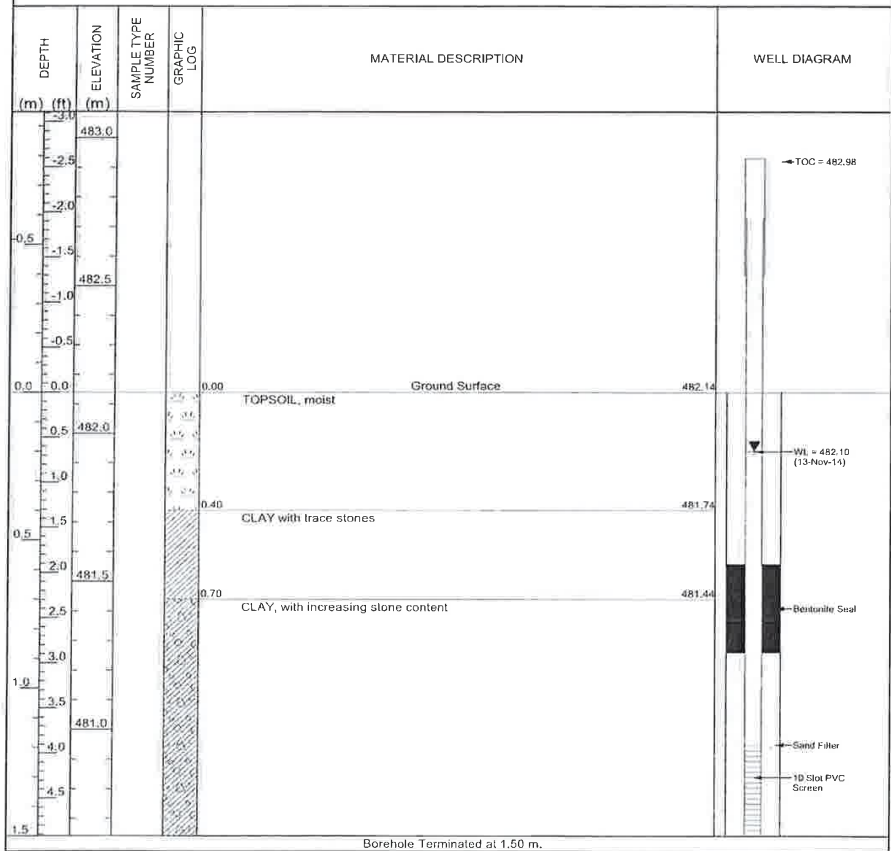


MONITORING WELL ID: PZ-02
PAGE 1 OF 1

CLIENT <u>Municipality of Grey Highlands</u>	PROJECT NAME <u>Piezometer Installation</u>
PROJECT NUMBER <u>212057</u>	PROJECT LOCATION <u>Ariemesia Landfill</u>
DATE COMPLETED <u>11/13/2014</u>	CONTRACTOR <u>GMBP</u>
LOGGED BY <u>JW</u>	METHOD <u>Digging & Hand Auger</u>
WELL CONSTRUCTION <u>1 1/4" Ø PVC</u>	NOTES <u>Furthest to the west</u>



CLIENT Municipality of Grey Highlands PROJECT NAME Piezometer Installation
 PROJECT NUMBER 212057 PROJECT LOCATION Artemesia Landfill
 DATE COMPLETED 11/13/2014 CONTRACTOR GMBP
 LOGGED BY JW METHOD Digging & Hand Auger
 WELL CONSTRUCTION 1 1/4" Ø PVC NOTES Adjacent to SW-3



D-4 Study
113451 Grey Road 14, Grey Highlands
March 2026

Appendix C MECP Water Well Records

GEI Consultants Canada Ltd.

iv

Page 133 of 140

Page 199 of 237

UTM 11T 45316150 E

15R 4489516019 N



41A/246k

25 No 0827

The Ontario Water Resources Commission Act

WATER WELL RECORD

Basin 1221 + 1361 Township, Village, Town or City Antwerp

County or District 1st D.R. Lot P.T. 32 22 Date completed 12 April 1967
(day month year)

Address RR# 3, Picaville

Casing and Screen Record		Pumping Test	
Inside diameter of casing	<u>4"</u>	Static level	<u>25'</u>
Total length of casing	<u>153'</u>	Test-pumping rate	<u>15</u> G.P.M.
Type of screen	<u>---</u>	Pumping level	<u>40'</u>
Length of screen	<u>---</u>	Duration of test pumping	<u>2 hrs</u>
Depth to top of screen	<u>---</u>	Water clear or cloudy at end of test	<u>Clear</u>
Diameter of finished hole	<u>4"</u>	Recommended pumping rate	<u>10</u> G.P.M.
		with pump setting of	<u>72'</u> feet below ground surface

Overburden and Bedrock Record	Water Record			
	From ft.	To ft.	Depth(s) at which water(s) found	Kind of water (fresh, salty, sulphur)
<u>Topsoil</u>	<u>0</u>	<u>1</u>		
<u>Sand, Clay & Boulders</u>	<u>1</u>	<u>30</u>	<u>200</u>	
<u>Sand & Boulders</u>	<u>30</u>	<u>42</u>	<u>to</u>	<u>Fresh</u>
<u>Hard Pan</u>	<u>42</u>	<u>65</u>	<u>206</u>	
<u>Clay</u>	<u>65</u>	<u>153</u>		
<u>Hard White Rock</u>	<u>153</u>	<u>206</u>		

For what purpose(s) is the water to be used?
Household & Stock

Is well on upland, in valley or on hillside?
Upland

Drilling or Boring Firm Durham Drilling Enterprises Ltd.

Address Box 299, Durham Ont

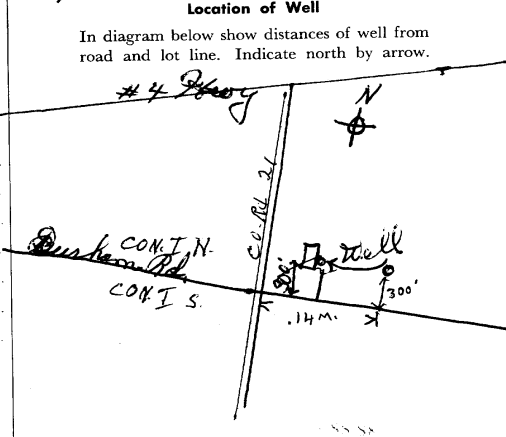
Licence Number 1791

Name of Driller or Borer Ed Johnston

Address Halton

Date April 12, 1967

T. E. Johnston
(Signature of Licensed Drilling or Boring Contractor)




Form 7 15M-60-4138
OWRC COPY

UTM 11T 2-151331510E

Elev. 151R 1489152131N

Basin DD1 LIGREY

County or District 1 S.D. ROAD Lot 19



41A/27k

The Ontario Water Resources Commission Act

WATER RESOURCES DIVISION

25 No. 106

DEC 17 1964

ONTARIO WATER RESOURCES COMMISSION

WATER WELL RECORD

Township, Village, Town or City ARTEMESIA

Date completed 25 NOV 1964

Address PRICEVILLE RR #3.

Casing and Screen Record	Pumping Test
Inside diameter of casing <u>4"</u>	Static level <u>25'</u>
Total length of casing <u>165</u>	Test-pumping rate <u>15</u> G.P.M.
Type of screen	Pumping level <u>35</u>
Length of screen	Duration of test pumping <u>10 HRS</u>
Depth to top of screen	Water clear or cloudy at end of test <u>CLEAR</u>
Diameter of finished hole <u>4"</u>	Recommended pumping rate <u>12</u> G.P.M.
	with pump setting of <u>50</u> feet below ground surface

Well Log	Water Record
Overburden and Bedrock Record	
TOP SOIL	From ft. 0 To ft. 3
SANDY CLAY	Depth (s) at which water(s) found <u>170</u> Kind of water (fresh, salty, sulphur) <u>FRESH</u>
GRAVEL + BOWLDERS	From ft. 30 To ft. 40
GREY CLAY	From ft. 70 To ft. 100
BUCK SAND	From ft. 100 To ft. 160
SAND	From ft. 160 To ft. 165
GREY ROCK	From ft. 165 To ft. 184

For what purpose(s) is the water to be used? DOMESTIC + STOCK

Is well on upland, in valley, or on hillside? UPLAND

Drilling or Boring Firm DURHAM DRILLING + ENTERPRISES

Address DURHAM ONT.

Licence Number 1333

Name of Driller or Borer ED HOTCHKISS

Address DURHAM ONT.

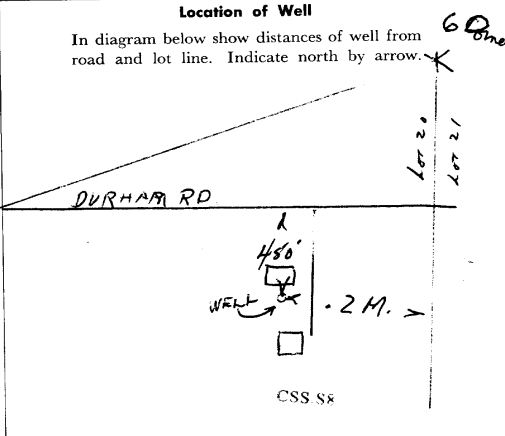
Date NOV 25/64

Percy Johnston
(Signature of Licensed Drilling or Boring Contractor)

Form 7 15M-60-4138

Location of Well

In diagram below show distances of well from road and lot line. Indicate north by arrow.




CSS 58

OWRC COPY

m

UTM 11715133131510E
15R 418191513810N
 Elev. 5116251

 **WATER WELL RECORD**

The Ontario Water Resources Commission Act

Basin 22 Grey County or District Grey Township, Village, Town or City Artesesia
 Con. 1 S.D.R. Lot PT. 20. Date completed 30 March 1965
 (day month year)
 Address RR#3. Priceville

Casing and Screen Record

Inside diameter of casing 4"
 Total length of casing 172 feet
 Type of screen _____
 Length of screen _____
 Depth to top of screen _____
 Diameter of finished hole 4"

Pumping Test

Static level 49'
 Test-pumping rate 10 G.P.M.
 Pumping level 70'
 Duration of test pumping 3 hrs
 Water clear or cloudy at end of test clear
 Recommended pumping rate 8 G.P.M.
 with pump setting of 100 feet below ground surface

Well Log	Water Record		
Overburden and Bedrock Record	From ft.	To ft.	Depth(s) at which water(s) found
<u>top soil</u>	<u>0</u>	<u>3</u>	
<u>shoulders</u>	<u>3</u>	<u>25</u>	
<u>hardpan</u>	<u>25</u>	<u>75</u>	
<u>hardpan boulders</u>	<u>75</u>	<u>125</u>	
<u>soft sand gravel</u>	<u>125</u>	<u>140</u>	
<u>boulders with hardpan</u>	<u>140</u>	<u>165</u>	
<u>gravel</u>	<u>165</u>	<u>171</u>	<u>212</u>
<u>broken lime</u>	<u>171</u>	<u>212</u>	<u>fresh</u>

For what purpose(s) is the water to be used? house

Is well on upland, in valley, or on hillside? upland

Drilling or Boring Firm Durham Drilling Enterprise Ltd.
 Address Box 299, Durham Ont.

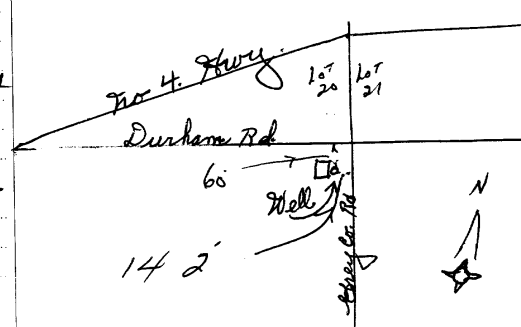
Licence Number 1767
 Name of Driller or Borer Luan Mauchinney
 Address R 1 Arrowater
 Date Mar 30/1965
Percy Johnston
 (Signature of Licensed Drilling or Boring Contractor)

Form 7 15M-60-4138

OWRC COPY

Location of Well

In diagram below show distances of well from road and lot line. Indicate north by arrow.





The Ontario Water Resources Commission Act WATER WELL RECORD

Water management in Ontario 1. PRINT ONLY IN SPACES PROVIDED 2. CHECK CORRECT BOX WHERE APPLICABLE

2503065 MUNICIPAL DISTRICT 250001 DR. M. 2101

COUNTY OR DISTRICT Essex TOWNSHIP, BOROUGH, CITY, TOWN, VILLAGE Antleresia CON. BLOCK, TRACT, SURVEY, ETC. J.N.W.D.R.

DATE COMPLETED 23/24
DAY 15 MO. 10 YEAR 69

R.C. ELEVATION 95.740 BASIN CODE 5 2A

LOG OF OVERBURDEN AND BEDROCK MATERIALS (SEE INSTRUCTIONS)

GENERAL COLOUR	MOST COMMON MATERIAL	OTHER MATERIALS	GENERAL DESCRIPTION	DEPTH - FEET	
				FROM	TO
BLACK	TOPSOIL			0	2
BROWN	SAND CLAY & STONES			2	100
BROWN	SAND			100	152
WHITE	ROCK	LIMESTONE		152	180

31 000182d | 000182ast12 | 000182d00 | 000182d00

32

41 WATER RECORD				51 CASING & OPEN HOLE RECORD				61 PLUGGING & SEALING RECORD				
WATER FOUND AT - FEET	KIND OF WATER			INSIDE DIAMETER INCHES	MATERIAL	WALL THICKNESS INCHES	DEPTH - FEET		SIZE(S) OF OPENING (SLOT NO.)	DIAMETER	LENGTH	SCREEN MATERIAL AND TYPE
10-13	1 <input checked="" type="checkbox"/> FRESH	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERAL	10-11	1 <input checked="" type="checkbox"/> STEEL	1/4	0	152	31-33	34-38	39-40	
15-18	1 <input checked="" type="checkbox"/> FRESH	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERAL	17-18	2 <input checked="" type="checkbox"/> GALVANIZED		152	180	10-13	14-17		
20-23	2 <input type="checkbox"/> SALTY	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERAL	24-25	3 <input type="checkbox"/> CONCRETE				18-21	22-25		
25-28	1 <input type="checkbox"/> FRESH	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERAL		4 <input type="checkbox"/> OPEN HOLE				26-29	30-33	80	
30-33	2 <input type="checkbox"/> SALTY	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERAL		1 <input type="checkbox"/> STEEL							

71 PUMPING TEST METHOD PUMP

10 PUMPING RATE 0015 GPM

11-14 DURATION OF PUMPING 03 HOURS

15-18 PUMPING 33 HOURS

19-21 STATIC WATER LEVEL 022 FEET

22-24 WATER LEVELS DURING PUMPING

25-28 15 MINUTES 030 FEET

29-31 30 MINUTES 030 FEET

32-34 45 MINUTES 030 FEET

35-37 60 MINUTES 030 FEET

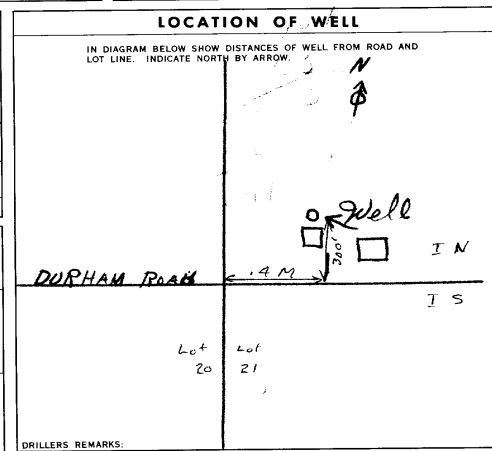
38-41 PUMP INTAKE SET AT 80 FEET

42 WATER AT END OF TEST 070 FEET

43-45 RECOMMENDED PUMP TYPE DEEP

46-49 RECOMMENDED PUMP SETTING 070 FEET

50-53 001.9 GPM/FT. SPECIFIC CAPACITY



54 FINAL STATUS OF WELL

1 WATER SUPPLY

2 OBSERVATION WELL

3 TEST HOLE

4 RECHARGE WELL

5 ABANDONED, INSUFFICIENT SUPPLY

6 ABANDONED, POOR QUALITY

7 UNFINISHED

55-56 WATER USE

1 DOMESTIC

2 STOCK

3 IRRIGATION

4 INDUSTRIAL

5 OTHER

6 COMMERCIAL

7 MUNICIPAL

8 PUBLIC SUPPLY

9 COOLING OR AIR CONDITIONING

10 NOT USED

57 METHOD OF DRILLING

1 CABLE TOOL

2 ROTARY (CONVENTIONAL)

3 ROTARY (REVERSE)

4 ROTARY (AIR)

5 AIR PERCUSSION

6 BORING

7 DIAMOND

8 JETTING

9 DRIVING

CONTRACTOR NAME OF WELL CONTRACTOR Durham Drilling Ltd LICENCE NUMBER 3263

ADDRESS Box 299 Durham Ont.

NAME OF DRILLER OR BORER David Nelson LICENCE NUMBER 3263

SIGNATURE OF CONTRACTOR P. E. Johnston SUBMISSION DATE DAY 16 MO. Oct YEAR 69

OFFICE USE ONLY

DATA SOURCE 1 CONTRACTOR 1804 DATE RECEIVED 061169

DATE OF INSPECTION 7/10/78 INSPECTOR 2/p

REMARKS:

CSS.S8 7

OWRC COPY

Print only in spaces provided. Mark correct box with a checkmark, where applicable.

11 2514927 Municipality 25001 Con DR S 01

County or District: Great Lakes-1 Township/Borough/City/Town/Village: ARTEMISIA TWP Con block tract survey, etc.: CON 1 SOUTH Lot: 23
 Address: K. R3 PRICEVILLE, ONT Date completed: 16 01 02
 day month year

General colour	Most common material	Other materials	General description	Depth - feet	
				From	To
	<u>TOP SOIL</u>			<u>0</u>	<u>1</u>
<u>BROWN</u>	<u>CLAY</u>			<u>1</u>	<u>10</u>
<u>BROWN</u>	<u>SILTY CLAY</u>	<u>GRAVEL</u>		<u>10</u>	<u>35</u>
<u>GRAY</u>	<u>SILTY CLAY</u>	<u>GRAVEL</u>		<u>35</u>	<u>96</u>
<u>BROWN</u>	<u>SAND</u>	<u>GRAVEL</u>	<u>WET</u>	<u>96</u>	<u>108</u>
<u>BROWN</u>	<u>SILT</u>		<u>FINE</u>	<u>108</u>	<u>131</u>
<u>BROWN</u>	<u>CLAY</u>			<u>131</u>	<u>166</u>
<u>BROWN</u>	<u>LIMESTONE</u>			<u>166</u>	<u>176</u>

31

41 WATER RECORD		51 CASING & OPEN HOLE RECORD		SCREEN	
Water found at - feet	Kind of water	Inside diam inches	Material	Wall thickness inches	Depth - feet
<u>175</u>	<input checked="" type="checkbox"/> Fresh <input type="checkbox"/> Sulphur <input type="checkbox"/> Minerals <input type="checkbox"/> Gas	<u>46"</u>	<input type="checkbox"/> Steel <input type="checkbox"/> Galvanized <input type="checkbox"/> Concrete <input type="checkbox"/> Open hole <input type="checkbox"/> Plastic	<u>219</u>	<u>11</u> <u>174</u>
<u>15-18</u>	<input type="checkbox"/> Fresh <input type="checkbox"/> Sulphur <input type="checkbox"/> Minerals <input type="checkbox"/> Salty <input type="checkbox"/> Gas	<u>46"</u>	<input type="checkbox"/> Steel <input type="checkbox"/> Galvanized <input type="checkbox"/> Concrete <input type="checkbox"/> Open hole <input type="checkbox"/> Plastic	<u>174</u>	<u>176</u>
<u>20-23</u>	<input type="checkbox"/> Fresh <input type="checkbox"/> Sulphur <input type="checkbox"/> Minerals <input type="checkbox"/> Salty <input type="checkbox"/> Gas	<u>46"</u>	<input type="checkbox"/> Steel <input type="checkbox"/> Galvanized <input type="checkbox"/> Concrete <input type="checkbox"/> Open hole <input type="checkbox"/> Plastic		<u>27-30</u>
<u>25-28</u>	<input type="checkbox"/> Fresh <input type="checkbox"/> Sulphur <input type="checkbox"/> Minerals <input type="checkbox"/> Salty <input type="checkbox"/> Gas				
<u>30-33</u>	<input type="checkbox"/> Fresh <input type="checkbox"/> Sulphur <input type="checkbox"/> Minerals <input type="checkbox"/> Salty <input type="checkbox"/> Gas				

71 PUMPING TEST

Pumping method: Pump Bailor

Pumping rate: 100+ GPM

Duration of pumping: 1 Hours 15 Mins

Water level during:

Static level	15 minutes	30 minutes	45 minutes	60 minutes
<u>16</u> feet	<u>16</u> feet	<u>16</u> feet	<u>16</u> feet	<u>16</u> feet

Water level end of pumping: 22-24 feet

Recovery: Pumping Recovery

Pump intake set at: 70 feet

Water at end of test: Clear Cloudy

Recommended pump type: Shallow Deep

Recommended pump setting: 70 feet

Recommended pump rate: 100 GPM

FINAL STATUS OF WELL

Water supply Abandoned, insufficient supply Unfinished

Observation well Abandoned, poor quality Replacement well

Test hole Abandoned (Other)

Recharge well Dewatering

WATER USE

Domestic Commercial Not use

Stock Municipal Other

Irrigation Public supply

Industrial Cooling & air conditioning

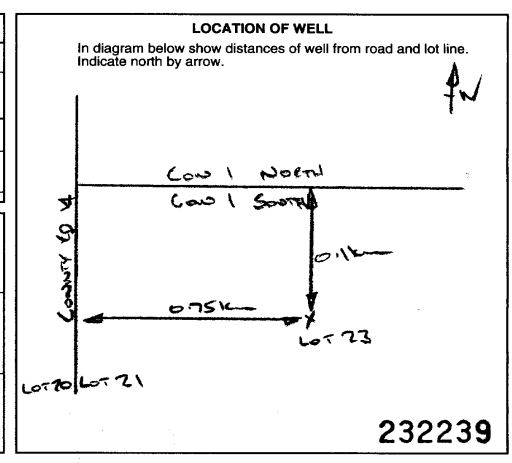
METHOD OF CONSTRUCTION

Cable tool Air percussion Driving

Rotary (conventional) Boring Digging

Rotary (reverse) Diamond Other

Rotary (air) Jetting



Name of Well Contractor: HIGHLAND WATER WALLS Well Contractor's Licence No.: 2576

Address: Box 141, OUCHAM, ONT, W0G 1E0

Name of Well Technician: Nigel Robertson Well Technician's Licence No.: 12130

Signature of Technician/Contractor: [Signature] Submission date: day 18 mo 01 yr 02

MINISTRY USE ONLY

Data source: 2576 Contractor: 2576 Date received: JAN 24 2002

Date of inspection: _____ Inspector: _____

Remarks: CSS.ES2

2 - MINISTRY OF THE ENVIRONMENT COPY

0506 (07/00) Front Form 9



Ministry of the Environment and Climate Change

Well Tag No. (Place Sticker and/or Print Below)

Well Record

Measurements recorded in: Metric Imperial

A258127 Tag#: A258127

Ontario Water Resources Act

Page of

Well Location

Address of Well Location (Street Number/Name) 325 500 DURHAM Rd B Township ARTEMESIA Lot 22 Concession 1 SDR

County/District/Municipality GREY COUNTY City/Town/Village GREY HIGHLANDS Province Ontario Postal Code

UTM Coordinates Zone 8 Easting 11753317611 Northing 489156143 Municipal Plan and Sublot Number Other

Overburden and Bedrock Materials/Abandonment Sealing Record (see instructions on the back of this form)

General Colour	Most Common Material	Other Materials	General Description	Depth (m/ft) From To
	<u>TOPSOIL</u>			<u>0-1</u>
<u>BRN</u>	<u>CLAY</u>	<u>STONES</u>		<u>1-20</u>
<u>GREY</u>	<u>CLAY</u>			<u>20-29</u>
<u>BRN</u>	<u>GRAVEL</u>	<u>CLAY</u>		<u>29-122</u>
<u>Red</u>	<u>CLAY</u>	<u>GRAVEL</u>		<u>122-141</u>
	<u>LIMESTONE</u>			<u>141-201</u>

Annular Space

Depth Set at (m/ft) From To	Type of Sealant Used (Material and Type)	Volume Placed (m ³ /ft ³)
<u>0-60'</u>	<u>Benlonite GROUT</u>	<u>.4 m³</u>

Method of Construction

Cable Tool Diamond Public Commercial Not used

Rotary (Conventional) Jetting Domestic Municipal Dewatering

Rotary (Reverse) Driving Livestock Test Hole Monitoring

Boring Digging Irrigation Cooling & Air Conditioning

Air percussion Industrial Other, specify

Construction Record - Casing

Inside Diameter (cm/in)	Open Hole OR Material (Galvanized, Fibreglass, Concrete, Plastic, Steel)	Wall Thickness (cm/in)	Depth (m/ft)		Status of Well
			From	To	
<u>6 1/4</u>	<u>ST-100</u>	<u>1188</u>	<u>12 1/2</u>	<u>145</u>	<input checked="" type="checkbox"/> Water Supply
<u>6"</u>	<u>OPEN HOLE</u>		<u>145</u>	<u>201</u>	<input type="checkbox"/> Replacement Well

Construction Record - Screen

Outside Diameter (cm/in)	Material (Plastic, Galvanized, Steel)	Slot No.	Depth (m/ft)		Status of Well
			From	To	
					<input type="checkbox"/> Recharge Well

Water Details

Water found at Depth (m/ft)	Kind of Water: <input checked="" type="checkbox"/> Fresh <input type="checkbox"/> Untested <input type="checkbox"/> Gas <input type="checkbox"/> Other, specify <u> </u>	Hole Diameter
<u>165</u>		Depth (m/ft) From To Diameter (cm/in)
<u>192</u>		
<u>195</u>		

Well Contractor and Well Technician Information

Business Name of Well Contractor NEUMANN WELL DRILLING LTD Well Contractor's Licence No. 70115

Business Address (Street Number/Name) 4530 22 GRAY Rd 2 Box 700 Municipality DUNDALK

Province ONT Postal Code N0C1B0 Business E-mail Address

Bus. Telephone No. (inc. area code) 519 923 3203 Name of Well Technician (Last Name, First Name) GILLIES TOM

Well Technician's Licence No. 119158 Signature of Technician and/or Contractor [Signature] Date Submitted 2019/05/15

Results of Well Yield Testing

After test of well yield, water was: Clear and sand free Other, specify

If pumping discontinued, give reason:

Pump intake set at (m/ft)

Pumping rate (l/min / GPM) 5 GPM

Duration of pumping 2 hrs + min

Final water level end of pumping (m/ft) 77'

If flowing give rate (l/min / GPM)

Time (min)	Draw Down (m/ft)		Recovery (m/ft)	
	Water Level (m/ft)	Time (min)	Water Level (m/ft)	Time (min)
Static Level	<u>22</u>		<u>77</u>	
1	<u>26.2</u>	1	<u>71.3</u>	
2	<u>29.1</u>	2	<u>68.9</u>	
3	<u>34.0</u>	3	<u>66.2</u>	
4	<u>34.5</u>	4	<u>63.6</u>	
5	<u>37.3</u>	5	<u>64.4</u>	
10	<u>46.6</u>	10	<u>51.4</u>	
15	<u>53.5</u>	15	<u>42.9</u>	
20	<u>58.5</u>	20	<u>38.2</u>	
25	<u>62.2</u>	25	<u>34.1</u>	
30	<u>65</u>	30	<u>30.8</u>	
40	<u>68.8</u>	40	<u>26.5</u>	
50	<u>71.2</u>	50	<u>23.9</u>	
60	<u>73</u>	60	<u>22</u>	

Map of Well Location

Please provide a map below following instructions on the back.

Well owner's information package delivered Yes No

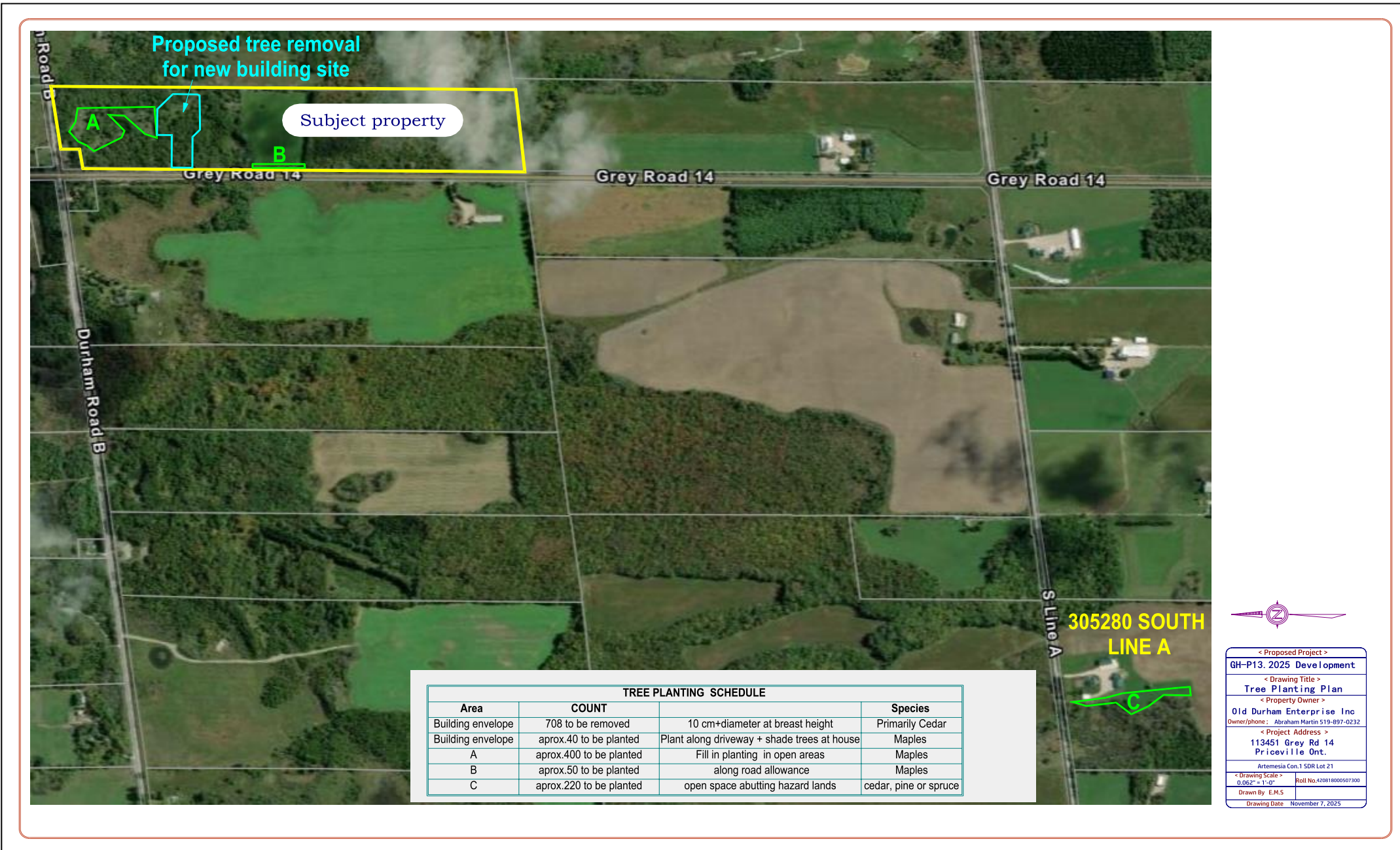
Date Package Delivered 2019/05/15

Date Work Completed 2019/05/15

Ministry Use Only

Audit No. 2306959

Received AUG 01 2019



TREE PLANTING SCHEDULE			
Area	COUNT		Species
Building envelope	708 to be removed	10 cm+diameter at breast height	Primarily Cedar
Building envelope	aprox.40 to be planted	Plant along driveway + shade trees at house	Maples
A	aprox.400 to be planted	Fill in planting in open areas	Maples
B	aprox.50 to be planted	along road allowance	Maples
C	aprox.220 to be planted	open space abutting hazard lands	cedar, pine or spruce



< Proposed Project >
 GH-P13. 2025 Development
 < Drawing Title >
Tree Planting Plan
 < Property Owner >
 Old Durham Enterprise Inc
 Owner/phone: Abraham Martin 519-897-0232
 < Project Address >
 113451 Grey Rd 14
 Priceville Ont.
 Artemesia Con.1 SDR Lot 21
 < Drawing Scale >
 0.062" = 1'-0"
 Roll No.420818000507300
 Drawn By: E.M.S
 Drawing Date: November 7, 2025

Planning Report

TO: Council
FROM: Ashley Bilodeau
DATE: Public Planning Hearing - 22 Jun 2026
REPORT: Planning Report 2026-33
SUBJECT: Z17.2026: 308114 Centre Line A

RECOMMENDATION:

That Planning Report No. 2026-033: Z17.2026 308114 Centre Line A be received for information.

Application:

Pre-Consultation File: P19.2026

Location:

The property is legally described as LT 26 CON 1 SDR OSPREY, GREY HIGHLANDS

Civic Address: 308114 Centre Line A

Registered Owner:

Registered Owner: Eli Martin - Conservation Side Mfg Inc.

Agent: Solomon Martin

Details:

The subject property is a 20.46 hectare parcel of land located in the south part of Grey Highlands, east of Flesherton, and south of Maxwell. The property is designated Rural, Hazard and Wetland in the County and Grey Highlands Official Plans, and zoned "Rural (RU)", "Rural-Holding (RU-h)", "Hazard Holding (H-h)" and Wetland (W)". The southern portion of the property is classified as a Natural Heritage System Core under Schedule "C" of the County Official Plan, and as Significant Woodlands and Area of Natural and Scientific Interest (ANSI) under Appendix B of the County Official Plan.

The proposal is to establish a 250 square metre on-farm diversified use (OFDU) with a 300 square metre outdoor storage area. The shop will be used for custom welding and forming of metal components. The proposed shop will be situated in an area of the property that is subject to the "Rural (RU)" provision, and outside of any area defined as

Hazard, Wetland, ANSI, Natural Heritage System Core, and Area of Natural and Scientific Interest. The outdoor storage is intended to be located in the front yard of the property.

The maximum area permitted for an OFDU, including all buildings, parking, loading, outdoor storage, and servicing is 8,000 square metres (2%) for a property 40 hectares in size. The applicant's proposed use will occupy 4,000 square metres, thereby conforming to the Grey County and Grey Highlands Official Plan policies, and maintaining compliance with the maximum permitted area for an OFDU. The proposed farm cluster is located in an area that optimizes the use of the subject lands while minimizing the amount of agricultural land removed from production.

The "Rural (RU)" zone does not permit OFDUs as-of-right, therefore a site specific rezoning is required to rezone a portion of the subject property from "Rural (RU)" to "Rural Commercial Exception (C4-xx)". The site specific exception will permit the manufacturing and fabrication of agricultural and automotive components within an OFDU, and permit outdoor storage in the front yard of the subject property.

Overview (Purpose and Effect):

The purpose of this application is to amend the Municipality of Grey Highlands Zoning By-law 2004-50 by rezoning a portion of the subject lands from Agricultural (A1) to Rural Commercial with an exemption (C4-xx), to permit the establishment of an on-farm diversified use (OFDU).

The effect of this By-law is:

1. On lands zoned C4-xx, the following uses shall be permitted in addition to all uses that are permitted in the C4 zone:
 - i. The fabrication, manufacturing, storage, and wholesale of automotive or agricultural components.
 - ii. A sawmill operation including the assembly, storage, and wholesale of wood furniture products.
 - iii. The assembly, storage, and wholesale of plastic products.
 - iv. The construction, storage and sale of garden sheds.
2. On lands zoned C4-xx, outdoor storage shall be permitted to take place in the front yard of the subject property.

Background and Analysis:

Please see the Professional Planning Analysis that is attached to this Report.

Approved By

Karen Govan, Chief Administrative Officer

Status

Approved - 16 Jun 2026



ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

The Municipality of Grey Highlands has received an application to amend the Zoning By-law. The application is being considered under the requirements of the *Planning Act RSO 1990* and applicable regulations. The purpose of this notice is to inform you of the application and invite you to observe Council's decision on this matter.

Public Hearing Information:

When: Monday June 22, 2026 at 5:00 PM

Where: Online zoom meeting – To register: www.greghighlands.ca/register

To watch the meeting: www.greghighlands.ca/watchlive

Your online registration will give you the ability to attend either online or by telephone. If you need assistance with the registration process, or cannot access the registration link, please call 519-986-2811 extension 228.

The Proposal:

Application Number: Z17.2026

The subject application relates to the property having address 308114 Centre Lien A, known legally as LT 26 CON 1 SDR OSPREY; GREY HIGHLANDS. The property has roll number 420814000105400.

The purpose of the application is to amend the zoning by-law 2004-50 to rezone a portion of the subject lands to permit an On-Farm Diversified Use.

The following key map shows the location of the subject lands. A detailed sketch is attached to illustrate the proposed works.





ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

Your Rights to Appeal

If a person* or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of Grey Highlands before the by-law is passed, the person or public body:

- i) is not entitled to appeal the decision of Grey Highlands Council to the Ontario Land Tribunal; and
- ii) 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.

Please visit <https://olt.gov.on.ca/> for information on filing an appeal.

*Notwithstanding the above, only a 'person' listed in subsection 17(36) of the Planning Act may appeal the decision of the Municipality of Grey Highlands to the Ontario Land Tribunal (OLT) as it relates to the proposed Zoning By-law Amendment. Below is the prescribed list of 'persons' eligible to appeal a decision of the Municipality of Grey Highlands related to the proposed Zoning By-law Amendment as per subsection 17(36) of the Planning Act. These are recent changes that have been made to the Planning Act by the province. A link to the revised Planning Act can be found here - <https://www.ontario.ca/laws/statute/90p13>. For more information about these recent changes, please visit the OLT website or contact OLT - <https://olt.gov.on.ca/about-olt/>.

The prescribed list of 'persons' eligible to appeal a decision of the Municipality of Grey Highlands on the proposed Zoning By-law Amendment as per subsection 17(36) of the Planning Act is as follows:

1. A corporation operating an electric utility in the local municipality or planning area to which the Zoning By-law Amendment would apply.
2. Ontario Power Generation Inc.
3. Hydro One Inc.
4. A company operating a natural gas utility in the local municipality or planning area to which the Zoning By-law Amendment would apply.
5. A company operating an oil or natural gas pipeline in the local municipality or planning area to which the Zoning By-law Amendment would apply.
6. A person required to prepare a risk and safety management plan in respect of an operation under Ontario Regulation 211/01 (Propane Storage and Handling) made under the Technical Standards and Safety Act, 2000, if any part of the distance established as the hazard distance applicable to the



ZONING BY-LAW AMENDMENT NOTICE OF COMPLETE APPLICATION & PUBLIC MEETING

operation and referenced in the risk and safety management plan is within the area to which the Zoning By-law Amendment would apply.

7. A company operating a railway line any part of which is located within 300 metres of any part of the area to which the Zoning By-law Amendment would apply.

8. A company operating as a telecommunication infrastructure provider in the area to which the Zoning By-law Amendment would apply.

For More Information

To see additional application materials, please visit our website:
<https://greyhighlands.civicweb.net/filepro/documents/398826/>

Navigate to the file folder with the corresponding application number to find an application form, additional maps, and reports. Contact the Planning Department if you require assistance in navigating the website.

Contact the Planning Department:

Renelle Harripaul

Planning@greyhighlands.ca

519-986-2811 x228

Visit the Planning Department by appointment only:

206 Toronto Street South, Markdale, ON, Monday to Friday, 8:30 am to 4:30 pm

You may provide comment on this application by attending the public meeting or by providing comments in writing to the Planning Department in advance of the meeting. Individuals who provide written comments or who make verbal comments at the planning hearing should be aware that their communications may become part of the public record and may be available on the Municipality's website.

Please note that while written comments are welcome, the focus of comments should be on planning-related concerns. You are welcome to reach out to planning staff ahead of providing written comments for guidance on how a planning decision is made, and for information on how comments may influence a decision.

If you wish to be notified of the decision of Council in respect of the proposed consent, please submit your request in writing to the Planning Department using the contact information provided above.

Notice Dated: May 26, 2026



ELL L Martin 30814 CENTRE LINE A ROAD CON 1 52M LOT 78 40814000105400 TOLL #		PHONE:	SCALE: As Noted	APPROVED: _____ CHECKED BY: _____	PAGE: 1/1 siteplan 2
		FAX:	DRAWN BY: Solomon Martin DATE: Wednesday, March 11, 2026		

Professional Planning Analysis

Application

Grey Highlands Files: Z17.2026

Planning Analysis

The subject lands are situated within an organized municipality and are regulated by the *Planning Act, R.S.O. 1990, c. P.13*, the Provincial Planning Statement (2024), the Niagara Escarpment Plan, the County and local Official Plans and the Zoning By-law. Together, these documents establish the planning framework that governs how land may be subdivided, designated, and zoned for development.

Under the *Planning Act*, municipalities are authorized to regulate the use of land through zoning by-laws. Section 34 of the *Planning Act* permits Council to pass zoning by-laws that regulate the use of land, buildings and structures, including matters such as permitted uses, minimum lot sizes, building setbacks, height, density, and other development standards.

Zoning By-law Amendments

Section 34(10) of the *Planning Act* provides that any zoning by-law, or its predecessor, may be amended to permit additional uses or to regulate the extension or enlargement of existing uses. Through this provision, Council retains authority to evaluate whether proposed changes to zoning are consistent with the Official Plan and broader provincial policy direction.

When evaluating a Zoning By-law Amendment application, Council should consider whether the proposal:

- Has regard to the matters of provincial interest identified in Section 2 of the *Planning Act*
- Is consistent with the Provincial Planning Statement
- Conforms with the applicable Official Plans, including the County of Grey Official Plan and the Municipality of Grey Highlands Official Plan
- Does not conflict with the Niagara Escarpment Plan, and
- Represents good planning and is appropriate for the site and surrounding area

Having established the legislative authority governing zoning amendments under the *Planning Act*, the following section examines the proposal within the broader provincial and municipal policy framework. This includes an assessment of consistency with the Provincial Planning Statement (2024) and other pertinent provincial plans, conformity with the applicable Official Plan policies, and compliance with the intent and structure of the Zoning By-law.

This policy review is intended to demonstrate how the proposed Zoning By-law Amendment respond to the applicable growth management, land use compatibility, servicing, environmental, and community planning objectives, and to identify the planning rationale that supports the appropriateness of the applications in their local and policy context.

PROVINCIAL REGULATIONS, PLANS & POLICIES

The following is a breakdown of all provincial regulations, plans and policies that are applicable to rezoning applications:

THE PLANNING ACT

Section 2 defines the Provincial Interest. It states:

The Minister, the council of a municipality, a local board, a planning board and the Tribunal, in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest such as,

- (a) the protection of ecological systems, including natural areas, features and functions;*
- (b) the protection of the agricultural resources of the Province;*
- (c) the conservation and management of natural resources and the mineral resource base;*
- (d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;*
- (e) the supply, efficient use and conservation of energy and water;*
- (f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;*
- (g) the minimization of waste;*
- (h) the orderly development of safe and healthy communities;*
 - (h.1) the accessibility for persons with disabilities to all facilities, services and matters to which this Act applies;*

- (i) the adequate provision and distribution of educational, health, social, cultural and recreational facilities;
- (j) the adequate provision of a full range of housing, including affordable housing;
- (k) the adequate provision of employment opportunities;
- (l) the protection of the financial and economic well-being of the Province and its municipalities;
- (m) the co-ordination of planning activities of public bodies;
- (n) the resolution of planning conflicts involving public and private interests;
- (o) the protection of public health and safety;
- (p) the appropriate location of growth and development;
- (q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians;
- (r) the promotion of built form that,
 - i. is well-designed,
 - ii. encourages a sense of place, and
 - iii. provides for public spaces that are of high quality, safe, accessible, attractive and vibrant;
- (s) the mitigation of greenhouse gas emissions and adaptation to a changing climate.

(5) A decision of the council of a municipality, a local board, a planning board, a minister of the Crown and a ministry, board, commission, or agency of the government, including the Tribunal, in respect of the exercise of any authority that affects a planning matter,

(a) shall be consistent with the policy statements issued under section (1) that are in effect on the date of decision, and

(b) shall conform with the provincial plans that are in effect on the date, or shall not conflict with them, as the case may be.

The details of the provincial interest defined under the Act are primarily articulated through provincial plans, in particular the Provincial Planning Statement 2024 (PPS 2024). Further detail on how provincial interests are to be achieved is defined in local municipal official plans.

A decision by Council to approve or deny the subject application must be guided by the direction provided by the Planning Act, and by extension the direction provided by the PPS 2024, the County Official Plan, and the Grey Highlands Official Plan.

PROVINCIAL PLANNING STATEMENT (2024)



The 2024 Provincial Planning Statement (PPS), issued under Section 3 of the *Planning Act*, sets out the province's policy foundation for regulating the development and use of land province-wide, helping achieve the provincial goal of meeting the needs of a fast-growing province while enhancing the quality of life for all Ontarians.

Section 2.6.4 provides policy direction for Rural Lands. It states that rural areas should encourage *"the promotion of diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources"*. Section 2.6.1(d) also permits *"agricultural uses, agriculture-related uses, on-farm diversified uses (OFDU), and normal farm practices, in accordance with provincial standards"* on rural lands.

Section 4.1 of the PPS provides general policies for Natural Heritage. It states:

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 and 7E, 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 7E, ...

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 7E, ... (e) significant areas of natural and scientific interests, ... 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.

Section 4.3 of the PPS provides general policies for Agricultural Lands. It states:

4.3.1 General Policies for Agriculture

- 1. Planning authorities are required to use an agricultural system approach, based on provincial guidance, to maintain and enhance a geographically continuous agricultural land base and support and foster the long-term economic prosperity and productive capacity of the agri-food network.*

4.3.2 Permitted Uses

- 1. In prime agricultural areas, permitted uses and activities are: agricultural uses, agriculture-related uses and on-farm diversified uses based on provincial guidance.*

Proposed agriculture-related uses and on-farm diversified uses shall be compatible with, and shall not hinder, surrounding agricultural operations. Criteria for these uses may be based on provincial guidance or municipal approaches, as set out in municipal planning documents, which achieve the same objectives.

For the purposes of this section, an on-farm diversified use (OFDU) is defined in the PPS as a use that is secondary to the principal agricultural operation and limited in scale. These uses may include, but are not limited to, home occupations, home industries, agri-tourism activities, value-added agricultural production, and energy-related facilities such as generation, transmission, and storage systems.

The proposed Zoning By-law Amendment is consistent with Section 4.3 of the PPS, which supports on-farm diversified uses as a means of enhancing economic viability within the agricultural system. The subject property is located within a broader agricultural area where farming remains the dominant land use.

The proposed use is secondary to the principal agricultural operation, limited in scale, and compatible with surrounding agricultural activities. As such, it aligns with the definition and intent of on-farm diversified uses set out in Section 4.3.2.1.

Overall, the proposal supports the long-term sustainability of the agricultural operation by contributing to the agri-food network, while maintaining the integrity of the surrounding agricultural land base and not interfering with ongoing farm practices.



The Provincial Planning Statement also provides policy direction on Natural Heritage Areas and Natural Hazards, but since no development is proposed within or adjacent to those defined lands, there is no need to address the consistency of the development to those sections of the PPS.

CONSISTENCY WITH PROVINCIAL REGULATIONS, PLANS AND POLICIES

The proposed zoning amendment is consistent with section 4.3 of the PPS, as the proposed use promotes economic diversification and employment opportunities, while maintaining the existing character of the area. The workshop is proposed to be 250 square metres in floor area, with a 300 square metre outdoor storage area; resulting in a total area of 4,000 square metres being rezoned. The applicants have sited the OFDU to be located within the existing farm cluster, yet outside of the defined Hazard and Wetland area, which limits the amount of agricultural land being taken out of production. Given the farm cluster is located outside of the flood hazard limit and natural heritage features, the application is consistent with the Natural Heritage and Natural Hazard sections of the PPS. In staff's professional opinion, the application is consistent with the PPS.

The associated Zoning By-law Amendment to rezone the lands from "Agricultural (A1)" to a site-specific "Rural Commercial (C4-xx)" zone is consistent with applicable provincial policies and conforms to the intent of the relevant planning framework.

COUNTY AND LOCAL PLANS AND BY-LAW

COUNTY OFFICIAL PLAN

The County of Grey Official Plan contains goals, objectives and policies to manage and direct physical (land use) change and monitor its effects on the cultural, social, economic and natural environment with the regional community. The County's vision of this Plan mirrors that of the County's Corporate Strategic Plan, where Grey County looks "to be the place where people feel genuinely at home and naturally inspired – enjoying an exceptional blend of active healthy living and economic opportunity".

Section 3 of the Official Plan provides policies related to "Developing Grey" and "Growing our Economy". Section 3.2 describes the economic objectives of the County of Grey. It states:



- 1) *Ensure the County's natural and cultural resources and environment are protected and developed in a balanced approach to support the tourism and recreation sector and for the benefit of citizens.*

Section 3.2.5 of the Official Plan indicates support for countryside employment opportunities.

Section 3.2.5.1 specifically states: *"the main employment generator in the rural areas will be resource-based industries, such as tourism, agriculture, aggregate operations, forestry, and on-farm diversified uses (e.g. rural manufacturing)."*

Section 5.2.2 of the County Official Plan emphasizes the importance of supporting strategies for encouraging agricultural-related spin-off opportunities. The Plan outlines a variety of policy approaches to protect and improve economic development in agriculture. As the subject property is designated "Rural" in the County Official Plan, Section 5.4 has been reviewed to confirm that the proposed development is consistent with the applicable rural land use policies.

Section 5.4.1 states the permitted uses under the Rural land use type. They include:

All uses permitted in Section 5.2.1, which includes:

- a) *All types, sizes, and intensities of agricultural uses, and normal farm practices,*
- b) *agricultural-related uses,*
- c) *on-farm diversified uses,*
- d) *forestry,*
- e) *conservation uses,*
- f) *institutional uses on existing lots...*
- g) *sand and/or gravel operations ...*
- h) *licensed aggregate operations ...*
- i) *wayside pits and quarries ...*
- j) *portable asphalt or concrete plants ...*

As well as the following:



- a) Resource-based recreational uses
- b) Small scale transport terminals
- c) Building and yards associated with trades, including contractor's yards, plumbing, electrical, heating/colling shops, etc.
- d) Residential farm cooperatives,
- e) Agri-minimums
- f) Institutional uses including cemeteries, churches or schools
- g) Recreational or tourist-based rural clusters

The property is actively being used as an agricultural use, and it is staff's opinion that the general development policies of the Agricultural designation would apply in this instance. Section 5.2.1.2, for example, states that municipalities may require a zoning by-law amendment for items (c), (d), (f), (g), and (h) above, including requiring additional technical studies, at the discretion of the County or municipality, or associated legislation e.g. the *Aggregate Resource Act*.

Table 7 in the Official Plan details permitted use examples for on-farm diversified uses, and lists "home industries (e.g. sawmill, welding or woodworking shop, manufacturing/fabrication, storage of boats or trailers, biomass pelletizer)".

Under Section 5.2.2 of the Official Plan, it states that the plan will protect and improve economic development in agriculture by promoting:

- a) *All types, sizes, and scales of agriculture, including forms of agriculture that provide more employment on a per hectare basis;*
- b) *Food systems planning, including stronger linkages between local food producers, local food distributors, and customers;*
- c) *Identification and exploitation of non-traditional, local-food, and niche markets;*
- d) *On-farm and local processing and/or retail of agricultural products and by-products*
- e) *On-farm diversification including agri-tourism; and*
- f) *Promoting agricultural practices which promote the conservation of soil, water, and/or significant environmental features.*

Section 5.2.15 states that:

"New on-farm diversified uses shall be limited in size and scale, as per Table 8 below and to those uses that can be sustained by local service and infrastructure levels. New agricultural-related uses shall also be limited to uses that can be sustained by local

service levels. Municipal official plans may choose to set local road standards required for such uses, which are in-line with the level and type of traffic being generated by the uses. Traffic Impact Studies may be required to determine the impact of the proposed operation on the local road network, as per section 8.3 of this Plan. Servicing or Noise studies may also be required for new or expanded on-farm diversified or agricultural-related uses. Municipal official plans or zoning by-laws may also choose to limit individual uses that could otherwise be directed to settlement areas. Agricultura-related uses are not required to be limited in size, whereas on-farm diversified uses are required to be limited to the sizes shown in Table 8. Subject to the size limitation requirements of Table 8 of this Plan and sections 5.2.2(17) on-farm diversified uses may be considered on lots less than 10 hectares in size in the Rural land use type."

Section 5.2.16 states:

"When determining the size of the on-farm diversified use it shall include buildings, laneways, parking, outdoor storage, servicing, exhibition areas, and/or amenity areas occupied by the on-farm diversified use. Shared laneways/servicing, farm buildings, or landscaped areas also used by the farm shall not be included in the calculation of total use size. The passing of an implementing zoning by-law amendment will generally be required to permit new on-farm diversified uses, unless otherwise permitted 'as-of-right' in municipal zoning by-laws."

Table 8: On-farm Diversified Use Size Criteria

Land Use Type	Property Size	On-farm Diversified Use Maximum Size
Agricultural	20 ha or greater	The lesser of; <ul style="list-style-type: none"> - 2% of the total size of the property, or - A maximum combined area of the use of 8,000 square metres
Less than 20 ha	Bed and breakfast and/or home rural occupations within the dwelling only	
Special Agricultural	10 ha of agriculturally productive area or greater	The lesser of: <ul style="list-style-type: none"> - 2% of the total size of the property, or

		- A maximum combined area of the use of 8,000 square metres
Less than 10 hectares of agriculturally productive area	Bed and breakfast and/or home rural occupations within the dwelling only	
Rural	20 ha or greater	The lesser of: - 2% of the total size of the property, or - A maximum combined area of the use of 8,000 square metres
Less than 20 ha	The lesser of: - 2% of the total size of the property, or - A maximum combined area of the use of 8,000 square metres	

Section 5.2.17 also states:

"The gross floor area of the buildings (combined total for all buildings associated with the on-farm diversified use) shall not exceed 20% of the total area of the on-farm diversified use."

The proposed use is a manufacturing operation that may involve the woodworking, assembly of metal components, and dry manufacturing, which is permitted as a manufacturing/fabrication On-Farm Diversified Use under section 5.2.1 table 7 of the GCOP. It will be situated within a 250 square metre structure, which complies with the GCOP's size limitations for OFDUs.

Section 5.2.19 and 5.2.20 state:

19) Prior to considering a new on-farm diversified use, it shall be demonstrated that the following criteria can be met:



- a) *The use or activity does not interfere with, or generate off-site adverse impacts, and is compatible with surrounding uses,*
- b) *The use or activity can be sustained by local service levels and infrastructure,*
- c) *The buildings to be used meet all Building Code requirements for the type of use being proposed,*
- d) *The scale of the operation is secondary to the active agricultural use on the farm property, and appropriate to the site and the surrounding area,*
- e) *The timing and duration of activities does not hinder agricultural operations on site or in the area,*
- f) *For special events, the use or activity represents an occasional activity and is not a regular occurring activity and does not have permanent structures, and*
- g) *On-site parking can be accommodated without impacting the agricultural operation.*

20) Ministry of the Environment, Conservation and Parks (MECP) D-6 Guidelines, or any successor thereto, shall be considered for any new agricultural related uses or on-farm diversified uses, or an industrial nature in the Agricultural, Special Agricultural, or Rural land use types, to guide the separation of industrial uses from nearby dwellings, institutional uses or other sensitive non-agricultural uses.

Section 5.2.2(5) states: "New land uses, including the creation of lots, and new or expanding livestock facilities shall comply with the Provincial MDS formulae. Municipal comprehensive zoning by-laws shall incorporate Provincial MDS formulae.

e) MDS I will generally not be required for on-farm diversified uses, except where a municipality has required MDS to apply in their municipal official plan or zoning by-law. For the purposes of MDS, on-farm diversified uses should be considered a Type A land use.

The Official Plan also provides policy direction on Core Linkages, Natural Heritage Areas, Natural Hazards, and Areas of Natural and Scientific Interest, but since no development is proposed within or adjacent to those defined lands, there is no need to address the conformity to those sections of the Official Plan.

GREY HIGHLANDS OFFICIAL PLAN

The Grey Highlands Official Plan states that the vision of the Municipality is for Grey Highlands to be a healthy and vibrant rural "community of communities" celebrating its diverse and creative culture, promoting its agricultural base, natural heritage and environment. The Official Plan sets out the policies for assessing growth and development proposals in the Municipality. The Official Plan is intended to function as a



roadmap for the municipality, a tool to manage growth and protect environmental resources and a blueprint for economic development. It is a lower-tier document, providing a more detailed local policy focus relative to the upper tier County of Grey Official Plan and the Niagara Escarpment Plan. Applications and development proposals will accord with the policy framework of the following Plans, with the most restrictive policies of each document applying and requiring:

- i. Consistency with the Provincial Policy Statement,
- ii. Conformity with the policies of the County of Grey Official Plan,
- iii. Conformity with the policies of the Niagara Escarpment Plan, where applicable, and
- iv. Conformity with the policies of this Plan.

The Grey Highlands Official Plan (GHOP) policies related to OFDUs generally reiterate County OP policies with the following additional requirements.

Section 4.2 of the GHOP states that the purpose of the rural designation is to support a diversified economy by protecting agricultural and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses. Recreational, tourism and other economic opportunities are promoted. According to section 4.2.1., the permitted uses include:

- *Agricultural uses, see Table 1 below,*
- *Agricultural related uses, see Table 1 below,*
- *On-farm diversified uses, see Table 1 below,*
- *Single detached dwelling,*
- *Forestry and reforestation,*
- *Golf Courses,*
- *Resource-Based Recreational Uses,*
- *Wayside pits and quarries (excluding the stockpiling of sand salt mixtures) and portable asphalt plants,*
- *Sand and/or gravel extraction operations identified within the Schedule B High Potential Mineral Aggregate Resources,*
- *Licensed aggregate operations identified as Mineral Resource Extraction on Schedule B High Potential Mineral Aggregate Resources,*
- *Uses connected with the conservation of water, soil, wildlife and other natural resources*
- *Limited non-farm recreational and institutional uses such as:*

- Churches, schools, cemeteries, in addition to other non-residential uses such as community halls, public uses, airstrips, communications towers and historic sites,
- Electric Power Facilities and accessory uses and structures.

Agricultural uses, agricultural-related uses and on-farm diversified uses are considered permitted uses under section 4.2.2.

On-Farm Diversified Uses means uses that are secondary to the principle agricultural use of the property, and are small scale. For the purpose of this section, small-scale is defined as "on parcels 20 hectares or greater, in the Agricultural or Rural designation, small-scale when used in the context of commercial or industrial uses means those uses which exceed the provisions of a Home/Rural Occupation, but do not exceed the following:

- Occupies combined building(s) not exceeding 250 square metres,
- Outside storage and display is limited to an area not greater than 750 square metres,
- The passing of an implementing zoning by-law amendment.

Given the proposed use is agricultural in nature, staff have consulted the Agricultural Policies of the Official Plan to ensure consistency with the GHOP.

Table 1: Permitted Uses Examples in Agricultural and Rural Land Use Designations indicates that small scale on-farm diversified uses include:

- Home occupations (e.g. professional office, bookkeeper, land surveyor, art studio, hairdresser, massage therapist, daycare, veterinary clinic, kennel, classes or workshops)
- Home industries (e.g. sawmill, welding, or woodworking shop, manufacturing/fabrication, seasonal storage of boats or trailers, biomass pelletizer)
- Café/small restaurant, cooking classes, food store (e.g. cheese, ice cream)
- Agri-tourism uses (e.g. farm vacation suite, bed and breakfast, hay rides, petting zoo, farm-themed playground, horse trail rides, corn maze, seasonal events, equine events, wine tasting)
- Value-added uses (e.g. processor, packager, cheese factory, bakery)
- Retail use (e.g. farm market, antique business, tack shop)

Section 4.1.2 provides policy direction:



d) *On-Farm Diversified uses are those uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value-added agricultural products. On-farm diversified uses must generally meet the Ministry of Environment and Climate Change (D-6 Guidelines).*

The proposed development is approximately ±196 m from the nearest sensitive noise receptor (a dwelling at 465191 12th Concession A). This distance complies with the MECP D-6 Guidelines which require that an OFDU be situated at least 70m from a sensitive noise receptor under section 4.1.2. d) of the GHOP.

MDS 1 is also required for on-farm diversified uses. For the purposes of MDS, on-farm diversified uses should be considered a Type A land use.

Section 4.1.2 d) of the GHOP requires OFDUs to meet Minimum Distance Separation 1 (MDS) requirements. Small-scale livestock facilities including dairy barns and chicken barns can have an average MDS range between 100 metres to 300 metres indicating that the closest barn. Large-scale livestock facilities such as a swine barn can have an average MDS range between 400-600 metres. Grey Highlands Planning Staff have determined that there are no livestock facilities within 500 metres of the proposed OFDU.

Section 4.1.2 e) of the GHOP states "*New agricultural-related uses and on-farm diversified uses and recreational and institutional development will require an amendment to the implementing zoning by-law and may be subject to Site Plan Control approval. On-Farm Diversified Uses shall not be permitted on any parcel of land less than 20 ha in size.*"

The Official Plan also provides policy direction on Core Linkages, Natural Heritage Areas, Natural Hazards, and Areas of Natural and Scientific Interest, but since no development is proposed within or adjacent to those defined lands, there is no need to address the conformity to those sections of the Official Plan.

Conformity with the Official Plans

The proposed zoning by-law amendment conforms to the policies of the Official Plans, which support OFDUs as a means to promote a diversified economy while protecting agricultural and resource-related uses. The subject property exceeds the 20-hectare minimum lot size required for OFDUs and falls within the defined limits of 250 square metres of building space and 300 square metres of outdoor storage area. The use is



agricultural in nature and consistent with the examples provided in Table 1, which includes rural manufacturing, fabrication and seasonal storage.

A rezoning application is being sought, as required under Section 4.1.2 (e), and the OFDU will be subject to site plan control.

To summarize the policy directive of the PPS, the County OP and the Grey Highlands OP, an on-farm diversified use (FDU) in Grey Highlands are generally supportive of the development, subject to the following:

Policy Requirements	Assessment of Conformity
The uses are less than 2% of the total lot area and are less than 8,000 square metres.	The subject property is 20.46 ha, and the proposed total area is 4,000 square metres
The structure may have a maximum footprint of 250 square metres and a maximum outdoor storage area of 750 square metres	The proposed use aligns with this maximum.
The gross floor area of the buildings related to the use do not exceed 20% of the total area to be zoned for the use.	The proposed use aligns with this maximum.
The use must satisfy the provincial D-6 guidelines, which require the buildings to be a minimum of 70 metres from sensitive noise receptors (e.g. proximal houses).	The nearest sensitive receptor is 79 metres away.
The use must maintain minimum distance separation setbacks from neighbouring existing livestock facilities.	The use maintains MDS setbacks from neighbouring existing livestock facilities.
The use does not generate off-site adverse impacts and is compatible with surrounding uses.	The use is compatible with the Rural designation and is buffered from surrounding uses by distance and proposed tree cover.
The buildings meet all Building Code requirements.	Will be confirmed at the building stage.
The scale of the operation is secondary to the active agricultural use on the farm property, and appropriate to the site and the surrounding area.	This is addressed through compliance with size restrictions for the area to be rezoned.



The timing and duration of activities does not hinder agricultural operations on-site or in the area.	There is no feasible hindrance to agricultural operations.
On-site parking can be accommodated without impacting the agricultural operation.	There is ample on-site parking proposed.

The proposed development also complies with the policies governing Natural Core Linkages, Natural Heritage, Hazard Lands, Areas of Natural and Scientific Interest in the Official Plans, as the structures are proposed to be outside of these defined areas. In staff's opinion the application complies with the County of Grey and the Grey Highlands Official Plans.

ZONING BY-LAW 2004-50

Zoning By-law 2004-50 contains a specific zone for OFDUs, the "Rural Commercial (C4)" zone. The applicant is requesting a change in zoning from "Agricultural (A1)" to "Rural Commercial (C4-xx)", with the intent of only rezoning the area designated for the OFDU, and permitted outdoor storage within the front yard of the subject property.

Section 8.4 of Zoning By-law 2004-50 lists the permitted uses and zoning standards for the Rural Commercial (C4) Zone:

8.4.1 C4 - Permitted Uses

- a) Small-scale commercial/industrial sawmill and woodworking shop
- b) Small-scale commercial/industrial metal works shop
- c) Uses permitted according to the Rural (RU) Zone (Section 6.3)

8.4.2 C4 – Zone Provisions

- a) Minimum Lot Frontage - 100 metres.
- b) Minimum Lot Area - 20 hectares
- c) Maximum Lot Coverage - 10 %
- d) Maximum outdoor storage for small-scale commercial/industrial related uses - 750 square metres

- e) Minimum Front Yard Setback - for residential and residential accessory buildings and structures - 30 metres
- f) Minimum Front Yard Setback - for agricultural buildings and agricultural accessory buildings and structures, and small-scale commercial/industrial buildings - 55 metres
- g) Minimum Interior Side Yard Setback - 15 metres
- h) Minimum Exterior Side Yard Setback - 20 metres
- i) Minimum Rear Yard Setback - 15 metres
- j) Maximum Height - 2.5 stories
- k) Maximum Gross Floor Area (GFA) for small-scale commercial/industrial related uses - 250 square metres

Section 5.15 of the Zoning By-law states “the open storage of goods and materials shall be permitted in a side or rear yard only and shall be screened by a landscaping strip or a fence, not less than 2 metres in height.”

Maintenance of General Intent of Zoning By-law

The proposal is to amend a portion of the “Rural (RU)” zoned lands to “Rural Commercial Exception (C4-xx)”. The exception permits additional uses related to On-Farm Diversified Uses (OFDU) within the C4 zone. The proposed shop will be situated in an area that will meet the provisions of the C4 zone in terms of lot coverage, height and the GFA requirements of Section 8.4 of Zoning By-law 2004-50. The shop is intended to be located within an existing agricultural structure, that is 35.96 metres from the front lot line. This structure maintains a legal non-complying status.

The applicant further intends to place the outdoor storage in the front yard of the property, to limit the impact on the tillable land. There is a large, mature, treed buffer along the front yard of the property which limits visibility of the outdoor storage on the site. The site plan control agreement can ensure that the treed buffer remains, to screen the open storage from the Center Line A.

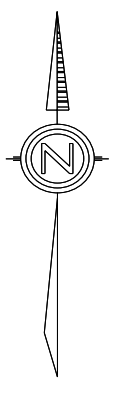
Additionally, the applicant intends to screen the shop with a treed buffer on the eastern side of the property, minimizing line of sight issues for the abutting property owner. The proposed location also remains within the required noise buffer.

Comments Received to Date (Combined with Consent Application)

Comment Received By	Summary of Comments
Saugeen Valley Conservation Authority	<p>SVCA staff find the application acceptable.</p> <p>The application is consistent with the Natural Heritage policies of the PPS, Chapter 5.</p> <p>The property features SVCA approximate screening area that includes the Hatherton Wetland. The natural hazards affecting the property associated with SVCA's areas of interest include:</p> <ul style="list-style-type: none"> • Flooding hazards • Unstable organic soils <p>The proposed shop, barn, power room and residence are not affected by the above-noted hazard lands.</p> <p>SVCA finds the application is consistent with the natural heritage policies of the PPS.</p>
County Planning	Planning staff have no concerns.
County Ecology	County Ecology staff have no concerns with the application.
Grey Highlands Transportation and Public Spaces Department	A pre-approval small-scale commercial entrance permit has been issued (GHENT 2026-07) has been approved for the existing entrance for this property. Applicant to be advised that load restrictions will be in effect March 1 to May 1 each year for municipal roads. No other comments or concerns from Transportation and Public Spaces at this time.
Grey Highlands Environmental Services Department	No comments or concerns from Environmental Services at this time
Grey Highlands Fire Department	No concerns from Fire and Emergency Services.



ZONING TABLE		
APPLICATION	PERMIT/REQUIRED	PROPOSED
OFDU SITE AREA 2% OF LOT SIZE	2% of 50 acre 4000 m ² rezoned area	4000 m ² proposed
BUILDING TOTAL TO A MAX OF 20% OF 2% OFDU	cappped at 250 outdoor storage area must be within the 2%	250 m ² shop 300 m ² storage area proposed
PARKING SPACES 3.048 x 6.1 METERS	5 park spaces	5 park spaces
LOT COVERAGE	10 % lot coverage	under 2%
roll #	420814000108400	
Legal Description	CON 1 8DR LOT 26	



ELL Martin, Inc.
 Municipality of Owyhee
 CON 1 8DR LOT 26
 420814000108400
 420814000108400
 SOFTPLAN ARCHITECTURAL DESIGN SOFTWARE

SCALE: 0.0625" = 1' 0"
 DRAWN BY: Eilenson Martin
 DATE: Tuesday, June 9, 2008

SECTION LETTER: A
 PAGE NUMBER: 1

APPROVED: _____
 CHECKED BY: _____

PHONE: _____
 FAX: _____

PAGE: 1 / 1
 site plan 1

11/14/13

Overview

The subject property is located at 308114 Center Line A and is 20.46 HA in area. The property currently has an old house that is condemned. The proposal is to construct a 250m² C4-437 shop that will be doing custom welding and metal works. The proposed rural commercial shop is permitted by the Official Plans and the Provincial Policy Statement, but it is not permitted by the current A1 zoning. A zoning by-law amendment is therefore required to rezone a portion of the subject property to Rural Commercial (C4) permit the rural commercial use.

The proposed use will involve custom welding and forming of metal components and will run from 7 to 7 on week days, closed on Sundays and Statutory Holidays, truck traffic is expected to be minimal. Building will be sound proofed as good as possible.

The standard C4 zoning provisions are as follows:

Permitted Uses

- A. Small-scale commercial/industrial sawmill and woodworking shop*
- B. Small-scale commercial/industrial metal works shop*
- C. Uses permitted according to the Rural (RU) Zone (Section 6.3)*

Zone Provisions

- A. Minimum Lot Frontage 100 metres*
- B. Minimum Lot Area 20 hectares*
- C. Maximum Lot Coverage 10 %*
- D. Maximum outdoor storage for small-scale commercial/industrial related uses 750 square metres*
- E. Minimum Front Yard Setback – for residential and residential accessory buildings and structures 30 metres*
- F. Minimum Front Yard Setback – for agricultural buildings and agricultural accessory buildings and structures, and small-scale commercial/industrial buildings 55 metres*
- G. Minimum Interior Side Yard Setback 15 metres*
- H. Minimum Exterior Side Yard Setback 20 metres*
- I. Minimum Rear Yard Setback 15 metres*
- J. Maximum Height 2.5 stories*
- K. Maximum Gross Floor Area for small-scale commercial/industrial related uses 250 square metres*
- L. Minimum Gross Floor Area (Dwelling) 90 square metres*
- M. The provisions of section 5.13 shall apply*

The definition of a rural commercial sawmill and metal shop are as follows:

Metal Works Shop, Small-Scale Commercial/Industrial

Shall mean a building, structure or area where metal is stored, sanded, welded, and worked for use in the production of agricultural components, and includes metal cutting, welding, brazing, facilities for metal working, and the distribution of such metal worked agricultural products on a wholesale basis. Refer to General Provisions of this By-law for regulations governing small-scale commercial/industrial uses.

Sawmill and Woodworking Shop

Shall mean a building, structure or area where lumber is stored, cut, sawed or planed, and includes woodturning, facilities for kiln drying of lumber, and the distribution of such products on a wholesale basis. Also permitted is the storage of both raw materials (logs) and finished products (timber). Refer to General Provisions of this By-law for regulations governing small-scale commercial/industrial uses such as sawmills or woodworking shops.

Any use that is beyond the scope of these permissions requires site-specific permissions. The proposal is to apply site specific permissions to allow for automotive parts manufacturing, wood furniture manufacturing, plastic furniture assembly, and garden shed construction as permitted uses in addition to uses permitted in the C4 zone by zoning the lands to C4-437.

Policies that Relate to Rural Commercial Shops

The Provincial Policy Statement, the County Official Plan, and the Grey Highlands Official Plan all provide direction to allow “on-farm diversified uses” (OFDUs). An OFDU is a non-agricultural use that is secondary to an agricultural use on a farm-sized property. The proposed use meets the definition of an OFDU under the PPS, the County OP, and the Grey Highlands OP.

The policy requirements that explicitly relate to small-scale rural commercial shop are summarized.

Provincial Policy Statement

2.3 *Agriculture*

2.3.3.1 *In prime agricultural areas, permitted uses and activities are: agricultural uses, agriculture-related uses and on-farm diversified uses.*

Proposed agriculture-related uses and on-farm diversified uses shall be compatible with, and shall not hinder, surrounding agricultural operations. Criteria for these uses may be based on guidelines developed by the Province or municipal approaches, as set out in municipal planning documents, which achieve the same objectives.

2.3.3.2 *In prime agricultural areas, all types, sizes and intensities of agricultural uses and normal farm practices shall be promoted and protected in accordance with provincial standards.*

2.3.3.3 *New land uses in prime agricultural areas, including the creation of lots and new or expanding livestock facilities, shall comply with the minimum distance separation formulae.*

County Official Plan

County Plan Section 5.2.2 Agricultural Development Policies

14) *New on-farm diversified uses shall be limited in size and scale, as per Table 8 below and to those uses that can be sustained by local service and infrastructure levels. New agricultural-related uses shall also be limited to uses that can be sustained by local service levels. Municipal official plans may choose to set local road standards required for such uses, which are in-line with the level and type of traffic being generated by the uses. Traffic Impact Studies may be required to determine the impact of the proposed operation on the local road network, as per section 8.3 of this Plan. Municipal official plans or zoning by-laws may also choose to limit individual uses that could otherwise be directed to settlement areas. Agricultural-related uses are not required to be limited in size, whereas on-farm diversified uses are required to be limited to the sizes shown in Table 8.*

<i>Land use type</i>	<i>Property size</i>	<i>On-farm diversified use maximum size</i>
<i>Agricultural</i>	<i>20 hectares or greater</i>	<i>The lesser of;</i> <ul style="list-style-type: none"> • <i>2% of the total size of the property, or</i> • <i>A maximum combined area of the use of 8,000 square metres</i>
	<i>Less than 20 hectares</i>	<i>Bed and breakfasts and/or home rural occupations within the dwelling only</i>
<i>Special Agricultural</i>	<i>10 hectares of agriculturally productive area or greater</i>	<i>The lesser of;</i> <ul style="list-style-type: none"> • <i>2% of the total size of the property, or</i> <i>A maximum combined area of the use of 8,000 square metres</i>
	<i>Less than 10 hectares of agriculturally productive area</i>	<i>Bed and breakfasts and/or home rural occupations within the dwelling only</i>
<i>Rural</i>	<i>20 hectares or greater</i>	<i>The lesser of;</i> <ul style="list-style-type: none"> • <i>2% of the total size of the property, or</i> <i>A maximum combined area</i>

		<i>of the use of 8,000 square metres</i>
	<i>Less than 20 hectares</i>	<i>The lesser of;</i> <ul style="list-style-type: none"> • <i>2% of the total size of the property, or</i> <i>A maximum combined area of the use of 8,000 square metres</i>

15) *When determining the size of the on-farm diversified use it shall include buildings, laneways, parking, outdoor storage, servicing, exhibition areas, and/or amenity areas occupied by the on-farm diversified uses. Shared laneways / servicing, farm buildings, or landscaped areas also used by the farm shall not be included in the calculation of total use size. The passing of an implementing zoning by-law amendment will generally be required to permit new on-farm diversified uses, unless otherwise permitted 'as-of-right' in municipal zoning by-laws.*

16) *The gross floor area of the buildings (combined total for all buildings associated with the on-farm diversified use) shall not exceed 20% of the total area of the on-farm diversified use.*

17) *Municipalities may choose to limit the size and accessory uses related to wineries, cideries, breweries, meaderies, or distilleries, based on local characteristics, and/or the availability of servicing.*

18) *Prior to considering a new on-farm diversified use, it shall be demonstrated that the following criteria can be met:*

- a) *The use or activity does not interfere with, or generate off-site adverse impacts, and is compatible with surrounding uses,*
- b) *The use or activity can be sustained by local service levels and infrastructure,*
- c) *The buildings to be used meet all Building Code requirements for the type of use being proposed,*
- d) *The scale of the operation is secondary to the active agricultural use on the farm property, and appropriate to the site and the surrounding area,*
- e) *The timing and duration of activities does not hinder agricultural operations on site or in the area,*
- f) *For special events, the use or activity represents an occasional activity and is not a regular occurring activity and does not have permanent structures, and*
- g) *On-site parking can be accommodated without impacting the agricultural operation.*

Grey Highlands Official Plan

The Grey Highlands Official Plan policies related to OFDUs generally reiterate County OP policies with the following additional requirements:

4.1.2 Agricultural Policies

d) On-Farm Diversified uses are those uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value-added agricultural products. On-farm diversified uses must generally meet the Ministry of Environment and Climate Change (D-6 Guidelines). MDS 1 will be required for on-farm diversified uses. For the purposes of MDS, on-farm diversified uses should be considered a Type A land use.

e) New agricultural related uses and on-farm diversified uses and recreational and institutional development will require an amendment to the implementing zoning by-law and may be subject to Site Plan Control approval. On-Farm Diversified Uses shall not be permitted on any parcel of land less than 20 ha in size.

Definitions

SMALL SCALE on parcels 20 hectares or greater in the Agricultural or Rural designation small scale when used in the context of commercial or industrial uses means those uses which exceed the provisions of a Home/Rural Occupation, but do not exceed the following:

- occupies combined building(s) not exceeding 250 square metres;
- outside storage and display is limited to an area not greater than 750 square metres;
- the passing of an implementing Zoning By-law Amendment.

To summarize the policy directive of the PPS, the County OP, and the Grey Highlands OP, a rural commercial shop in Grey Highlands should generally be permitted subject to the following:

Policy Requirement	Assessment of Conformity
The lot must be a minimum of 50 acres/20 hectares.	conforms
The uses are less than 2% of the total lot area and are less than 8,000 square metres.	conforms
The structure may have a maximum footprint of 250 square metres and a maximum outdoor storage area of 750 square metres.	conforms
The gross floor area of the buildings related to the use do not exceed 20% of the total area to be zoned for the use.	conforms
The use must satisfy the provincial D-6 guidelines, which require the buildings to be a minimum of 70 metres from sensitive noise receptors (e.g. proximal houses).	conforms
The use must maintain Minimum Distance Separation setbacks from neighbouring existing livestock facilities.	conforms

The use can be sustained by local service levels and infrastructure.	conforms
The use does not generate off-site adverse impacts and is compatible with surrounding uses.	conforms
The buildings meet all Building Code requirements.	conforms
The scale of the operation is secondary to the active agricultural use on the farm property, and appropriate to the site and the surrounding area.	conforms
The timing and duration of activities does not hinder agricultural operations on site or in the area.	conforms
On-site parking can be accommodated without impacting the agricultural operation.	conforms

Conclusion

The proposed use is supported by the PPS, the County Official Plan, and the Grey Highlands Official Plan. The site-specific permissions will permit the specific use that has been identified. The site plan control stage will address concerns such as the driveway location and screening of the shop and storage area.

GH25 - Minutes
Monday, May 25, 2026
1:00pm

In Attendance: Lynn Silverton, Pam Burgess, June Butler, Colleen Boer, Alastair Hodinott, Paul McQueen, Dan Wickens

Regrets: Stewart Halliday

Staff: Mya McGrady, Shawnette Duvall-Crouse, Rob DelDuca

1. **Call to Order**
2. **Proposed Additions to the Agenda**
3. **Approval of Agenda**
Moved: Colleen Boer Seconded: Alastair Hodinott
CARRIED
4. **Review and Approval of Notes of May 19th, 2026, meeting**
Moved: Dan Wickens Seconded: Pam Burgess
CARRIED
5. **Business Arising:**
 - a) Rack Cards
 - b) Merchandise
 - a. T-shirt/Hats (square/cash)
 - c) Small Blade Signs
 - d) Flags
 - e) Olive & Olly Backdrop
 - f) Pins
6. **Event Planning**
 - a. Travelling Tea Party
 - b. Age Friendly Seniors Fair
 - c. Rocklyn Father's Day Car Show
 - d. Gold Rush (Maxwell Hall)
 - e. Canada Day Celebration
 - i. Osprey & Priceville
 - f. Chili Cook Off Contest (Music, Rules & Regulations)
 - i. **Shopping List**
 - ii. **Judges**

That the committee approve that each team registered for the Chilli Cook Off use their own recipe, and;

That the committee approve the change to the application form to note that each team will be cooking for 100-200 people, and each person will be testing the chilli with 4oz cups.

**Moved: Dan Wickens Seconded: Collen Boer
CARRIED**

- g. Bruce County Plowing Match (September 22nd-26th)
- h. Fall Fairs

7. New Business

8. Any Other Business

9. Next Meeting: June 1st @ 1:00pm

10. Adjournment: 2:06pm

Moved: Dan Wickens Seconded: Pam Burgess

CARRIED

GH25 - Minutes
Monday, June 1, 2026
1:00pm

In Attendance: Paul McQueen, Lynn Silverton, Dan Wickens, Alastair Hodinott, Stewart Halliday, Colleen Boer

Regrets: Pam Burgess, June Butler

Staff: Rob DelDuca

1. Call to Order 1:06pm

2. Proposed Additions to the Agenda

3. Approval of Agenda

Moved: Colleen Boer Seconded: Stewart Halliday

CARRIED

4. Review and Approval of Notes of May 25th, 2026, meeting

5. Business Arising:

- a) Rack Cards
- b) Merchandise
 - a. T-shirt/Hats
 - b. Inventory (bucket hat sizing)
- c) Small Blade Signs
- d) Flags
- e) Olive & Olly Backdrop
- f) Pins

6. Event Planning

a. Travelling Tea Party

Rocklyn complete – signs to be made for future events – Alastair

Dave Clarke provided historic information

Colleen to coordinate history books from the library

Add location for stops in Singhampton – Colleen to touch base with the community

b. Age Friendly Seniors Fair

c. Rocklyn Father's Day Car Show

d. Gold Rush (Maxwell Hall)

e. Canada Day Celebration

f. Chilli Cook Off Contest

i. Rule, Regulations, Application, Poster

Applications are at Flesherton Library

McQueen to ask Devin if they can bartend the chilli cookoff

ii. Shopping List

iii. Judges

Lynn and Stewart to send a list of potential judges

Guest judges to be given a copy of "Grey with a Silver Lining" book as a thank you

g. Bruce County Plowing Match

h. Fall Fairs

7. New Business

That the Committee approve Don McCausland receiving a free GH25 hat.

Moved: Mayor McQueen Seconded: Stewart Halliday

CARRIED

Special event application received

Lynn asked about mileage for committee members

8. Any Other Business

a. Nov 14 – send out invites to former Councillors

b. Purchase 500 cups of Chapman's ice cream if Ice River doesn't support

9. Next Meeting: June 15th @ 1:00 pm

10. Adjournment – 1:52 pm

Moved: Dan Wickens Seconded: Alastair Hodinott

CARRIED.

GH25 - Minutes
Monday, June 15, 2026
1:00pm

In Attendance: Lynn Silverton, Stewart Halliday, June Butler, Dan Wickens, Paul McQueen, Alastair Hodinott, Collen Boer

Regrets: Pam Burgess

Staff: Mya McGrady, Rob DelDuca, Anna McCarthy

1. Call to Order 1:00pm

2. Proposed Additions to the Agenda

3. Approval of Agenda

Moved: Stewart Halliday Seconded: Dan Wickens

CARRIED

4. Review and Approval of Notes of June 1st, 2026, meeting

Moved: Dan Wickens Seconded: Collen Boer

CARRIED

That the committee approved Mayor McQueen present the McCausland family with a GH25 flag and hat in memory of Don McCausland

Moved: Paul McQueen Seconded: Collen Boer

CARRIED

5. Business Arising:

- a) Rack Cards
- b) Merchandise
 - a. T-shirt/Hats
 - b. Inventory (bucket hat sizing)
- c) Small Blade Signs
- d) Flags
 - a. Council Update

That the committee recommend that Council review the fees and charges by-law and change the price of the flag from \$30 to \$50.

Moved: Stewart Halliday Seconded: Collen Boer

CARRIED

- e) Ollie & Ozzy Backdrop
- f) Pins

6. Event Planning

- a. Travelling Tea Party
- b. Age Friendly Seniors Fair
- c. Rocklyn Father's Day Car Show
- d. Gold Rush (Maxwell Hall)
- e. Canada Day Celebration
- f. Chilli Cook Off Contest
 - i. Rule, Regulations, Application, Poster

That the committee approve the purchase of 4 hand washing stations from Wilton's Sanitation for the event.

Moved: Stewart Halliday, Seconded: Dan Wickens

CARRIED

- ii. Shopping List – cutlery, napkins, etc
- iii. Judges (3)
- iv. 500 cups of Chapman's Ice Cream (Ice River)
- g. Bruce County Plowing Match
- h. Fall Fairs

7. New Business

8. Any Other Business

9. Next Meeting: June 22nd @ 1pm

10. Adjournment 2:03pm

Moved: Dan Wickens Seconded: Paul McQueen

CARRIED

**The Municipality of Grey Highlands
Committee of Adjustment (COA) Minutes
Tuesday, June 9, 2026**

Members Present:

Chair Paul McQueen, Paul Allen, Dave Clarke, and Nadia Dubyk

Members Absent:

Cathy Little

Staff:

Secretary/Treasurer-MSA Renelle Harripaul, Contract Planner Ashley Bilodeau, and Chief Administrative Officer Karen Govan

1 Call to Order

Chair McQueen called the meeting to order at 5:00p.m.

2 Declaration of Pecuniary Interest

None.

3 Approval of Minutes

3.1 Motion:

COA2026-24

Naida Dubyk (Moved By) Paul Allen (Seconded By)

That the minutes of the 2026-05-12 Committee of Adjustment meeting be approved as circulated.

CARRIED.

[Committee of Adjustment \(COA\) - 12 May 2026 - Minutes - Html](#)

4 New Files

4.1 B08.2026: Fairmount Farms

Planning Report 2026-29

The Chair read the regulations and advised that notice had been provided in accordance with the Planning Act.

Planner Bilodeau provided an overview of the proposal through a presentation. Planner Bilodeau stated that the subject property is a 42.54 hectare lot, with the municipal address 806097 Sideroad 25. The property is designated "Agricultural" in both the County of Grey Official Plan and the Grey Highlands Official Plan, and zoned "Agricultural (A1)" in Zoning By-law 2004-50. The applicant proposes to sever a surplus farmhouse from the lot (+/- 1.59 hectares), and retain the 40.95 hectares for agricultural use. One new lot is being created as a result of this severance application.

Overview (Purpose and Effect):

The purpose of this application is to sever the surplus farmhouse from the lot, and retain ownership of the remaining lands, for the purpose of agricultural use.

A concurrent Zoning By-law Amendment was also submitted, to rezone the severed lot from "Agricultural (A1)" to "Rural Residential Exception (RUR-xx)" to recognize the lot's character and dimensions following severance. At 1.59 hectares with 30 metres of frontage, the severed parcel is

inconsistent with the minimum standards of the A1 zone and is more appropriately regulated under the RUR zone, which better reflects the scale of the lot, the nature of the existing residential use, and the applicable development standards (including setbacks and lot coverage) that are more suited to a lot of this size.

The permitted uses under the RUR zone are compatible with the intended residential use of the severed parcel and are consistent with the surrounding rural context. A site specific exception is required to recognize the reduced lot frontage of 30 metres, which falls below the RUR minimum of 100 metres but reflects the lot's configuration around the existing residential footprint rather than a conventionally dimensioned new lot.

Planner Bilodeau reviewed the comments received to date. Comments were received from Grey Sauble Conservation Authority, County Planning, County Ecology, Grey Highlands Transportation and Public Spaces Department, Grey Highlands Environmental Services Department, and Grey Highlands Fire Chief. Planner Bilodeau advised that staff recommend approval of the proposed severance subject to the conditions.

Committee Questions:
None.

The agent, Genevieve Scott of Cuesta Planning Consultants Inc., provided a brief overview of the proposal and agreed to the conditions as read on behalf of the applicant.

Committee Questions:
Member McQueen requested clarification on the process in which the applicant must fulfill the condition *"That an access easement be established over the existing driveway, to provide access to the fields to the west"* and whether the easement inhibit the possibility of the parcel receiving its own entrance in the future.

Planner Bilodeau confirmed that the condition would be fulfilled through registration of the parcel and that should a separate entrance be required, it could be completed through an entrance permit application.

Public Comments/Concerns:
None.

Members Vote:

B08.2026:

Member Allen - Support with conditions
Member Dubyk - Support with conditions
Member Clarke - Support with conditions
Member McQueen - Support with conditions

COA2026-25

The consent application B08.2026 be approved, subject to the following conditions:

- **Payment of any outstanding municipal taxes.**
- **Payment of the \$300 severance approval fee.**
- **That a rezoning application be approved to rezone the severed portion from "Agricultural (A1)" to "Rural Residential"**

Exception (RUR-xx)" to recognize deficiencies to lot frontage, lot area and setbacks, if necessary.

- **That a rezoning application be approved to rezone the retained portion from "Agricultural (A1)" to "Agricultural Exception (A1-xx)" to eliminate the ability for a single detached dwelling to be constructed on the property.**
- **That an access easement be established over the existing driveway, to provide access to the fields to the west.**
- **That a parkland dedication fee of \$2,000 be paid by the applicant.**
- **That a Reference Plan (survey that is registered) be completed and a digital and hard copy be filed with the Secretary-Treasurer of the Committee of Adjustment, or an exemption from the Reference Plan be received from the Registrar. A draft copy of the Reference Plan shall be provided to the Secretary-Treasurer for review and approval prior to the registration of the survey.**

CARRIED.

[Consent File: B08.2026 Zoning By-law Amendment File: Z15.2026 Pre-Consultation File: P93.2025 - Pdf](#)

5 Other Business

None.

6 Next Meeting

Committee of Adjustment meeting

Date: July 14, 2026

Time: 5:00pm

7 Adjournment

7.1 Motion:

COA2026-26

Dave Clarke (Moved By) Nadia Dubyk (Seconded By)

That the Committee of Adjustment adjourn until the Call of the Chair.

Time: 5:19 p.m.

CARRIED.

**The Municipality of Grey Highlands
Economic Development Advisory Group (EDAG) Minutes
Tuesday, June 16, 2026**

Members Present:

Chair Member Tom Allwood, Member Paul McQueen, and Member Dane Nielsen

Members Absent:

Staff:

Manager of Economic Development, County of Grey Steve Furness, Committee & Records Coordinator Danielle Thompson, and Director of Community Services Shawnette Crouse

1 Call to Order

Chair Allwood called the meeting to order at 1:04pm.

2 Approval of Agenda

2.1 Motion:

EDAG2026-20

Dane Nielsen - Paul McQueen

That the Economic Development Advisory Group approves the agenda as circulated.

CARRIED.

3 Declaration of Pecuniary Interest

None declared.

4 Approval of Minutes

4.1 Motion:

EDAG2026-21

Paul McQueen - Dane Nielsen

That the Economic Development Advisory Group approves the minutes of 2026-04-21 as circulated.

CARRIED.

[Economic Development Advisory Group \(EDAG\) - 21 Apr 2026 - Minutes - Html](#)

5 Items for Discussion

5.1 Economic Development Staff Update

Verbal update provided:

- Economic Development Officer recruitment process ongoing.

EDAG2026-22

Dane Nielsen - Tom Allwood

That the Economic Development Advisory Group receive the Economic Development Staff Update for information.

CARRIED.

5.2 South Grey Chamber of Commerce - Memorandum of Understanding (MOU) Renewal (item deferred from April 21, 2026 EDAG meeting as per resolution EDAG2026-18)

Staff Report CTE.26.02

EDAG2026-23

Paul McQueen - Dane Nielsen

That the Economic Development Advisory Group receive report CTE.26.02 for information.

CARRIED.

[CTE.26.02-South Grey Chamber of Commerce – Memorandum of Understanding \(MOU\) Renewal - Pdf](#)

5.3 2026-05-06 Presentation to Council - South Grey Chamber of Commerce

EDAG2026-24

Paul McQueen - Dane Nielsen

That the Economic Development Advisory Group receive the South Grey Chamber of Commerce 2026-05-06 Presentation to Council for information.

CARRIED.

[GH 2025 MOU Update Presentation](#)

- 5.4 South Grey Chamber of Commerce Memorandum of Understanding (MOU)
– Future Considerations

Staff Report CTE.26.05

EDAG2026-25

Dane Nielsen - Tom Allwood

Main Motion:

That the Economic Development Advisory Group receive Report CTE.26.05, South Grey Chamber of Commerce Memorandum of Understanding (MOU) – Future Considerations, for information; and

That the Group provide feedback and discussion regarding future economic development priorities, partnership opportunities, and the role of the South Grey Chamber of Commerce within the broader economic development framework of Grey Highlands.

- - - -

EDAG2026-26

Dane Nielsen - Paul McQueen

Amendment to Main Motion:

That the Main Motion be amended to add:

"; and

That the Economic Development Advisory Group strongly recommends that Council enter into a new MOU with the South Grey Chamber of Commerce, that compliments both internal Grey Highlands economic development initiatives and the County's Team Grey MOU, for a further 4 year term."

CARRIED.

EDAG2026-27

Dane Nielsen - Tom Allwood

Main Motion as Amended:

That the Economic Development Advisory Group receive Report CTE.26.05, South Grey Chamber of Commerce Memorandum of Understanding (MOU) – Future Considerations, for information; and

That the Group provide feedback and discussion regarding future

**economic development priorities, partnership opportunities, and the role of the South Grey Chamber of Commerce within the broader economic development framework of Grey Highlands; and That the Economic Development Advisory Group strongly recommends that Council enter into a new MOU with the South Grey Chamber of Commerce, that compliments both internal Grey Highlands Economic Development initiatives and the County's Team Grey MOU, for a further 4 year term.
CARRIED.**

[CTE.26.05-South Grey Chamber of Commerce Memorandum of Understanding \(MOU\) – Future Considerations - Pdf](#)

5.5 Old Markdale Hospital Update (McQueen)

Verbal update provided on recent happenings pertinent to Old Markdale Hospital lands.

EDAG2026-28

Dane Nielsen - Tom Allwood

That the Economic Development Advisory Group receives the Old Markdale Hospital Update for information.

CARRIED.

5.6 Talisman Update (Allwood)

Verbal update provided on recent happenings pertinent to former Talisman lands.

EDAG2026-29

Dane Nielsen - Paul McQueen

That the Economic Development Advisory Group receive the Talisman Update for information.

CARRIED.

6 Members Privilege

6.1 Member Allwood

- Acknowledged forthcoming retirement of Manager Furness and thanked him for his contributions to the Group.

6.2 Member McQueen

- Canada-Ontario Development Charge Reduction Program

7 Next Meeting

7.1 Economic Development Advisory Group Meeting

Date: August 25, 2026

Time: 1:00pm

Location: Grey Highlands Municipal Office (in-person only)

8 Adjournment

8.1 Motion:

EDAG2026-30

Dane Nielsen - Paul McQueen

That the Economic Development Advisory Group adjourn until the next meeting or until the Call of the Chair.

Time: 2:12pm

CARRIED.



GREY BRUCE OPP DETACHMENT BOARD

Grey Bruce OPP Detachment Board Minutes

Date: May 26, 2026
Time: 9:00 a.m.
Location: Council Chambers
Township Administration Offices
177964 Grey Road 18, RR#3, Owen Sound ON N4K 5N5

This agenda can be made available in alternate formats upon request.

Members Present:

Paul McQueen (Council Representative, Municipality of Grey Highlands)
Jay Kirkland (Council Representative, South Bruce Peninsula)
Todd Dowd (Council Representative, Northern Bruce Peninsula)
Robert Uhrig (Council Representative, Meaford)
Nicole Martin (Community Appointee, Grey Highlands)
Karl Ellis (Community Appointee, Southgate)
Gerry Solursh (Community Appointee, Northern Bruce Peninsula)
Carol Reaney (Provincial Appointee)
Gary Wood (Provincial Appointee)
Robert Nicol (Provincial Appointee)

Members Absent:

Cathy Moore Coburn (Council Representative, Georgian Bluffs)
Monica Singh Soares (Council Representative, Southgate)
Fay Roote (Band Council Representative, Chippewas of Saugeen First Nation)
Scott Mackey (Council Representative, Chatsworth)

Staff & OPP:

Courtney McDonald, Deputy CAO/Director of Corporate Services
Carly Craig, Manager of Legislative Services/Clerk
Jodi Ward, Board Administrator

1. Call to Order

The Board Chair called the meeting to order at 9:05 a.m.

2. Territorial Acknowledgement

The Board Administrator opened the meeting with the territorial acknowledgement statement.

3. Approval of the Agenda

Moved By: Member Gary Wood

Seconded By: Member Carol Reaney

That the agenda be approved as presented.

Approved

4. Declaration of Pecuniary Interest

The Board Chair declared a conflict re: Remuneration of Board Chair Accommodations.

5. Approval of Minutes

5.1 April 28, 2026

GBOPP2026-30

Moved By: Member Jay Kirkland

Seconded By: Member Paul McQueen

That the minutes contained herein be approved.

Approved

6. Public Participation

6.1 Presentations

None.

6.2 Delegations – Items on the Agenda

None.

7. Reports

7.1 Detachment Commander

None.

7.2 Administration & Finance

7.2.1 OPP2026-07 - Communication Policy

Board discussion included:

- Clarification on whether Council appointees are able to report to their respective Councils.
- Remove any reference to Georgian Bluffs as the host municipality in the event that they are no longer the host Township.

GBOPP2026-31

Moved By: Member Robert Uhrig

Moved By: Member Carol Reaney

That the Grey Bruce OPP Detachment Board approves the Communication Policy (GBOPP-POLICY-05), as appended to Report OPP2026-07.

Approved

7.2.2 OPP2026-08 – Annual Board Self-Assessment Survey

GBOPP2026-32

Moved By: Member Gary Wood

Seconded By: Member Jay Kirkland

That report OPP2026-08 be received for information.

Approved

7.2.3 OPP2026-09 - First Nation Representation on the Grey Bruce OPP Detachment Board

Board discussion included:

- Lack of provincial funding available to fund the provincial appointees and First Nations representation

- Appeal to the province to review the funding model associated with the Board's budget - fairness of equal contributions
- Concerns about the budget tripling since the Board's inception
- Do First Nations communities have a solution to fund a contribution?
- Suggestion of the Board Chair to discuss the matter with the two appointed representatives

GBOPP2026-33

Moved By: Member Bob Nicol

Seconded By: Member Nicol Martin

That the consideration of Report OPP2026-09 be deferred and that the Board chair be directed to consult with our first nations representatives; and

That staff be directed to draft a letter of appeal for review of funding for the Board's consideration.

Approved

8. Consent Agenda

8.1 Correspondence

8.1.1 Inspector General Re: Ontario Police Memorial Ceremony of Remembrance

8.1.2 Inspector General of Policing Re: Appointments Inspector for Province-Wide Inspection

8.1.3 Inspector General Re: Wide Inspection on Police Integrity and Anti-Corruption

8.2 Resolutions From Other Municipalities

None.

GBOPP2026-34

Moved By Member Paul McQueen

Seconded By: Gary Wood

That the consent agenda be adopted for information as circulated.

Approved

9. New Business

9.1 Action Plan Commitments to be Prioritized for 2026 (Arising from Sub-Committee Meeting on May 22, 2026)

Detachment Commandeer Marla Barfoot provided a brief overview of the process followed to date. The Board Administrator reviewed the priorities for the Board's information.

GBOPP2026-34

Moved By: Member Karl Ellis

Seconded By: Member Jay Kirkland

That the Board endorse the 2026 Action Plan focuses outlined in this report for the 2026 Detachment Commander Performance Review cycle.

Approved

10. Unfinished Business

None.

11. Consideration of Motions Where Notice Was Previously Given

None.

12. Notice of Motion/Discussion & Inquiries

None.

9. New Business

9.2 Remuneration of Board Chair Accommodations

The Board authorized accommodations in advance of the Zone 5 meeting for the Board Chair.

13. By-Laws

None.

14. Closed Session

The Board opted to not go into closed session and approved the minutes below without comment or discussion.

GBOPP2026-36

Moved By: Member Reaney

Seconded: Member Robert Uhrig

That the closed session minutes from the following meetings be adopted:

1. **April 22, 2025**
2. **November 12, 2025 - Sub-Committee**
3. **November 25, 2025**
4. **January 27, 2026**
5. **March 24, 2026**

Approved

15. Adjournment

Date of next regular meeting: Tuesday June 23, 2026

GBOPP2026-35

Moved By: Member Robert Nicol

Seconded By: Member Paul McQueen

That the meeting be adjourned at 10:05 a.m.

Approved

Original Signed By Board Chair and Board Administrator:

Chair - Gerry Solursh

Board Administrator – Jodi Ward



GREY BRUCE OPP DETACHMENT BOARD

Grey Bruce OPP Detachment Board Sub-Committee Minutes

Date: May 22, 2026
Time: 10:00 am
Location: Council Chambers
Township Administration Offices
177964 Grey Road 18, RR#3, Owen Sound ON N4K 5N5

Members Present Cathy Moore Coburn (Council Representative, Georgian Bluffs)
Karl Ellis (Community Appointee, Southgate)
Gerry Solursh (Community Appointee, Northern Bruce Peninsula)
Robert Nicol (Provincial Appointee)

Staff Present Jodi Ward, Council and Committee Coordinator
Carly Craig, Manager of Legislative Services/Clerk

1. Call to Order

The Board Chair called the meeting to order at 10:00 a.m.

2. Territorial Acknowledgement

The Board administrator read the territorial acknowledgment.

3. Declaration of Pecuniary Interest

None declared.

4. Approval of the Agenda

Moved By: Member Bob Nicol

Seconded By: Member Karl Ellis

That the agenda be approved as presented.

Approved

5. Action Plan Commitments to be Prioritized for 2026

Detachment Commander Barfoot lead the discussion regarding Action Plan Commitments (up to five) that the Board would like to prioritize for the coming year. Those commitments are:

1. Crime - Enhance proactive patrol and/or initiatives to target specific local crime trends and reduce victimization, while increasing community safety.
 - The Board would like to increase proactive patrols by 10%
2. Roadway, Waterway and Trail - Proactive enforcement and visibility in our detachment area continuing to enforce the Big 4 (Speeding, Seat belts, Impaired & Distracted Driving)
 - The Board would like to see an increase in charges year over year.
3. Community Wellbeing - Continue to enhance and improve our response to mental health and addiction related calls for service through our Mobile Crisis Response Team (MCRT) program and our Police Hospital Transition Protocol
 - The Board requested measurable performance indicators, including the number of calls received, the number of individuals diverted from hospital services, the number of police officer hours dedicated to supporting the program, the number of times MCERT services are offered compared to the number of times they are accepted, the number of wellness checks conducted, and the number of mental health-related calls resolved without arrest.

Community Wellbeing - Engage in formal recruitment initiatives within the detachment area.

4. Community Wellbeing - Continue to support the two indigenous communities in Grey Bruce by providing culturally informed training & dedicated resources, while building trust.
 - This information will be included under Section 3 of the Detachment Action Plan Commitments of the DC Performance Review Form

Questions and Comments from the Board:

- It was clarified that this is an Action Plan specific to Grey-Bruce.
- The Board requested the DC's perspective on which items should be prioritized.
- The DC's advised that all identified items are priorities and that it is difficult to select five that are more important than the others. However, it was

suggested that selecting one priority from each sub-category would be a balanced approach.

- It was further noted by the Sub-Committee that priorities supported by data-driven commitments should be given priority consideration.
- Baseline for data (where the stats start and end)
 - DC suggested year end reports could be used as a measurable
- Measurability of distracted driving
- Canada Road Safety Campaign - Grey Bruce ranked 3rd in all of West Region in total charges.
- Education in schools discussed.
- Public engagement - look for next opportunity available to engage the public via OPP survey
- Public feedback completed through the Community Safety and Wellbeing Plan, which was consulted in developing the 2026-2029 Action Plan.
- MCRT Grants - data to support these grants.
- Welfare checks.
- Use of force in mental health calls and de-escalation.
- Community Safety and Wellbeing Committee survey - survey results will be available end of June. Noted, to look at results and consider for future iterations of future Action Plans.
- The Board would like to see Local recruitment.

6. Closed Session

Moved By: Member Bob Nicol

Seconded By: Member Karl Ellis

That the Grey Bruce OPP Detachment Board moves into closed session at 11:31 p.m. in the Township of Georgian Bluffs Council Chambers with the Director of Corporate Services/Deputy CAO, Manager of Legislative Services/Clerk, Board Administrator, and Detachment Commander remaining in the room to discuss:

**6.1 Open meeting exemption “b” of section 44(2) of the
Community Safety and Policing Act, 2019 - Initial Review -
Detachment Commander Performance Feedback**

7. Reporting Out of Closed Session

The Board Chair advised that the Board went into Closed Session under open meeting exemption “b” of Section 44 (2) of the *Community Safety and Policing Act, 2019* to discuss:

The Initial Review - Detachment Commander Performance Feedback. No action was taken.

8. Adjournment

Date of next regular meeting:

Grey Bruce OPP Detachment Board - May 26, 2026 @ 9:00 a.m.

Moved By: Member Bob Nicol

Seconded By: Member Karl Ellis

That the meeting be adjourned at 11:58 a.m.

Original Signed By Board Chair and Board Administrator:

Chair - Gerry Solursh

Board Administrator – Jodi Ward

The Corporation of the Municipality of Grey Highlands

By-law No. 2026-071

**Being a By-law to amend By-law 2022-103, being the
2022-2026 Appointment By-law**

Whereas, the Municipal Act 2001, as amended, Section 8 confers broad authority on municipalities thereby allowing them to govern their affairs as they consider appropriate and to enhance their ability to respond to municipal issues; and

Whereas, Council passed By-law 2022-103 appointing citizens to various positions on December 7, 2022 and the by-law has been amended several times over the years; and

Whereas, there currently remains a vacancy of two public volunteer members on the Heritage Grey Highlands Committee; and

Whereas, Council passed By-law 2026-043 on May 6, 2026 to adopt the Terms of Reference for the Memorial Relocation Task Force and staff subsequently undertook advertising to fill the public volunteer vacancies on the Task Force, and sufficient applications have now been received to appoint members to the Task Force;

Now Therefore the Council of the Municipality of Grey Highlands hereby enacts as follows:

1. That By-law 2022-103 is hereby amended as follows:
 - Heritage Grey Highlands Committee
 - appoint: _____, _____
 - Memorial Relocation Task Force
 - appoint: _____, _____, _____, _____, _____
 - Council member appointments: _____, _____
2. That this By-law comes into full force and effect upon the final passing thereof.

Read a first, second and third time, and finally passed on .

The Corporation of the
Municipality of Grey Highlands

Paul McQueen, Mayor

Amanda Fines-VanAlstine, Clerk

The Corporation of the Municipality of Grey Highlands

By-law No. 2026-072

A By-law to confirm the proceedings of the Council of the Municipality of Grey Highlands

Whereas, the Municipal Act 2001, S.O. 2001, c 25, Section 5 (1) and (3), provides that the powers of a municipality shall be exercised by its council and shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

Whereas, it is deemed expedient that the actions of all meetings of Council of the Corporation of the Municipality of Grey Highlands be confirmed by by-law;

Now Therefore the Council of the Municipality of Grey Highlands hereby enacts as follows:

1. That the actions of the Council of the Corporation of the Municipality of Grey Highlands in respect of each motion, resolution or other action passed, taken or adopted at the July 8, 2026 Council meeting are hereby adopted, ratified and confirmed as if same were expressly included in this by-law, provided that such adoption and confirmation shall not be deemed to include the final passing of a by-law that requires the prior approval of a Minister, a Ministry, the Ontario Municipal Board or any other governmental body; and
2. That the Mayor and proper officials of the Corporation of the Municipality of Grey Highlands are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Municipality of Grey Highlands referred to in Section 1; and
3. That the Mayor and the Clerk or their deputies are authorized and directed to execute all documents and affix the seal of the Corporation as required to the actions taken by Council as described in Section 1; and
4. That this by-law shall come into effect upon the passing thereof.

Read a first, second and third time, and finally passed on .

The Corporation of the
Municipality of Grey Highlands

Paul McQueen, Mayor

Amanda Fines-VanAlstine, Clerk